

# REPORTING ASSESSMENT DATA AT THE TEAM (IEP) CONFERENCE

1. BE PREPARED AND ORGANIZED.
2. BRING SUPPORTING DOCUMENTS.
3. BE HONEST AND RESPECTFUL
4. BE ACCURATE AND THOROUGH.
5. BE SPECIFIC AND REPORT THE FACTS.
6. DESCRIBE FINDINGS IN RELATION TO STRENGTHS,  
DEFICITS, NEEDS AND GOALS.
7. DESCRIBE INTERVENTIONS THAT HAVE BEEN TRIED  
AND RESULTS.
8. DESCRIBE RELEVANT CHARACTERISTICS OF THE  
CURRENT SCHOOL PROGRAM AND ENVIRONMENT.
9. DESCRIBE SERVICE ALTERNATIVES THAT ARE RELATED  
TO THE STUDENT'S NEEDS.
10. DECIDE ON A TEAM RECOMMENDATION.

Source Unknown