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# Preparing for Your Child's IEP Meeting

A Parent Guide to understanding the process  
and confidently advocating for your child.



# How to Prepare for an IEP Meeting

*IEP meetings can feel overwhelming for many parents. You may walk into a room full of professionals, paperwork, and unfamiliar language. This guide helps parents understand what to expect, how to prepare, and how to advocate for the services their child needs.*



## **Review Your Child's Current IEP**

Look at your child's goals, services, and accommodations. Ask yourself if your child is making "meaningful" progress.

## **Gather Important Information**

Bring evaluations, progress reports, report cards, therapy reports, data sheets, work samples, and previous IEP for comparison.

## **Write Down Your Concerns**

Create a short list of your top concerns so they are addressed during the meeting.

## **Know Your Child's Strengths**

Your child's strengths and interests should guide educational planning.

## **Bring Support**

You can bring anyone you'd like to the meeting. This could be a spouse, friend, therapist, or educational advocate to support you.

# IEP Meeting Expectations



## Before the Meeting

- Review your child's current IEP
- Review progress reports and report cards
- Gather evaluations and therapy reports
- Write down your concerns
- Identify your child's strengths
- List services you believe your child needs
- Prepare questions for the team
- Invite someone to attend with you for support



## During the Meeting

- Ask questions if something is unclear
- Ask for data supporting recommendations
- Take notes
- Make sure services include frequency and duration
- Ask how progress will be measured



## After the Meeting

- Review the finalized IEP carefully
- Monitor whether services are being delivered
- Maintain communication with teachers
- Request another meeting if concerns arise or continue - Don't wait!

## You Are an Equal Member of the Team

Required team members:

- General education teacher
- Special education teacher
- Local Education Representative
- Evaluation Specialist (ex: Psychologist, Speech, OT, PT)

# 10 Things Schools Don't Tell Parents About IEP Meetings

1. You are an equal member of the IEP team.
2. The IEP must be based on your child's needs, not the school's resources.
3. 'Making progress' should be 'meaningful' progress.
4. You can ask to see the data behind recommendations.
5. You can ask to pause the meeting to review decisions.



6. Services should be clearly written with frequency and duration.
7. Parents can request additional evaluations.
8. The IEP is a legal document schools must follow.
9. An interpreter should be a neutral, qualified professional - not school staff who may be biased.
10. You can request another IEP meeting at any time.





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