

# ARD Meeting Prep Sheet

1. Make sure you have a copy of your child's current IEP and most recent evaluations. Read them prior to the ARD meeting.
2. Make a list of the progress you have seen in your child over the last year.
3. Make a list of your primary concerns for the upcoming school year/ARD meeting. Prioritize those concerns.
4. Consider the Present Level of Academic Achievement and Functional Performance (PLAAFP) from a parent's perspective:
  - Ask yourself how your child's disability impacts his or her learning.
  - List your child's strengths.
  - List your child's learning opportunities.
  - Consider what your child needs to learn next.
  - Consider if evaluations are current or if more evaluations are needed. Be prepared to request any needed evaluations.
  - Consider where you see your child in a year for each goal area.
5. List any specific questions that you would like to discuss at the ARD meeting.
6. List any goals/objectives you would like to include in your child's IEP.
7. Other issues to consider:
  - Communication between you and the school,
  - Accommodations and modifications,
  - Extended School Year (ESY) services,
  - Behavior,
  - Social/Communication skills of your child,
  - Related Services,
  - Placement,



## Resources for Families

Need more information on IDEA, IEPs, or special education? Scan the QR code to access our online resources.



## Partners Resource Network



Offices in Lubbock, Houston, Austin, El Paso, and Dallas/Fort Worth



1.800.866.4726



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[prntexas.org](http://prntexas.org)



- State/District Assessment participation,
  - Extracurricular and non-academic activities, and
  - Transition.
8. Ask for a copy of the school's "draft IEP" prior to the ARD meeting. Read the "draft IEP" and make a list of any questions or concerns you have.
  9. Create your agenda for the ARD meeting. Consider what you want the outcome to be. **Being prepared for the ARD meeting is how parents can best advocate for their child.**
  10. Call Partners Resource Network at 1-800-866-4726 if you need specific questions answered about your child's IEP.



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