Agreement to Excuse Attendance at IEP Meeting

Student Name: _______________  IEP Meeting Date _____ / _____ / _____

Parents,

An IEP Team member is not required to attend an IEP meeting if that member’s area of curriculum or service is not being modified or discussed, and the parent, and the area education agency or school agree.

A IEP Team member, whose input for a meeting is required because of modification or discussion of that member’s area of curriculum or service, may be excused if the parent, and the area education agency or school consent to excuse the member, and the member submits the input in writing prior to the meeting.

The agreement to excuse any member from the IEP meeting must be documented in writing.

We agree that the following individuals do not need to attend the IEP meeting:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Input not needed</th>
<th>Input needed: written input will be provided</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td></td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Signed Agreement

_________________________ / / __________________
Parent(s) Date

_________________________ / / __________________
School or Area Education Agency Representative Date