**Note Catcher: Module 3 Webinar- Preparing and Facilitating IEP Meetings**

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| **Thread of Educational Benefit** |
| **Notes:** |

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| **IEP Members’ Roles at the IEP Meeting**  |
| **Parent/Guardian/Adult Student:****General Education Teacher:****Special Education Teacher:****Administrator/Admin Designee:****Related Service Providers:****Interpreter:****Other Notes:** |

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| **IEP Meeting Preparation Reminders and Considerations** |
| **Scheduling:****Items to Prepare:****Virtual Meeting Considerations:****Other Notes:** |

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| **Facilitation Strategies** |
| **Facilitation Charts:****Communication Strategies****Other Notes:** |