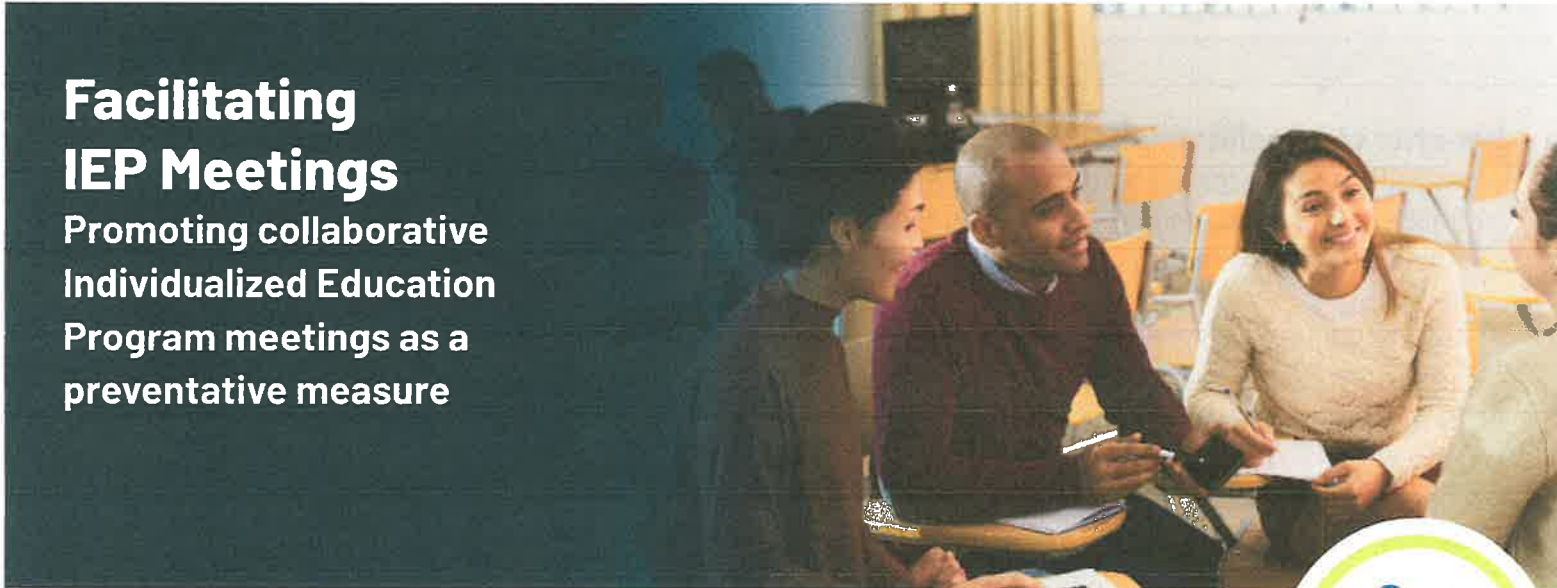


# Facilitating IEP Meetings

Promoting collaborative Individualized Education Program meetings as a preventative measure



## Role of the IEP Facilitator

The state-sponsored facilitator is a neutral third party trained in facilitation techniques but is not an employee of the school district, a member of the IEP team, or an advocate for any person on the team.

### Main Goal

The facilitator will maintain the focus of the IEP meeting on what really matters – the student’s individual needs – while:

- ✓ Proposing group norms to provide structure and focus for the meeting
- ✓ Promoting dialogue and encouraging whole team participation for decision making while not imposing a decision on the group
- ✓ Acknowledging and addressing differing opinions in a respectful and neutral manner



“The facilitator developed a written agenda and group meeting norms for the IEP meeting. Being the visual person I am, referencing your charts as we moved through the discussion was extremely helpful to me.”

– Parent



## IEP Facilitation

State-sponsored facilitation is a voluntary process in which a third party (facilitator) guides the Individualized Education Program (IEP) meeting to help maintain open communication and keep the IEP team members focused on developing a mutually acceptable IEP. Facilitation is a free service.

Parents of children with known or suspected disabilities and/or school personnel have the right to request facilitation services from the Illinois State Board of Education (ISBE).