

Bureau of Special Education Appeals Division of Administrative Law Appeals

Mediation &
Facilitation



Bureau of Special Education Appeals

Separate from Department of
Elementary and Secondary
Education (DESE)

Due Process Hearings

- Present evidence, legal arguments, binding decision by neutral Hearing Officer

Mediation

- Voluntary, confidential, settle the disagreement with help of neutral Mediator

Facilitated Team Meetings

- Conduct team business with help of neutral Facilitator

IEP Rejections/Non-responses

- Send out informational packets to families

Technical Assistance Calls

- General information about dispute resolution options

BSEA Mediation



Collaborative Problem-Solving Process



Voluntary



Confidential



Not a Hearing



Benefits: Time/Relationship/Agreement Rate

Requesting a Mediation

Can be requested at any point in the process. Try and resolve at the team level first.



CALL OR EMAIL
THE MEDIATOR
– SHARE BASIC
INFORMATION



MEDIATOR
PASSES
REQUEST TO
OTHER PARTY



COMPLETE +
RETURN
FORMS TO
BSEA
MEDIATOR



SCHEDULE
MEDIATION:
3-6 WEEKS



MEDIATOR
SETS-UP
MEDIATION

Work Towards Resolution — Use Mediation to Find
a Way to Move Forward

The Mediation

Introduction

- Set ground rules
- Introductions

Joint Session

- What are you looking for in a Mediated Agreement?
- Be specific, but not exhaustive

Private Sessions

- Meet privately with mediator
- History / Brainstorming / Reality Checking

Resolution (Mediated Agreement, Next Steps)

Which process am I looking for?

Mediation

- Have met as a team
- Have responded to IEP
- Have specific areas of disagreement
- Want to reach resolution
- Outside of team process
- NOT a Team Meeting

Facilitation

- Need to meet as a team
- Need to conduct team business
- NOT a Mediation

Our Team:

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