



Schools: Retain this completed form for your records

Consent to M.F. External Monitor to Observe Section 504 Team Meeting

In the Spring of 2023, the New York City Department of Education (DOE) entered into a settlement agreement to resolve a lawsuit concerning diabetes-related care and services in DOE public schools. More information about the case (M.F., et al. v. DOE, et al.) is available on the DOE website at: <https://www.schools.nyc.gov/school-life/health-and-wellness/staying-healthy/diabetes>

As part of the settlement, an External Monitor will observe a number of Section 504 Team meetings to see how the Section 504 process is going for DOE K-12 students with diabetes. The External Monitor will only listen and observe, they will not be an active participant in the meeting. They will use their observations to give the DOE feedback on how it can improve the Section 504 process for students and their families.

Please complete this form if you consent to the External Monitor and/or a member of their team attending your child’s 504 Team Meeting. DOE will keep consent forms on file until August 15, 2026, or through the end of the stipulation period. However, you may revoke consent at any time by contacting the Section 504 Coordinator at your child’s school.

I, _____ (Parent/guardian, or student (if an emancipated minor or 18 years of age or older)), consent to the External Monitor/designee attending my/my child’s 504 Team meeting.

I understand that the External Monitor/designee will learn information related to my/my child’s diabetes accommodations and health services for the purposes of evaluating DOE’s compliance with the M.F. settlement agreement.

Student Name:

School

OSIS Numbe

Parent/Guardian Signature

Date

Student Signature (if emancipated or 18 or older): _____ Date: _____