

**LOS ANGELES UNIFIED SCHOOL DISTRICT
IEP Team Member Written Excusal Form**

Student's Name: _____

Date of IEP Team Meeting: ____/____/____

Individuals with Disabilities Education Act (IDEA), 2004, provides that a member of the Individualized Education Program (IEP) team may be excused from attending an IEP team meeting, in whole or in part, in two situations.

- 1) If the IEP Team member's area of the curriculum or related service is not being modified or discussed at the IEP team meeting and the parent (or student who is at least 18 years old) and the designated LAUSD IEP team representative mutually agree in writing to excuse the team member's attendance; or,
- 2) If the IEP team meeting does involve a modification to or discussion of the team member's area of the curriculum or related service, and the parent (or the student who is at least 18 years old) and the designated LAUSD IEP team representative mutually agree in writing to excuse the IEP team member's attendance, *and the member submits, in writing to the parent and the IEP team, input into the development of the IEP prior to the meeting.*

Individualized Education Program Team Members	Area of Curriculum or Related Services	Check the appropriate column below (please choose only one):	
		Area of Curriculum or Related Services is Not Being Discussed or Modified	Area of Curriculum or Related Services is being discussed or modified AND the IEP team member has provided written input to the parent and the IEP team prior to the IEP meeting

By mutual agreement, the IEP team members identified above is/are excused from being present and participating in the IEP meeting referenced above.

Signature of District Representative: _____ Date: ____/____/____

Signature of Parent*: _____ Date: ____/____/____

Signature of Parent*: _____ Date: ____/____/____

Signature of Adult Student**: _____ Date: ____/____/____

*Parent as used above means parent, guardian, or appointed surrogate parent.

**Adult student as used above means the student is at least 18 years old and has not had a conservatorship established.