

DOCUMENTATION OF ASSESSMENT TEAM MEETINGS

Both the public school and private school personnel shall maintain documentation of the meetings and decisions made for the student. Such documents shall be maintained confidentially. (Utah Code annotated 53A-1a-704(2)(b))

Student Name:	Date of Meeting:	
List all in attendance in the boxes below:		
Print Name	Signature	Role
		Guardian
		Private School
		LEA
		Other: (explain)
Purpose of Meeting:		
Final Decision Made (if any):		

NOTES: