

## ECSE TEAM MEMBER/Meeting Guide

Type of Meeting	Required Members	Could participate	Needs to be aware but does not need to attend
Part C Evaluation/ Assessment Summary	Parents/Custodial Caregiver (CC) 2 evaluators - 2 different disciplines ( written information or phone is an option but not best practice)	Social Workers PHN	District Rep
First/Annual IFSP	Parents/ CC ECSE Service Coordinator Service Providers (written info to be shared is enough but not best practice)	Social Workers PHN Community PK/ Daycare Provider	District Rep
Part B Trans Conference	Parents/CC ECSE B-3 and ECSE 3-5 (or someone with knowledge of ECSE options)	Service Providers Social Workers School Nurse	District Rep

Part B Evaluation Assessment Summary Meeting	Parents/CC ECSE Service Coordinator Evaluators ECSE 3-5 Teacher	3-5 District Service Providers  Social Worker School Nurse	District Rep
Part B IEP Meeting	Parents/CC ECSE 3-5 Teacher District Rep Reg Education PK teacher	Related Service Providers Evaluation Team Social Worker School Nurse	

\*\*\* Interpreter can be a required team member dependent on family's primary language.