

Request for Mediation

Special Education



Mediation is a voluntary process where a trained neutral and third-party, assigned by the Idaho Department of Education, provides a structure for parents/adult students and district/charter personnel to identify points of agreement. They work to resolve points of disagreement concerning the identification, evaluation, educational placement, or provision of free appropriate public education (FAPE). Mediation aims to build positive working relationships, encourages mutual understanding, and helps the parties focus on their common interest – the student. There is no charge for mediation to either the district/charter or the parent. The parent/guardian and school district/charter must agree to participate in mediation. Please see Chapter 13 of the Idaho Special Education Manual for additional information.

I have read the above statement and understand that the school district/charter and the parent/guardian must agree to mediation for this request to move forward. I acknowledge that the mediator is a neutral party and NOT a team member, an advocate, or a decision-maker.

Date: _____

Mediation request is being initiated by (check one):

Parent Guardian Adult Student School District/Charter Representative

STUDENT INFORMATION

Name of Student: _____

Address: _____

Grade: _____ Age: _____

School District/Charter: _____ School Student Attends: _____

PARENT/GUARDIAN INFORMATION

Name of Parent/Guardian: _____

Address: _____

City: _____ Zip: _____

Email: _____ Phone: _____

DISTRICT/CHARTER INFORMATION

Name of School District/Charter: _____

Name of Special Education Director: _____

Email: _____ Phone: _____

Request for the mediator to address the following issues:

- Identification/Evaluation
- Related Services
- Assistive Technology
- Progress Reporting
- Transition
- Discipline/Behavior
- Other:
- Accommodations/Modifications
- Placement
- Goals and Objectives
- Services
- Present levels of performance
- Implementation of IEP

Proposed resolution to the problem (to the extent known and available at this time):

You may mail or email the mediation request form to the following:

Dispute Resolution Coordinator
Idaho Department of Education
PO Box 83720
Boise, ID 83720-0027

Email: disputeresolution@sde.idaho.gov

The Idaho Department of Education takes precautions to maintain the confidentiality of personally identifiable information. However, email communications are not always secure and may be read by individuals who are not the intended recipients. By completing this form and emailing it to the Idaho Department of Education, you acknowledge that you understand the potential risks and are voluntarily communicating by email.

NOTE: Our office will appoint a mediator within three business days of all parties agreeing to mediate. The mediator will coordinate a date and time that works for all parties.