

SPECIAL EDUCATION ADVISORY COMMITTEE  
SUMMARY OF ITEMS DISCUSSED  
JULY 1 and JULY 2, 2008

**INTRODUCTION OF ADVISORY COMMITTEE MEMBERS:**

The Advisory Committee is an informal committee and no by-laws are necessary. The committee provides non-binding advice to OAH on the mediation and due process hearing process. All Advisory Committee meetings are public meetings.

Janeen Steel volunteered to be the Chair/primary point of contact for the Southern California arm of the advisory committee and Jonathon Read is the backup point of contact. Roberta Savage volunteered to be the Chair/primary point of contact for the Northern California arm of the advisory committee.

All of the Advisory Committee members agreed to have their contact information posted on the OAH website. OAH has created a tab on its Special Education Web Site to share information related to the advisory committee. Information about the Advisory Committee and its meetings will be posted and updated to this tab.

**NEXT MEETING DATE**

The next meeting will be October 15 in Los Angeles (October 1 is secondary date if auditorium is unavailable) and October 22 in Oakland (October 23 is a secondary date if the auditorium is unavailable)

The frequency of meetings will be a minimum of twice a year (April and October) with the ability to call a meeting in the interim. Use of OAH video conferencing equipment is an option for meetings.

**AGENDA ITEMS**

OAH will contact the Advisory Committee Chairs to solicit agenda items for the next advisory meeting. Members of the public are invited to contact their advisory committee members to provide input on the agenda items.

**CALENDARING CHANGES**

At the April 2008 Advisory Committee meetings, changes to the current system for calendaring cases was discussed. The changes have been finalized as follows:

For student filed cases:

Upon receipt of a request for hearing, OAH will send a notice which assigns a mediator, a mediation date (the initial mediation date), a single hearing date (the initial hearing date) and a decision due date. The dates will be set as follows:

- o Mediation – Day 35
- o Hearing – Day 55

Included with the notice will be a form to report the outcome of the resolution session, a form to request a change in the initial mediation date, and a form to request to change the initial hearing date.

For District filed cases:

The only difference in a District filing is that the mediation date will be set on day 15 and a hearing date on day 25.

For Expedited Cases

The law requires that an expedited hearing occur within 20 school days from the date of filing and that a decision be rendered within 10 school days after the hearing. The mediation will be set for 10 from the date of filing, a prehearing conference on day 14 and the hearing on day 20.

## **FORMS**

Forms to requesting a joint continuance of the mediation and/or hearing were distributed at the meeting. Also distributed was a form for reporting the outcome of the resolution session. The forms will be available online and will be mailed out with every initial scheduling order beginning with new cases filed on July 7, 2008. The forms are for use to change initial calendar dates only.

## **OUTREACH**

OAH has completed drafting of a trifold consumer brochure which will be published on the OAH webpage by July 15. The Committee should review this brochure and provide input at the October meetings.

OAH has developed an outreach program aimed at providing information about how to access OAH services. OAH has contacted all regional centers and parent empowerment centers in the state and offered a 2-3 hour presentation on its role in special education as well as DDS cases. The presentations are geared toward parents but all are invited. If you know of anyone who would like a presentation, contact Sherianne Laba in the OAH Sacramento Office.

Information about the dates and locations for presentations will be available on the OAH Special Education Website under the tab identified as Outreach.