Student: School: DOB:

Dear Parent/Guardian:

Attached is a copy of the draft goals and objectives for your child’s upcoming ARD meeting. This draft copy is being provided for you to review prior to the meeting. We would like your input on the goals and objectives. If you have questions or would like to discuss the proposed goals and objectives please contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

The proposed goals and objectives will be reviewed and finalized at the ARD meeting. We strongly encourage you to attend so you can assist during the process. Thank you for your cooperation in helping us to meet the educational needs of your child.

Sincerely,

Name

Position