

As a parent/legal guardian you have the right to be involved in planning and decision-making with regard to Special Education services for your child. If you choose not to be involved in this process, upon your request a Surrogate Parent can be assigned by the school district to represent your child in Special Education due process. The responsibilities of the Surrogate Parent pertain only to the area of Special Education. You have the right at any time, in writing, to request that the services of the Surrogate Parent be terminated. If you have any questions please feel free to contact me.

Sincerely,

Mike Meyer, Surrogate Parent Coordinator
Duluth Public Schools
(218) 336-8700 x 1167
Michael.Meyer@duluth.k12.mn.us

Date _____

I am requesting that you appoint _____
Name Telephone

Address / Zip Code

to serve as a surrogate parent for my child _____ for special education
planning purposes.

Signature

Printed Name

Address/Zip

Telephone

