



Section 504 Meeting Notice

Date:

TO:

FROM:

This letter is to advise you of a 504 meeting for

The purpose of this meeting is to: *(check all that apply)*

Review evaluation results and consider 504 eligibility

Review 504 plan

Other:

Meeting is scheduled for

Date:

Time:

Location:

Your attendance at this meeting is important. If you cannot attend, you may request to have the meeting rescheduled.

Enclosed are Section 504 Parent/Student Rights in Identification, Evaluation and Placement.

Sincerely,

Section 504 Coordinator/Phone number

Enclosure

C: Student Cumulative File

波特兰公立学校

504 部分会议通知

日期

至:

从:

这封信是通知你(学生姓名)的一次 504 会议.

这次会议的目的是:

- 回顾评估结果和考虑 504 的资格性
- 回顾 504 计划
- 其他: _____

会议是预定的

日期:

时间:

地点:

你出席这次会议很重要. 如果你不能够参加, 可以请求重新预定会议.

附上第 504 项父母/ 学生确认, 评估和安置的权利.

真诚地,

504 部分协调员/电话号码

附件

C: 学生累积的档案