



Oklahoma State Department of Education Parent Agreement to Use a Third-Party Neutral Facilitator During IEP Meeting

The goal of the facilitated IEP meeting is to exchange information, to consider issues regarding educational services and to enhance the ability of the parties to engage in difficult conversations. The facilitator’s role is to ensure that parties have an opportunity for equal participation in a structured setting while adequately addressing the facts and concerns raised by the school and parent. The facilitator will assist the parties with discussing concerns in an attempt to reach a mutually acceptable resolution. The facilitator does not provide legal advice and does not render a decision for the parties.

Facilitated IEP meetings may be confidential upon the agreement by both parties.

Whether confidential or not, the parties agree that the facilitator will not be called to testify in any further proceeding (i.e. due process hearing, civil case, etc).

The Special Education Resolution Center will be contacting the parties to set a time and location for the facilitated IEP meeting. The School District will convene the meeting with the parent and the members of the IEP team.

The purpose of the meeting is for the parent and school district to discuss issues and concerns of the child’s IEP and educational services. The facilitator will assist the parties to discuss the concerns in a structured setting.

I agree to use a third-party neutral facilitator during the IEP meeting.

Please fill out the information below:

Parent Names _____

Address _____ Email _____

Telephone # _____ Child’s name _____ DOB _____

School _____ Agency _____

Parent(s) signature(s) _____ Date _____

Parent(s) signature(s) _____ Date _____

Please return this form, along with the Consent for Release of Confidential Information to:

SPECIAL EDUCATION RESOLUTION CENTER

9726 E. 42nd Street, Tulsa, OK 74146

(888) 267-0028

(918) 270-1849

Fax (918) 270-2062



**OKLAHOMA
Education**



Oklahoma State Department of Education
Special Education Resolution Center
Consent for Release of Confidential Information

I understand that confidential educational records are protected under federal and State confidentiality regulations and cannot be released without written consent unless otherwise provided for in the regulations. Federal regulations prohibit further disclosure of the records without specific written consent, or as otherwise permitted by such regulation. I also understand I may revoke this consent in writing at any time unless action has already been taken based upon this consent and in any event this consent expires one year from the date of the signature.

AUTHORIZING PERSON:

Young Adult Parent Guardian Legal Custodian Other _____

Request that information concerning:

Name of Child _____ Date of Birth _____

Be released and authorize the

Special Education Resolution Center (SERC),

Oklahoma State University,
 9726 E. 42nd Street, Suite 203
 Tulsa, OK 74146
 (918-270-1849) and _____ Public Schools

to release the following confidential educational information to the authorized third party facilitator:

any and all information known or maintained in the child's educational file and which may include information submitted by the requesting party, any educational records including confidential information, any medical and any psychological records for the purpose of providing mediation.

If the records to be disclosed are education records (which may include discipline records), they are maintained and released in accordance with the Family Educational Rights and Privacy Act (FERPA). Parents or eligible students shall be provided a copy of the records to be disclosed if requested. Re-disclosure, except as provided at 34 CFR §99.31, requires prior consent of parents or eligible students.

The information I authorize for release may include information and records which may indicate the presence of a communicable or noncommunicable disease, which may include, but are not limited to, diseases such as Hepatitis, Syphilis, Gonorrhea and the Human Immunodeficiency Virus, also known as Acquired Immune Deficiency Syndrome (AIDS).

 Signature of person authorizing release

 Date