**Section 755.100 Development of the IEP**

a) There shall be an IEP meeting at the time of or following admission of the student for the purpose of reviewing and/or revising the IEP. An IEP team, whose members shall include the parents, and appropriate diagnostic, educational and local school district staff shall be invited to attend. At ICRE-R, the transition service part of the plan will be developed with related services staff, parents and local school district staff invited to attend.

b) When the representative of the local school district who has the authority for obligation of funds, or the parent, is unable to attend the meeting in person, the School shall make every effort to obtain their participation in the process by telephone. If the local school district is not present and if a commitment of funds from the local school district is required, the IEP meeting shall be recessed until the district's commitment is obtained.

c) A general education educator from the local school district shall participate in the IEP meeting.

d) A team member may be excused from attendance when the LEA, parent and School agree, in writing, that the member's attendance is not necessary.

e) The School official, parents and local School district shall sign the completed IEP.

1) When a student is self referred to ISD or ISVI (see Section 755.25(a)(2)), the local school district's signature shall be requested on the IEP, but is not required.

2) The signature of other participants at the IEP meeting shall be requested on the IEP, but are not required.

(Source: Amended at 37 Ill. Reg. 17109, effective October 8, 2013)