
Eastern Illinois Area of Special Education

5837 Park Drive, Suite 1

Charleston, IL 61920

Phone: (217) 348-7700 - FAX: (217) 348-7704

Parent/Guardian Notification of Conference Recommendations

NAME OF CHILD	DATE OF BIRTH	DATE

Dear

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 _____
Month/Day/Year

Building, Room and Address

At this conference it was determined that your child:

- Is eligible or continues to be eligible for special education and related services as listed in the IEP.
(Eligibility Determination: _____)
- Is not eligible for special education and related services.
- Requires a change in eligibility, as listed in the IEP conference summary report.
- Will receive the special education and related services as listed in the IEP.
- Requires a change of special education and/or related services/educational placement as indicated in the IEP.
- Requires a placement in an alternative educational setting as documented in the IEP.
- Will be discontinued from special education and related services due to determination of ineligibility or reaching the age of 22.
- Is recommended for graduation.
- Will be assessed with the Illinois Alternate Assessment (IAA). The IAA is aligned with the Illinois Learning Standards (grade level academic content) and scored against alternate achievement standards.
- Other _____

CHECK ONE:

- I agree to waive the requirement of a ten calendar day interval before placement occurs.
- I do not agree to waive the requirement of a ten calendar day interval before 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

Phone

Sincerely,

Signature