



There is another way.

Resolution Meeting Facilitation (RMF) helps parents and educators focus on the student's needs.

A trained facilitator works with both parties to resolve disagreements, which could eliminate the need to move forward with due process.



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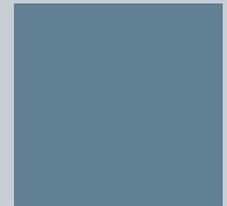


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OFFICE FOR
DISPUTE RESOLUTION

Resolution Meeting Facilitation



An alternative
for resolving
disagreements about
special education

What is RMF?

A **Resolution Meeting** is required for due process requests initiated by parents, unless both parties agree to try mediation.

When a due process hearing is requested, a dispute exists, and the two parties may have difficulty reaching agreement at a resolution meeting. The presence of a **neutral facilitator** at the Resolution Meeting may result in a more effective and successful meeting.

If both parties believe that the use of a neutral third party will increase the likelihood of reaching agreement, **ODR will send a facilitator upon request.**

What are the benefits of RMF?

Resolution Meeting Facilitation (RMF) is designed to ...

- Build and improve the relationship between parents and educators
- Provide opportunities for both parties to resolve conflicts
- Encourage parents and educators to identify new options to address unresolved issues
- Create a less stressful meeting
- Support all parties in participating fully
- Provide an opportunity to resolve issues and negate the need to move forward with due process

Who can request RMF?

Either the parent or school personnel (local education agency) can request **Resolution Meeting Facilitation (RMF)**. However, both sides must agree to include a facilitator at the Resolution Meeting, because it is a voluntary process.

When does RMF happen?

According to law, the Resolution Meeting must be held within 15 days of the due process request. However, to give every opportunity for agreement, ODR will send a facilitator up to **30 days** after a due process request has been received.

Is there a cost for RMF?

There is **no charge** to either party – parents or educators – for the use of the Resolution Meeting facilitator. RMF is free.



How is the RMF process started?

When parents and educators agree on the **date, time and place** for the Resolution Meeting, and have agreed to use a **facilitator**, ODR can be contacted.

When a request for RMF is received, ODR assigns a facilitator to attend the meeting.

At the meeting, the facilitator asks all parties to sign forms to show their agreement to the presence of the facilitator.

What is the facilitator's role?

The **facilitator** ...

- Helps the parties focus on the student's needs
- Helps the parties resolve disagreements that arise during the meeting
- Models effective communication and listening
- Maintains open communication among all parties
- Maintains impartiality and does not take sides, place blame or determine if a particular decision is right or wrong
- Clarifies points of agreement, but does not impose a decision on the group