

**EXCUSAL FROM ATTENDANCE AT IEP MEETINGS
Of
REQUIRED IEP TEAM MEMEBERS**

Date: _____

Student: _____

Date of IEP Meeting: _____

Name of Parent(s)/Decision Maker: _____

Name of School Representative: _____

Position of School Representative: _____

UNDERSTANDINGS

I have been informed and understand that the IEP team must include at least the following: (a) parent of the child; (b) one regular education teacher of the child (if the child is, or may be, participating in the regular education environment); (c) one special education teacher or special education provider of the child; (d) a representative of the school district; (e) an individual who can interpret the implication of evaluation results.

I have also been informed and understand that: (a) all of the required member of an IEP team (listed above) must attend each IEP meeting unless both the parent and the school representative agree in writing that a required team member may be excused from attending a meeting that will involve a modification to or a discussion of the required team member's area of the curriculum or related services, only if: (1) both the parent and the school representative give written consent for the member to be excused; and (2) the member submits written input regarding the development of the IEP to both the parent and the other members of the IEP team prior to the meeting.

**IEP TEAM MEMBER'S AREA OF THE CURRICULUM OR
RELATED SERVICES IS NOT BEING MOTIFIED OR DISCUSSED**

(Position of Team Member)

- The member of the IEP team noted above will **not attend the IEP meeting** as both the school and the parent agree that the team member's attendance at this meeting is not necessary.

OR

- The team member of the IEP team noted above will **only attend the portion of the IEP meeting** in which the following issues are discussed:

I Agree Disagree

with the above marked statement:

(Parent/Legal Decision Maker)

Date: _____

(Authorized District Representative)

Date: _____

**THE IEP TEAM MEMBER'S AREA OF THE CURRICULUM OR RELATED
SERVICES MAY BE MODIFIED OR DISCUSSED**

(Position of Team Member)

The member of the IEP team noted above is **excused from attending this IEP meeting**, providing that the member submits written input related to the development of the IEP to both the parent and to the other members of the team prior to the meeting.

I Consent Do not consent

with the above marked statement:

(Parent/Legal Decision Maker)

Date: _____

(Authorized District Representative)

Date: _____