****

**Review of Individual Program Plan**

**(Plan should be reviewed at least twice yearly)**

**SAMPLE AGENDA**

1. Welcome & Introductions
2. Identify Meeting Minute Taker
3. Review Dates of Most Recent Assessments
   * Informal (e.g. Classroom-Based)
   * Formal (e.g. Psychological, KeyMath/Woodcock)
4. Update Programming Information
   * Grade(s)/Subject(s)

1. Discuss Present Level of Support
   * List services and amount of time for each
2. Update Strengths & Challenges
3. Outline Recommendations
   * For updating of IPP and other pertinent programming considerations
4. Other