

**Office of Administrative Hearings  
Special Education Advisory Committee  
November 9, 2012  
10:00 a.m. - 1:00 p.m.**

**Mission:** *The Advisory Committee is a committee composed of parents, attorneys, advocates, school employees and other stakeholders, the majority of whom are parents and advocates or attorneys for parents. The Advisory Committee provides non-binding recommendations to OAH to improve the mediation and due process procedures utilized by OAH.*

**Goals:** *The OAH consults with the Advisory Committee in areas such as revisions to the OAH website, forms, documents, scheduling procedures, staff training, and outreach to families and students.*

**Agenda**

1. Introduction
  - a. Selection of Chair at Each Location
  - b. Selection of Note-taker at Each Location
  - c. Introduction of Committee Members
  - d. Introduction of OAH Staff
  
2. Introductory Comments and Updates
  - a. Open Meeting Act
  - b. Terms of Advisory Committee Members
  - c. Staff Changes at OAH
  
3. Hearing and Mediation Processes
  - a. Timely Submission of Prehearing Conference Statements and Requests for Continuances
  - b. Special Education Decision Database
  - c. Digital Recording System
  - d. E-mail Addresses and Evaluation Surveys
  - e. LAUSD Mediation and Hearing Locations
  - f. Hearings Scheduled "Day to Day"
  - g. Mediation in Lieu of Resolution Session and Waiver of Resolution Session
  - h. Notice Regarding No Action to be Taken
  - i. Notice Regarding Documentation of Educational Rights
  - j. Availability of Record of Prehearing Conference
  - k. Status Conferences
  - l. Cross Complaints
  
4. Public Comment

Time is set aside for individuals desiring to speak on any topic NOT otherwise on the agenda. In all cases, the presiding officer reserves the right to impose time limits on presentations as may be necessary to ensure that the agenda is completed.

5. Date of Next Advisory Committee Meeting
6. Adjournment

#### **REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Kay Stubbings at (916) 263-0880 or [Kay.Stubbings@dgs.ca.gov](mailto:Kay.Stubbings@dgs.ca.gov).

Advisory Committee meetings are Webcast live. Participants are invited to submit questions and comments that will be shared with the board members live during the meeting. To participate, or to find out about upcoming or past meetings or Webcasts, go to <http://www.dgs.ca.gov/oah/SpecialEducation.aspx>. If you have any questions about the meeting, please contact Kay Stubbings at the above contact information.