

DECODE THE IEP: A PARENT'S STARTER TOOLKIT

UNDERSTAND THE SCHOOL DOCUMENTS, TIMELINES, AND TERMS THEY NEVER FULLY EXPLAIN—SO YOU CAN SHOW UP EMPOWERED AT YOUR NEXT IEP MEETING.





Hi, I'm Flor De Amelia—a Board Certified Behavior Analyst, Educational Consultant,—*but most importantly*, I'm also a parent to a child with unique learning needs.

I've sat in the same IEP meetings you're facing. I've felt that same frustration, overwhelm, and urgency to make sure my child gets the services they deserve.

Through my lived experience and professional expertise, I created IEP Coaching with FlorDeAmelia to offer accessible classes and empowering tools that help you become a confident voice at your child's IEP table—without feeling overwhelmed or dismissed.

IEPs can be confusing, full of jargon and pressure. But with the right support, you can learn to decode the process, set meaningful goals, and build strong communication with your school team.

Let's stop second-guessing and start advocating with confidence.

Here's to empowered parenting,
Flor

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Flor De Amelia Hoffman

Welcome!

I'm FlorDeAmelia — Board Certified Behavior Analyst, parent advocate, and proud mom. I help families transform overwhelm into clarity by teaching them how to navigate the IEP process with purpose, strategy, and heart.

With personalized support, guided IEP prep, and clear communication coaching, I empower parents to show up with confidence — not confusion.

Let's make the school system work with you — not against you.

WHAT THIS TOOLKIT WILL HELP YOU DO:

Finally understand what each part of the IEP means
Know what to expect—and when
Decode common terms and feel more confident in your role
Advocate with confidence using simple, powerful questions

IEP BREAKDOWN: WHAT EACH SECTION REALLY MEANS

What's in the IEP—and Why It Matters

Here's a simplified look at what each major section of your child's IEP typically includes:

IEP Section	What It Means
Present Levels of Performance (PLOP)	Describes where your child is currently functioning—academically, socially, behaviorally. This is the foundation for everything else.
Annual Goals	The skills or behaviors the team hopes your child will improve within a year. Goals should be SMART!
Accommodations/Modifications	Tools and changes in instruction to support your child's access to learning.
Related Services	Services like speech, OT, counseling, or ABA provided to support your child's goals.
Placement	Where your child will receive their services—general education, special education, or a mix.

ACTION STEPS: QUESTIONS + TIMELINES

Know Your Rights: Timelines That Matter

Event	Deadline
Parent request for evaluation	Must be responded to within 15–30 days (varies by state)
Completion of initial evaluation	Within 60 days of consent
IEP meeting after evaluation	Typically within 30 days of completion
Annual IEP review	At least once every 12 months
Re-evaluation	Every 3 years (minimum)



Tip: Mark these on your calendar!
If the school misses a deadline, you have the right to follow up and request written explanation.

QUESTIONS TO ASK AT YOUR NEXT IEP MEETING

**WHAT DATA SUPPORTS
THESE GOALS?**

**CAN YOU EXPLAIN HOW
THIS SERVICE WILL LOOK
IN THE CLASSROOM?**

**HOW WERE MY CHILD'S
STRENGTHS INCLUDED IN
THIS PLAN?**

**WHAT DOES "SPECIALLY
DESIGNED INSTRUCTION"
MEAN IN THIS CONTEXT?**

**WHAT PROGRESS HAS BEEN
MADE SINCE THE LAST IEP?**

**HOW WILL I BE UPDATED
ON PROGRESS—AND HOW
OFTEN?**



UNDERSTANDING IEP TERMS: A QUICK GLOSSARY FOR PARENTS

Term	Simple Explanation
FAPE	Free Appropriate Public Education —what your child is legally entitled to.
LRE	Least Restrictive Environment —your child should learn alongside peers as much as possible.
BIP	Behavior Intervention Plan —a support plan for behavior challenges.
SDI	Specially Designed Instruction —custom strategies used to help your child meet their goals.
IEP Team	Group of people (including YOU!) that create and review your child's IEP.

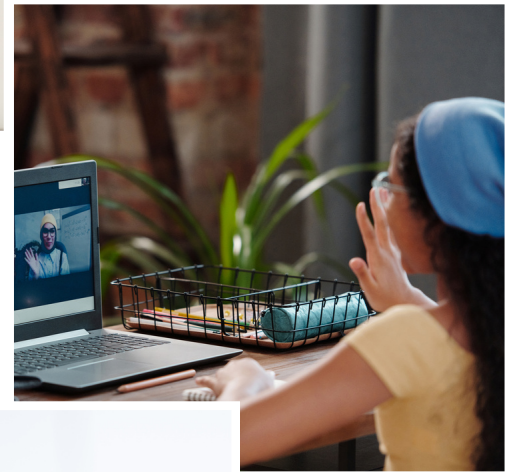
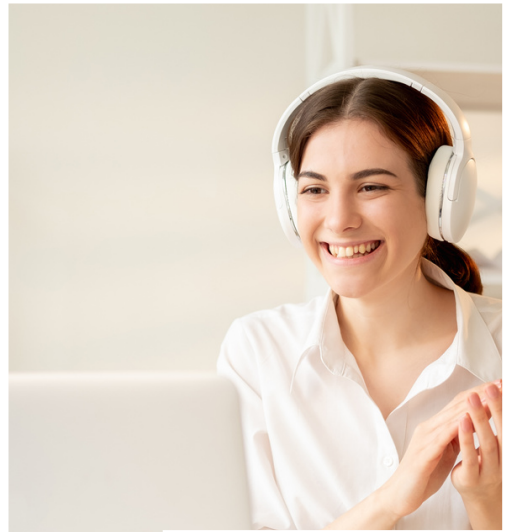


YOU'RE NOT ALONE IN THIS

Understanding the IEP is one of the most powerful ways you can support your child's education.

This toolkit is just your starting point. For deeper guidance, personalized support, and confidence-building, our IEP Coaching with FlorDeAmelia classes and coaching sessions are designed to walk with you every step of the way through the IEP journey

Let's turn confusion into confidence—together.





Flor De Amelia Hoffman

READY FOR DEEPER SUPPORT? JOIN MY NEXT IEP COACHING SESSION.

You are in possession of a tool that can get you massive results when implemented correctly. But, unless you understand how to do each step, it'll only remain an under-utilized tool that sits in your toolbox.

It's like having the roadmap to your child's success but not knowing how to follow it with confidence.

So, if you'd like to use this toolkit to its fullest potential, I want to show you how through an in-depth, advanced training where I deep dive into each part of the IEP process, step by step, providing you everything you need to know in order to maximize your results and advocate powerfully for your child.

SAVE YOUR SPOT IN THE NEXT CLASS HERE