

SPARC

*Special Education Partnership
for the Amicable Resolution of Conflict*

IEP Meeting Facilitation

About SPARC IEP Meeting Facilitation

IEP meeting facilitation is quickly becoming the most recognized strategy for improving the effectiveness and efficiency of IEP meetings.

Facilitated IEP meetings...

- Allow team members to focus on the student's education in a collaborative and respectful manner.
- Create an environment of open dialogue, understanding, and trust among all team members.
- Ensure balanced participation and shared decision-making in order to reach decisions that are in the best interest of the student.

Inquiries are free and confidential.

For more information, contact our office.

**Conflict Resolution Program
Institute for Public Administration**

Phone: 302-831-8158

Email: jessicav@udel.edu

www.bidenschool.udel.edu/ipa/serving-delaware/crp/sparc

SPARC

*Special Education Partnership
for the Amicable Resolution of Conflict*

IEP Meeting Facilitation

How does a facilitated meeting work?

1. A SPARC facilitator will speak with both parties to listen to concerns, explain the facilitation process, and answer questions.
2. If all parties are willing to participate, the facilitator will create an agenda for the meeting incorporating all concerns.
3. During the meeting, the facilitator manages the meeting process so the team can focus on the needs of the student.
4. The participants control and create the outcome of the IEP meeting. The facilitator is impartial.
5. If the meeting does not end in agreement, the parties may pursue other forms of resolution or exercise their procedural safeguards.

The facilitator is not a member of the IEP team or an advocate for any person on the team.

The facilitator is an independent impartial person to the IEP team meeting process.