

**NOTICE OF RESPONSE TO AN ACTIVITY  
REQUESTED BY A PARENT**  
Form M-1 (Rev. 07/2006)

\_\_\_\_\_ **SCHOOL DISTRICT**

*[If you need this notice in a different language or communicated in a different way or have questions about this notice, please contact \_\_\_\_\_ at \_\_\_\_\_.]*

Dear \_\_\_\_\_

Date \_\_\_\_\_

On \_\_\_\_\_ you requested that the \_\_\_\_\_ School District take / **not take** the following action regarding your child \_\_\_\_\_:

This notice is to inform you that the \_\_\_\_\_ School District

Proposes the following action regarding your request (*explain, including options considered, if any, and reasons rejected*)

Refuses your request (*explain, including options considered, if any, and reasons rejected*)

You and your child have protection under the procedural safeguards (rights) of special education law. The school district must provide you with a copy of your procedural safeguards once a year. Enclosed is a copy or earlier this year you received a copy of your procedural safeguard rights in a brochure about parent and child rights. If you would like another copy of this brochure, please contact the district at the telephone number above. In addition to district staff, you may also contact \_\_\_\_\_ at \_\_\_\_\_ if you have questions about your rights.

Sincerely,

\_\_\_\_\_  
Name and Title of District Contact Person