

# SCHOOL AGREEMENT TO MEDIATE AND REQUEST FOR MEDIATION

I, \_\_\_\_\_, representing \_\_\_\_\_ school, request mediation in the matter of \_\_\_\_\_ (student's initials) to try to reach an agreement on some or all of the issues regarding educational services for the student. I understand that the mediation process will involve the mediator speaking privately to the parent(s) and the school representative(s). I understand the mediator, acting as a neutral third party, will work with each of the parties to develop an agreement that is mutually satisfactory.

If an agreement is reached, I understand that the signed agreement will be shared with other individuals working with the student. I understand that discussions during the mediation session will be confidential and will not be used during subsequent proceedings. I, therefore, agree not to call the mediator as a witness in any future proceedings pertaining to the student's case.

The following is a summary of the issue(s) we would like discussed at the mediation with \_\_\_\_\_ (name of parents):

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A copy of the parents' agreement to mediate is attached to this request. The parents have received a copy of the brochure, "Parental Rights in Special Education" and have been informed of their right to a due process hearing.

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School representative \_\_\_\_\_

Parents \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Student \_\_\_\_\_ DOB \_\_\_\_\_

School \_\_\_\_\_ Agency \_\_\_\_\_

Representative signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Send or fax to the New Mexico Public Education Department at: 120 S Federal Place, Room 206, Santa Fe, NM 87501, Fax 505-954-0001