

PARENT/GUARDIAN NOTIFICATION OF CONFERENCE RECOMMENDATIONS

DATE: _____ STUDENT'S NAME: _____ STUDENT'S DATE OF BIRTH: _____

Dear _____
(Parent(s)/Guardian(s) Name)

The purpose of this letter is to provide you with notification of the educational recommendation developed for your child at the conference held on _____ at _____.

At this conference it was determined that your child:

- Is eligible or continues to be eligible for special education and related services under the category of: _____
- Is not eligible for special education and related services.
- Will receive the special education and related services as listed in the IEP.
- Requires and will receive the postsecondary goals and transition services (beginning at age 14 1/2) as listed in the IEP.
- Requires and will receive a functional behavioral assessment and behavioral intervention plan.
- Was determined that the disciplinary code violation(s) was related to your child's disability.
- Was determined that the disciplinary code violation(s) was not related to your child's disability.
- Is recommended for graduation
- Other (e.g. termination of placement, aging out): _____

CHECK ONE, when applicable: I understand that as soon as possible following development of the IEP, but not more than ten (10) school days, special education and related services will be provided to my child in accordance with the IEP, and

- I agree to waive the requirement of a ten school days interval before an initial or change of placement occurs.
- I do not agree to waive the requirement of a ten school days interval before an initial or change of placement occurs.

(Date) (Parent/Guardian Signature)

Please refer to your copy of the IEP conference summary report which contains the information used in making these recommendations. Please review the parental rights information in the **Explanation of Procedural Safeguards**. If you wish to discuss any concerns or have questions regarding your rights of this information, please contact:

Name: _____ Title: _____ Telephone: _____

Sincerely,

(Signature)
Name: _____
Title: _____