

AGENDA FOR ANNUAL REVIEW

IDEA 2004 describes the requirements for annual review meetings in regulations:

34 C.F.R. 300.324.

This is a proposed, question-driven agenda. Any team member can recommend additional items for our annual review. Please email LIAISON's NAME at LIAISON'S EMAIL by DATE (3 days prior to the meeting) if you have additional items to add.

1. Welcome and introductions: Please share
 - Your name
 - Your role
 - One thing you hope the team accomplishes
 - One strength of the student and the evidence that you feel shows this strength
2. What are the important experiences/background/cultural/home information that the team should consider when answering questions, interpreting data and making decisions today?
3. What are the student's strengths (Update student strengths and any new data for the IEP)
4. What input do Parents / Guardians have for us to consider? (Update parent concerns in the IEP)
5. What progress has the student made toward IEP goals? (Revise all IEP goals)
6. What changes are needed to adaptations & services necessary for student progress in the general curriculum? (Revise service delivery, present levels of performance, and accommodations/modifications in the IEP)
7. Are there any special factors we need to consider?
 - Behavioral needs and services needed to support behavior
 - English proficiency and language needs
 - Visual impairment and use of Braille or other means of accessing text
 - Communication needs and, for students who are deaf/hard of hearing, opportunities to interact and communicate with peers
 - Assistive technology devices and services
 - Extended School Year services
 - Transportation
 - Additional Information: Transition requirements, other state-specific requirements
8. What is the least restrictive environment that will allow the student to make effective progress and access the life of the school? (Be sure to document any removals from the general education classroom/schedule followed by students without disabilities using data to support decisions about removal).
9. What are we grateful for? What can we improve in the future?: Please complete the anonymous feedback survey and share 1 thing that you're glad we accomplished today.

Consensus Scale:	1	2	3	4	5
	Not at all		OK		Very
	comfortable				Comfortable

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