

# IBERVILLE PARISH PUBLIC SCHOOLS

Revised, 02/2005

## Prior Notice of Proposed Action by Local Education Agency Parent Not In Attendance

Date: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student: \_\_\_\_\_ School: \_\_\_\_\_

Dear: \_\_\_\_\_

Iberville Parish Public Schools have made several attempts to contact you via letter and telephone for the purpose of holding an Individualized Educational Program (IEP) meeting for your son/daughter \_\_\_\_\_. The IEP will be implemented as written in ten days from the date of this letter. I have enclosed a copy of the review IEP for your signature. Please note the progress made as indicated in the general student information (page 1 of the IEP document). Please also read carefully the new goals and objectives.

\_\_\_\_ Placement has changed from \_\_\_\_\_ to \_\_\_\_\_. This placement is a more/less restrictive placement.

\_\_\_\_ Other changes made to \_\_\_\_\_'s IEP are as follows: \_\_\_\_\_

---

\_\_\_\_ Placement has Not Changed.

If you agree with the IEP, please sign it and return it to me. I will make a copy of the IEP and mail a signed copy to you. I thank you for your immediate attention to this very important notice. I look forward to hearing from you within the next two days.

Should you want additional assistance, you may contact the agency or agencies identified below for assistance in understanding your rights in this matter.

Sincerely,

\_\_\_\_\_

\_\_\_\_ I have received a copy of the IEP and agree with the changes made to the IEP.

\_\_\_\_ I have received a copy of the enclosed rights.

X \_\_\_\_\_  
Parent's signature