

What is ADR?

Alternative Dispute Resolution (ADR) is an informal method of settling disagreements that may arise during an IEP meeting.

ADR uses specific options of this process to promote understanding, open communication, and satisfying solutions to conflict that support and strengthen relationships.

ADR is designed to meet the interests of the parties involved that results in a crafted, mutually agreeable outcome, rather than living with a decision made by a third party, such as a hearing officer or judge.

Contact Contra Costa SELPA's ADR Intake Coordinator at 925-827-0949 x 24 for more information if you reside in a member district:

Acalanes
Antioch
Brentwood
Byron
Canyon
John Swett
Knightsen
Lafayette
Liberty
Martinez
Moraga
Oakley
Orinda
Pittsburg
Walnut Creek

What is ADR?

CONFIDENTIAL

All information shared through the ADR process remains confidential unless all parties agree otherwise.

NO COST

ADR does not have costs tied to its processes, unlike Due Process and are free of cost to families and local education agencies.

LEGAL PROTECTIONS

Parties choosing to engage in any Alternative Dispute Resolution practices do not give up their rights to Due Process.

SPEEDY

Most ADR options are initiated within 72 hours of contacting the Intake Coordinator.

OUTCOME-ORIENTED

The goal is to establish mutually agreeable solutions resulting in written agreements.



SPECIAL EDUCATION ALTERNATIVE DISPUTE RESOLUTION (ADR)

- ✓ **Confidential**
- ✓ **No Cost**
- ✓ **Speedy**
- ✓ **Legal Protections**
- ✓ **Outcome-Oriented**

Contra Costa SELPA
2520 Stanwell Drive, Suite 270
Concord CA 94520

Phone: 925.827.0949 x24
Fax: 925.825.1124

Visit our website at:
www.ccselpa.org

INFORMATION AND INTAKE

POSITION/CONTACT NUMBER	ROLE	HOW THEY CAN HELP YOU	
ADR INTAKE COORDINATOR 925-827-0949 x 24	<ul style="list-style-type: none"> Listen to your concern, help you identify your interests & identify a process to help Coordinate and monitor Alternative Dispute Resolution activities 	<ul style="list-style-type: none"> Provides parents and professionals with options to address unresolved IEP issues 	
RESOURCE PARENTS Contact your District Special Education Office	<ul style="list-style-type: none"> Volunteers specifically trained Sanctioned by the District Willing to put aside personal issues Parent to Parent Support 	<ul style="list-style-type: none"> Assist a parent with a concern or question Support parents in the IEP process Identify interests that may suggest courses of action 	<ul style="list-style-type: none"> Serve as liaison to develop & maintain relationships between home & school Empower others to work within the educational system
SELPA PROGRAM SPECIALISTS 925-827-0949 x 10	<ul style="list-style-type: none"> Serve school districts and county offices Work with agencies, parents, schools Provide staff development Serve as a neutral party Knowledgeable about programs & services 	<ul style="list-style-type: none"> Review IEP documentation for compliance Provide parents with information on the IEP process Empower others to work within the system 	<ul style="list-style-type: none"> Meet with parents and/or LEA staff to clarify issues Serve on Solutions panel and Facilitate an IEP as a neutral party

ALTERNATIVE DISPUTE RESOLUTION COMPONENTS

COMPONENT	ROLE	HOW THEY CAN HELP YOU	
TECHNICAL ASSISTANCE/ EXPERT TEAMS	<ul style="list-style-type: none"> Assist IEP teams 	<ul style="list-style-type: none"> Consultation to IEP teams To assist IEP teams to design services and select materials and equipment through accessing experts in the field and use of problem solving techniques 	<ul style="list-style-type: none"> Review assessment, determine present levels of performance, identify & prioritize desired outcomes and develop an <i>Action Plan</i>
FIRST RESPONSE TEAMS	<ul style="list-style-type: none"> Early objective file review Case analysis: risk vs. benefit Resolution Options 	<ul style="list-style-type: none"> Risk analysis and cost benefit analysis File preparation (file standardization, chronological history, technical errors) 	<ul style="list-style-type: none"> Create a collaborative process to resolve problems Intensive support for site and district decision making Intensive support for parent decision making
FACILITATED IEPs	<ul style="list-style-type: none"> A formal IEP meeting facilitated by a neutral party and recorder 	<ul style="list-style-type: none"> Provide a safe environment so that all IEP team members are willing to contribute to IEP content Structures the discussion so that the team views stays focused on the child 	<ul style="list-style-type: none"> Maintain the IEP process with focus and intent while honoring time limits to maintain the integrity of the IEP process Work towards resolution by the IEP team rather than a third party process
RESOLUTION SESSION	<ul style="list-style-type: none"> A mandated meeting with a neutral facilitator to manage process 	<ul style="list-style-type: none"> A chance for parties to resolve problems on their own before moving on to state level due process hearings 	<ul style="list-style-type: none"> Specific procedures and timelines are required so work with your Special Education Administrator to include SELPA provided neutral facilitator
SOLUTION PANELS	<ul style="list-style-type: none"> A neutral panel (parent, administrator, provider) from another school district Specifically trained 	<ul style="list-style-type: none"> A specifically designed mediation process 	<ul style="list-style-type: none"> Uses problem solving methods to bring parties together Goal is to reach a mutually satisfying agreement
LOCAL MEDIATION	<ul style="list-style-type: none"> SELPA provided mediator Specifically Trained 	<ul style="list-style-type: none"> Speedy, private, economical Impartial neutral mediator Informal and flexible Parties craft settlements that are binding 	<ul style="list-style-type: none"> Promote communication between all parties, maintain a positive relationship between parties, generate options toward reaching agreement Identify alternatives and consequences if an agreement is not reached