## Kentucky Public School District Personnel Documentation of Parent Contact

| District Name:  |
|---|
| Section 504 Meeting Information   |
| Student Name:   |
| Date:   |
| Time:   |
| Location:   |
| FOR KPSD STAFF TO COMPLETE  |
| Parent WILL attend the 504 team meeting.  Parent WILL NOT attend the 504 team meeting.                    |
| Parent Contact(s) Made Regarding Attendance at 504 Team Meeting (Specify date and type of communication): |
|   |
|   |
| If parent will not attend or if you were not able to contact the parent explain:                          |