



*A Tradition of Excellence*

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Brad Verthein  
Assistant Superintendent  
for Student Services

September 5, 2019

**RE: IEP Related Service Logs**

Dear Parent/Guardian:

You are receiving this letter because you have a child with an IEP that may include related services. Hinsdale Township H.S. District 86 will maintain related service logs that record the type and number of minutes of the related service(s) administered to your child. Copies of any related service logs will be available to you at your child's annual review IEP meeting. You may also request a copy of the related service logs at any time.

If you would like to receive copies of your child's related service logs, please send your written request to your child's case manager.

Sincerely,

A handwritten signature in cursive script that reads "Brad Verthein".

Brad Verthein  
Assistant Superintendent for Student Services