



Agreement to Excuse Attendance of an IEP Team Member(s)

Required PRIOR to meeting

Student Name: _____ District: _____

Date of scheduled IEP: _____

Staff Member(s)	Program/Service Role	Check appropriate column explaining why the IEP team member is being mutually excused from the meeting:	
		Area of Curriculum or Related Service is not being discussed or modified	Written input regarding area of Curriculum or Related Services has been submitted to the parent and the IEP team prior to the meeting

Check **one** of the following statements:

- ☐ I, as parent/guardian of the child named above, accept the attached written evaluation report and/or written input for the staff member(s) listed and excuse them from attending my child's IEP Team meeting.
- ☐ I, as parent/guardian of the child named above, excuse the following staff member(s) from attending my child's IEP Team meeting, and understand that no written report/input is attached as their area of service is not being discussed or modified at the IEP Team meeting
- ☐ I do not agree to this excusal, and request another IEP be scheduled when all can attend.

(Parent/guardian signature)

(Date)

(District representative signature)

(Date)

*A copy of this signed form must be uploaded to Illuminate