



GREENBURGH-GRAHAM UNION FREE SCHOOL DISTRICT
1 SOUTH BROADWAY
HASTINGS-ON-HUDSON, NEW YORK 10706
PHONE: 914-478-1106 FAX: 914-478-4318

Andrea Albert Loscalzo, Psy.D.
Director of Pupil Personnel Services

COMMITTEE ON SPECIAL EDUCATION

EXCUSAL OF REQUIRED CSE MEMBER

Date:

Re:

Dear Parent/Guardian:

In accordance with the Individuals with Disabilities Education Act (IDEA), the parent of a child with a disability and the district may agree, in writing, that a mandated member of the Committee on Special Education (CSE) be excused from attendance, when the meeting does not involve a modification to or discussion of the member's area of the curriculum or related services. In addition, even when the meeting involves a modification to the student's IEP or discussion of the member's area of the curriculum or related services, the parent of a child with a disability and the district may agree, in writing, that the member of the CSE be excused from the meeting, as long as the excused member provides a written statement to the parent and the CSE, in advance, with input into the development of the IEP.

Enclosed please find a Required Committee on Special Education Member Excusal Form. Once we receive consent from you to evaluate your child, we will schedule a meeting. The District seeks your consent to allow the excusal of an additional Parent Member. If this meeting involves a modification or discussion of the excused member's area of curriculum or related services, the excused member will submit written input into the development of the IEP to you and the Committee, prior to the meeting.

If you agree to excuse the Committee member named above, please sign and date the form enclosed and return it to our office immediately. This agreement is limited to this meeting only. In addition, you have the right to have the meeting rescheduled, with the excused member in attendance, in the event that you wish to have the excused member's direct participation.

If you have any questions regarding this notice or the request for consent, please do not hesitate to contact our office. Previously you have received a Procedural Safeguards Notice that explains your rights regarding the special education process, but if you need an additional copy, please contact our office.

Sincerely,

Andrea Loscalzo

Andrea Loscalzo, Psy.D.
Director of Pupil Personnel Services

Encl: 1. Required Committee on Special Education Member Excusal Form

