

Student Name

Date of Conference

**CHANGES RECOMMENDED:**

**REASON FOR CHANGE:**

Is this considered a change in services?      YES      NO

If yes, explain:

**Procedural Safeguards:**

Parent has been given a copy and offered a full explanation of the Notice of Procedural Safeguards.

Signature of Parent/Guardian/Surrogate  
*(If 18 years old, student may sign)*

Date

Name of Teacher of Record

Date

The Addendum Case Conference packet must be a complete Case Conference/IEP.