

IEP Meeting Debrief

1. My pre-ARD meeting with the administrator helped me prepare for the ARD meeting.

1	2	3	4	5
---	---	---	---	---

Comments:

2. My pre-ARD meeting with the parent helped me understand his/her concerns and prepare for the meeting.

1	2	3	4	5
---	---	---	---	---

Comments:

3. The purpose and agenda were understood and accurate prior to the meeting; there were no surprises during the meeting.

4. 1	2	3	4	5
------	---	---	---	---

Comments:

5. The structure of the meeting enabled the team to discuss and reach consensus.

1	2	3	4	5
---	---	---	---	---

Comments:

6. The seating arrangement promoted participation by all.

1	2	3	4	5
---	---	---	---	---

Comments:

7. Procedural interventions used (ie: agenda and discussion guideline, other visuals) supported the discussion and decision making process.

1	2	3	4	5
---	---	---	---	---

Comments:

8. Interventions to promoted psychological satisfaction set a good tone for the meeting.

1	2	3	4	5
---	---	---	---	---

Comments:

9. Interventions helped the team listen to each other and exchange ideas.

1	2	3	4	5
---	---	---	---	---

Comments:

10. Interventions enabled the team to work through strong emotions and disagreements.

1	2	3	4	5
---	---	---	---	---

Comments:

11. The team reached decisions through consensus. If not, what prevented them from reaching consensus?

12. What went well?

13. What were the challenges?

14. What would I do differently?

15. What did I learn?