



# IEP Meeting Facilitation Services



preserving collaborative relationships between families and schools

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# The Facilitated IEP Meeting

IEP meeting facilitation is quickly becoming the most recognized strategy for improving the effectiveness and efficiency of IEP meetings. The purpose of the facilitation process is to develop and sustain collaborative relationships between team members and to preserve and maintain a productive relationship between families and schools. A facilitated IEP meeting is one in which a trained facilitator assists members of the team in developing or reviewing a student's IEP and addressing differing opinions. The focus of a facilitated IEP meeting is on the present and future needs of the student. Facilitated IEP meetings allow team members to focus on the student's education in a collaborative and respectful manner.

## The Facilitator's Role

A facilitator provides expert guidance through the implementation of a compliant IEP meeting while focusing attention on the process of the meeting. An IEP meeting facilitator can not only help a team resolve differences more immediately but where they originate. The role of the facilitator is to assist team members in communicating effectively in order to reach decisions that are in the best interest of the student. The facilitator is **not** a member of the IEP team or an advocate for any person on the team. His/her responsibility is to the whole team

rather than an individual. He/she will not offer advice, suggestions, solutions, or legal interpretation.

## What You Gain

Early resolution of conflicts can reduce the need for resolution meetings, administrative complaints, mediation, and due-process hearings, thereby saving time and money and reducing the emotional impact on all team members.

## How is a Facilitated IEP Meeting Different?

In a facilitated IEP meeting, you can expect

- ◆ A meeting agenda that is developed collaboratively and inclusive of all concerns.
- ◆ Ground rules that provide structure and focus for the meeting.
- ◆ A facilitator who treats all parties fairly and with respect.
- ◆ A focus on listening for the purpose of understanding.

## When Should I Request a Facilitator?

When the IEP team process proves difficult or ineffective at developing an IEP acceptable to the parents and school district, either party may request a facilitator, but he/she must be agreed upon by all parties.