



Rhode Island Department of Elementary and Secondary Education
Office of Student, Community and Academic Supports (OSCAS)

Resolution Session Reporting Form

for Special Education Due Process Hearings Requested by Parents
Based on a Due Process Complaint

To be completed by the OSCAS

School Department/Local Education Agency (LEA):

Date of Impartial Due Process Hearing Request filed with the RI Department of Education:

Resolution Meeting Timeline: (15 calendar days from receipt of request)
Resolution Period Expiration Date: (30 calendar days from receipt of request)

Parent filing:

Status of Resolution Session

To be submitted by the LEA immediately upon conclusion of the resolution process to:

- 1. The OSCAS via FAX at: (401) 222-6030; Attn: Mary Hagan
2. The assigned Hearing Officer, if determined

Date of Report: \_\_\_\_\_

Authorized LEA Representative: \_\_\_\_\_
Name, Role Phone, FAX

Status: (Indicate all that apply)

- (a) Both parties have agreed in writing as of \_\_\_\_\_ to waive the resolution meeting.
(b) The Resolution Session was convened on: \_\_\_\_\_, and a written resolution agreement was reached and is enclosed.
(c) The Resolution Session was convened on: \_\_\_\_\_ (date), and the parties agree in writing before the end of the 30-day period that agreement is not possible.
(d) Both parties have agreed in writing before the end of the 30 day resolution period that, after attempting state mediation, agreement is not possible. Date confirmed: \_\_\_\_\_
(e) The parties engaged in state mediation and agreed in writing to continue mediation at the end of the 30-day period, but the parent or public agency \_\_\_\_\_ has withdrawn from the mediation process as of \_\_\_\_\_. please specify
(f) The 30-day resolution period has expired without resolution.

Note: Upon the expiration of the 30-day resolution period, unless adjusted to a shorter or longer period based upon conclusion of the resolution process as delineated above, the impartial due process hearing may proceed and the 45-day hearing timeline begins.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_