**IEP Facilitator Training**

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| **Content of the**  **3-Day Certification Program:**   * IDEA Critical Basics * Facilitation versus Advocacy * Group Dynamics * Constructing Productive IEP Meetings * Convening Productive IEP Meetings * The Business of IEP Facilitation * Facilitating Open Discussions * Invaluable Tools of the Trade * Matching Resources to Resistance * Resolving Impasse * Facilitator Challenges * Ending a Facilitated IEP Meeting * Closing Facilitation * The Closure Letter * Understanding Your Role * Continuing Education * Practice, Practice, Practice…. * Self-Assessment and Feedback | **Facilitated IEPs**   * Keep the meeting focused on the needs of the student * Ensure that everyone at the table has a voice * Encourage active listening by all the participants * Keep the group from getting stuck on just one part of the IEP * Help team members stay on task and on time * Help teams develop mutually acceptable IEPs * May be used for any IEP team meeting including: initial, annual, re-evaluation, review, revision * Use an impartial facilitator who doesn’t take sides, place blame or impose decisions on team * Are a promising best practice used by other states for early dispute prevention |

**Benefits of Facilitated IEP Meetings**

* Build and improve relationships among IEP team members
* Model effective communication and listening
* Clarify points of agreement and disagreement
* Provide opportunities for team members to resolve conflicts if they arise
* Encourages teams to identify new options for unresolved problems
* Less stressful than formal proceedings
* Supports follow through and follow up by team
* Does not require a separate meeting to formalize agreements