

## PREPARING FOR AN ARC MEETING

Dear Parent:

Feel free to use this planning form to prepare in advance for your child's ARC meeting. This form is provided for your purposes and is not meant to be completed and given to any school personnel unless you choose to do so. As a valued member of your child's ARC we know you have important information that can help in the development of his/her program. We also understand that ARC meetings cover a lot of information and we all sometimes find ourselves leaving a meeting and remembering a topic we had planned to discuss.

Use this form to put your thoughts together concerning your child, and if you like, bring it with you to the meeting to make sure the ARC discusses your concerns and documents your input.

Thank you for being a valued member of your child's ARC.

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Note: Examine the purpose listed on the ARC invitation and who is invited. This will let you know what will be discussed and who should be present. If you want to request a specific teacher or service provider be present, you may want to make that request in advance, but it is not required.  
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Review the last IEP and Conference Summary to refresh your memory

- List any short-term goals you may have for your child:
  
  
  
  
  
  
  
  
  
  
- List any goals you may have for your child after they exit school (post-secondary education, employment, community skills, transportation independent living, etc.)

Do you have any concerns or celebrations you would like to share about your child?

- New Interests:
  
  
  
  
  
  
  
  
  
  
- Recent accomplishments:
  
  
  
  
  
  
  
  
  
  
- Strengths:
  
  
  
  
  
  
  
  
  
  
- Medical concerns, changes or improvements:
  
  
  
  
  
  
  
  
  
  
- List of medications and potential side effects:

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- Behavioral concerns, changes or improvements:
  
- Concerns or positives voiced by your child:
  
- What has pleased you regarding your child's program and services over the past year:
  
- Are there any medical records or outside evaluations you wish to be considered by the ARC?  
(Please bring a copy of the records to the meeting or be prepared to sign a release so the ARC can obtain a copy of the records):
  
- Additional concerns or comments: