

**Annapolis Valley Regional School Board
MINUTES OF STUDENT PROBLEM-SOLVING MEETING (sample)**

Student Information:

Name: _____ DOB: _____

School: _____ Homeroom Teacher: _____

Phone (H): _____ Legal Guardian(s): _____

Date: _____

Meeting:

Meeting requested by: _____

Position: _____

Participants at Meeting:

The following notes record the key points made in discussion at a meeting to consider education needs of, and plans for, the above named student. (Attach additional sheets, if necessary.)

Recorder's Name: _____