

**NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION
Exceptional Children Division**

SPECIAL EDUCATION RESOLUTION MEETING

RESOLUTION MEETING FORM

OAH Case # _____ Child's Name _____

Petitioner(s): _____

LEA: _____

Date of Resolution meeting(s): _____

Location of Resolution meeting: _____

RESULTS: Check only *one* below.

- _____ Parent agrees to attend a resolution meeting without an attorney present.
- _____ Parent will be accompanied by an attorney at the resolution meeting.
- _____ Both LEA and parent agree to waive a resolution meeting. *(Parent's and LEA representative's signatures must be provided. 45-day timeline begins immediately.)*
- _____ Both LEA and parent agree to participate in mediation. *(Parent's and LEA representative's signatures must be provided.)* LEA must fax a copy of this document to EC Division at (919-807-3755) to schedule mediation. Mediation must be convened within 30 days of date petition was filed. *Parent's signature also indicates consent to share a copy of the due process petition with the mediator if mediation is requested.*
- _____ Parent refuses to participate in resolution meeting. *LEA must submit documentation of efforts to get parent's participation and may file a motion for dismissal with the OAH 31 days after the LEA received the petition.*

LEA Representative's Signature _____

Date _____

Parent(s) Signature(s) _____

Date _____

The EC Director should fax signed copies of this document as soon as both parties have signed it. Fax to the attention of: Due Process Liaison, NCDPI-EC Division at (919) 807-3755 and Kim Hausen, Office of Administrative Hearings at (919) 431-3100.
