



Form 5b - Agreement to Revise the IEP Between Annual Review Meetings

Local Education Agency _____ Case Manager _____

Student Name _____ Date of Birth ____/____/____ Child Count ID # _____

PARENTAL AGREEMENT NOT TO HOLD A FORMAL IEP MEETING:

An annual IEP meeting was held on ____/____/____. The Local Education Agency (LEA) and the Parent would like to revise the IEP and have agreed that a formal IEP meeting is not necessary in order to make the changes. This agreement, made as of ____/____/____, was completed through:

- a face to face conversation a telephone conversation a postal correspondence
- an email correspondence with a documented returned confirmation of receipt
- Other (specify): _____

The authorized LEA staff below has explained to the Parent that he or she is not required to enter into this agreement and that the Parent may ask for a formal meeting of the IEP Team to discuss this matter.

_____/_____/_____
 Authorized LEA Staff Signature Date

Summary and justification for the revisions:

The Effective Date of the IEP revision(s) will be: ____/____/____.

If you have additional questions regarding this IEP revision, or would like to discuss this further, please contact me by phone at: _____ or write to me at:

Printed Name and Position: _____

Mailing Address: _____

Enclosures: Revised IEP pages (*provided to Parents and IEP Team Members*)