



Request for Mediation

Special Education

Mediation is a voluntary process where a State Department of Education (SDE) trained neutral and third-party provides a structure for parents/adult students and district 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, encourage mutual understanding, and help the parties focus on their common interest – the student. There is no charge for mediation to either the district or the parent. Both the parent/guardian and school district 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 both parties must agree to mediation for this request to move forward. I acknowledge the mediator is a neutral party and is NOT a member of the team, an advocate or decision maker.

Date: Click or tap to enter a date.

Mediation request is being initiated by (check one):

Parent Guardian Adult Student School District Representative

Are both parties aware of this request? (check one): Yes No

Are you OK with a virtual mediation? (check one): Yes No

STUDENT INFORMATION

Student Name:

Student's Grade: Student's Age:

School Student Attends:

School District/Agency:

Parent/Guardian Name:

Email:

Telephone:

DISTRICT INFORMATION

Special Education Director Name:

Phone:

Email:

Request for the mediator to address the following issues:

- | | |
|--|--|
| <input type="checkbox"/> Identification/Evaluation | <input type="checkbox"/> Accommodations/Modifications |
| <input type="checkbox"/> Related Services | <input type="checkbox"/> Placement |
| <input type="checkbox"/> Assistive Technology | <input type="checkbox"/> Goals and Objectives |
| <input type="checkbox"/> Progress Reporting | <input type="checkbox"/> Services |
| <input type="checkbox"/> Transition | <input type="checkbox"/> Present levels of performance |
| <input type="checkbox"/> Discipline/Behavior | <input type="checkbox"/> Implementation of IEP |
| <input type="checkbox"/> Other: | |

Specific proposed resolution of the problem (to the extent known and available at this time):

**The Idaho State 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 State Department of Education you acknowledge that you understand the potential risks and are voluntarily communicating by email.*

If you do not wish to email this form, you may print, sign and mail the completed form to

*Dispute Resolution Program
Idaho Department of Education
PO Box 83720
Boise, ID 83720-0027.*

****NOTE:** Our office will appoint a mediator within 3 business days of all parties agreeing to mediate. The mediator will coordinate a date and time that works for all parties.