**CIS Agency Address:**

**Cinwaanka Hay'ada CIS:**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Taariikhda: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Mudane \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This letter is to confirm that a team meeting has been scheduled for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (child’s name) to discuss:

Warqadan waxaa laguugu xaqiijinayaa in kooxda kulankeeda la mudeeyay \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (magaca ilmaha) si looga wada hadlo:

Evaluation and Eligibility Determination

Qiimaynta iyo Go'aaminta U Qalmidda

* Development of the One Plan / Samaynta One Plan
* 6-month/periodic review of the One Plan / Qiimaynta 6-bilood/mudiiba mar ee One Plan
* Annual Review of the One Plan / Qiimaynta Sanadkii ee One Plan
* Transition Conference/Transition Planning / Shirka Kala Guurka/Qorshaynta Kala Guurka
* Kulanka kooxda ee ujeedadiisu tahay (Team meeting for the purpose of): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kulanka waxaa la qaban doonaa / The meeting is scheduled for:

Taariikhda / Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saacada / Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goobta / Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In addition to you, the following people have been invited to this meeting / Marka adiga lagaa tago, dadka soo socda ayaa lagu soo casuumay kulanka:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If there are other individuals you would like to invite, please feel free to do so, or let me know if you would like me to do it for you. If circumstances change and this is not a convenient time or location for you, please contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (phone & email) and the meeting will be rescheduled.

Hadii ay jiraan shakhsiyaad kale oo aad doonayso inaad kusoo casuunto, kusoo casuun, ama ii sheeg hadii aad doonayso inaan anigu kusoo casuumo. Hadii xaaladu is badasho oo ayna markaa ahayn wakhti ama goob adiga kugu haboon, fadlan waxa aad igala soo xidhiidhaa \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (taleefanka & iimeelka) oo kulanka wakhti kale ayaa la qaban doonaa markaa.

Thank you. I look forward to seeing you there.

Waad mahadsan tahay. Waxa aan rajaynayaa inaynu halkaas ku kulano.

Sincerely,

Mahadsanid,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name/ magaca), \_\_\_\_\_\_\_\_ (credentials/ aqoonsiga)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (role / booska shaqada)

og/cc: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name / magaca), \_\_\_\_\_\_\_\_\_\_\_ (role / booska shaqada)