

State of Oregon
Department of Education
Office of Student Learning & Partnerships

Agreement to Participate in the Advisory Opinion Process

Case Number (if applicable) : _____

By signing this document, I agree to abide by the following procedures in the advisory opinion proceeding:

- (1) The proceedings will not be recorded or transcribed.
- (2) The process will not be open to the public;
- (3) Witness presentations, whether in question and answer format or not, will not be under oath but all witnesses are expected to tell the truth;
- (4) Unless the advisory opinion administrative law judge (ALJ) determines otherwise, once the advisory opinion proceeding has begun, there will be no adjournments;
- (5) The parties' presentations will be conducted as follows:
 - (a) The party requesting the hearing will be allocated 90 minutes to present that party's case. No cross-examination or objections will be permitted during this time.
 - (b) The responding party will then be allocated 90 minutes to present that party's case. No cross-examination or objections will be permitted during this time.
 - (c) The requesting party will then have 15 minutes to ask questions of any witness or elaborate on any part of that party's case.
 - (d) The responding party will then have 15 minutes to ask questions of any witnesses or elaborate on any part of that party's case.
- (6) The advisory opinion ALJ may ask questions of any witness at any time. Time consumed in responding to the ALJ's questions will not extend a party's allocated periods.
- (7) The advisory opinion ALJ will render an oral advisory opinion within an hour of the close of presentations. The ALJ need not respond to questions concerning the advisory opinion.
- (8) After rendering an advisory opinion, an advisory opinion hearing officer may facilitate settlement discussions.
- (9) The rendering of an advisory opinion has no effect on the party's right to proceed to a due process hearing or on the outcome of any due process hearing, and the advisory opinion will be confidential and not admissible in any due process hearing.
- (10) The advisory opinion ALJ will not be a witness in any subsequent due process hearing involving the issues raised in the advisory hearing process and will be precluded from servicing as the ALJ in any later hearing involving issues raised in the advisory opinion process.

Signature (Parent) Date

Signature (District) Date

Signature (Parent) Date

Position

Print Name

Print Name