



Alternate Dispute Resolution Request

To: SELPA Director

Date of Request: _____

- New Request
- Coaching (complete only Sections 2 & 3)
 - Individual
 - Staff
 - IEP Team
- Facilitated IEP team meeting
- Resolution/Problem Solving Session

If IEP, proposed meeting date (pending availability of SELPA staff): _____

SECTION 1

Student Information

Name _____ Date of Birth _____ Grade _____

District of Accountability _____

School of Attendance _____

Parent Information

Name _____

Email _____

Address _____ City _____ State _____ Zip _____

Phone _____ Cell _____ Fax _____

SECTION 2

District Information

District of Residence _____ Representative _____

Phone _____ Email _____ Fax _____

Additional Parties to be included in the process

Include any other school district or public agency responsible for providing services that should be a party in the ADR.

District _____ Representative _____

Phone _____ Email _____ Fax _____

Agency _____ Representative _____

Phone _____ Email _____ Fax _____

Agency _____ Representative _____

Phone _____ Email _____ Fax _____

Requesting Party (complete for ALL requests)

Parent _____ Agency _____

School District _____ Other _____

If the contact information for the party requesting ADR is not included above, please complete the following:

Name _____ Phone _____

Address _____ Email _____ Fax _____

Have all parties agreed to participate? Yes No

SECTION 3

Brief Summary of Reason for Alternative Dispute Resolution Request (for all requests)

Please Specify issues and relevant history

Desired Outcome for Concerns Stated Above

ADR Process

Alternative Dispute Resolution is a voluntary, confidential process for resolving disagreements at the school, district, or regional level.

The process will be conducted in a non-adversarial atmosphere by a neutral party who is assigned by the San Luis Obispo County SELPA.

Participating in ADR does not change the rights of a parent, guardian or district to request a due process hearing or file a complaint.

Return Completed Form to the San Luis Obispo County SELPA

8005 Morro Road

Atascadero, CA 93422

Fax: 805-466-473

Email: ismith@sloselpa.org

Date Received by the San Luis Obispo County SELPA: _____

For Office Use Only:

Uploaded to S Drive

Assigned to _____