

MAKING THE MOST OF YOUR IEP TEAM/ARD MEETING

3 Essential Tips Every Special Needs Parent
Needs to Know



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Tip # 1
Gather All
Relevant Data



- **Request your child's full educational record at least annually;**
 - **Know what their file contains;**
 - **Catch mistakes;**
 - **Be fully informed (you have the right to know what the ARD committee knows.**
- **Requesting records**
 - **FERPA requires that educational agencies and institutions comply with a request by a parent or eligible student for access to education records within a reasonable period of time, but not more than 45 days after receipt of a request. Some States have laws that may require that parents and eligible**



Request your child's data from teachers and staff:

IEP Progress reports & IEP data collection

IEP PROGRESS REPORTS:

How the child's progress toward meeting the annual goals . . . will be measured

AND

When periodic reports on the progress the child is making toward meeting the annual goals (such as through the use of quarterly or other periodic reports, concurrent with the issuance of report cards) will be provided.



- **Work samples**

- **Tests**

- **Benchmarks**

- **Common based assessments;
Screeners**

- **BOY/MOY/EOY**

- (“Beginning/Middle/End of Year)
data (grade level specific)



- **Review your child's most recent evaluations**
 - **Should they be updated?**
 - **What has changed since the last evaluation?**
- **The "REED Trap"**
- **The "Qualification Trap"**
- **The District must conduct an evaluation if:**
 - **If the public agency determines that the educational or related services needs, including improved academic achievement and functional performance, of the child warrant a reevaluation; or**
 - **If the child's parent or teacher requests a reevaluation.**



Tip # 2

Prepare your own

PLAAFP

(Present Levels of Academic
Achievement and Functional
Performance)



What is the PLAAFP?

- **The IEP must include:**
 - **A statement of the child's present levels of academic achievement**
 - **and functional performance, including:**
 - **How the child's disability affects the child's involvement and progress in the general education curriculum (i.e., the same curriculum as for nondisabled children); or**
 - **For preschool children, as appropriate, how the disability affects the child's participation in appropriate activities;**



- **The PLAAFP must pass the "stranger test;"**
- **Does the IEP accurately represent your child?**
- **Does the PLAAFP repeat from year to year/ ARD to ARD?**
- **Preparing for the ARD -**
 - **Draft your own PLAAFP to bring to the ARD committee.**
 - **Who is your kid?**
 - **Strengths/Weakness**
 - **Data & Evaluations**
 - **Observations**
 - **Relevant behavior interventions**
 - **Concerns**



Tip # 3
Get Comfortable
With
Disagreement



What is disagreement?

If parents disagree with a school Admission Review and Dismissal (ARD) Committee's proposed changes to their child's services or educational program in the Individualized Education Program (IEP), they may request an ARD meeting recess of up to 10 days.

- **Why does disagreement matter?**
 - **It is your right**
 - **It triggers additional duties for the school / ARDC**



- **Additional Duties:**
 - **During the meeting recess, the parents and the school are to consider alternatives, gather additional data, prepare further documentation, and/ or obtain additional resource persons to assist the entire ARD Committee to reach a mutual agreement.**
- **Regarding a change in IEP:**
 - **Filing a Due Process Hearing Request**



THANKS FOR ATTENDING!

For a free, personalized consultation, please contact:

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THINGS THAT SHOULD BE ON YOUR SPECIAL NEEDS PLANNING RADAR:

- How to develop a comprehensive Special Needs Care Plan
- Future Care Cost Estimates
- Texas Waivers-Interest Lists
- SSI & SSDI-Understanding the differences and knowing when to apply
- ABLE Accounts
- Beneficiary Designations
- Special Needs Trusts - How to fund them - Child Support post 18 redirected to a SNT
- Start touring Residential Living Facilities at age 15
- Guardianship, POA, HCPOA or Supported Decision Making
- Consider Guardianship 6 months before turning 18
- Post High School Education Options
- Waiting Lists for Community based care facilities

MEET THE CONSOLIDATED PLANNING GROUP TEAM!



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To schedule a free, personalized consultation:

- 1. Open the camera app on your phone***
- 2. Hover over QR code***
- 3. Click link!***



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