



IEP Transition Meetings UPDATE

CHANGE: ***Parent consent is required annually*** for all agency representation who will likely be responsible for providing or paying for transition services before their attendance at an IEP meeting at the beginning of each school year.

In accordance with IDEA 34 CFR § 300.321(b)(3) & COMAR 13A.05.01.07A(3)-When a purpose of the IEP meeting is to consider transition services, the public agency must ensure that the IEP team invites: 1) the student; and 2) a representative of any other agency that is likely to be responsible for providing or paying for transition services, **with the consent** of the student's parent or the student, if the student has reached the age of majority in accordance with State law.

FCPS is not changing the IEP invitation process. Please take the following actions:

- Obtain parental consent at the beginning of each school year where secondary transition will be an IEP team meeting topic. **Complete** the NEW form, **SE: 39 Consent for Agency Invitation to Transition Meeting**, located on FormFinder under Special Education.
- Maintain the signed SE: 39 in the student's blue folder in the transition folder.
- Make sure that all participating agencies are on the "Invite List" within the IEP notification after obtaining parental consent to invite. Although DORS is a division within MSDE, parental consent must be obtained as with any other participating agency.
- When coordinating the actual IEP meeting, ensure that the parent is aware of all participating agencies that have been invited to attend on the IEP team notification. Participating agencies must match the agencies the parent consented to using the SE: 39. The parent may choose NOT to include invited agencies at the meeting, upon receipt of the notification, even if they originally consented using the SE: 39.
- Use **SE: 6A, STUDENT NOTIFICATION OF INDIVIDUALIZED EDUCATION PROGRAM (IEP)TRANSITION MEETING** to invite students to participate in the IEP meeting when transition will be discussed.