

**ODR Stakeholder Council Meeting
December 15, 2016
Meeting Minutes
Office for Dispute Resolution
6340 Flank Drive
Harrisburg, PA 17112**

Participants

Janice Estabrook
Heidi Konkler-Goldsmith, Esquire
Debbie Leggens
Kay Lipsitz
Robyn Oplinger
Gina Scala
Jane Williams, Esquire

ODR

Kerry V. Smith, Esquire, Director
Suzanne McDougall, Program Director
Edward Titterton, Esquire, Legal Counsel
Jake McElligott, Esquire, Hearing Officer
Heather Doyle, SC Secretary

Presenters

None

Minutes

The September 15, 2016 Stakeholder Council (SC) meeting minutes were adopted as written and will be published on the ODR website in both English and Spanish.

ConsultLine Updates (Suzanne McDougall)

Suzanne McDougall provided an update on the Special Education ConsultLine. While ConsultLine activity is on par with last year, a lot more contact has been made via ODR's website contact form.

HUNE has hired a consultant to handle Spanish calls and outreach opportunities. The ODR Program Manager will provide initial ConsultLine training to the new contracted Consultant and her supervisor in mid-December.

The Pennsylvania SEA/Parent Center Collaboration workgroup has begun their first project, which is a resource guide that includes various dispute resolution resources available to families and schools. The resource guide should be completed by early February.

Parent Engagement Position (Kerry Smith)

ODR is in the process of creating a new position entitled Parent Engagement Specialist. The ODR Director met with the BSE Director in December to discuss possible collaborations with other agency staff. Resumes have been received and reviewed, and interviews have begun.

ODR Updates (Kerry Smith)

ODR is in the process of reviewing and updating the Parent Guide and Dispute Resolution Manual. Completion of the updates will be in January 2017.

The ODR Customer Service Representative is collaborating with CSC and BSE staff on the creation of an automated resolution meeting data form which will be accessible through a web-based password protected program. This automation will enable LEA staff or their attorneys to electronically complete and submit resolution meeting information to ODR and BSE staff.

Due to errors on an accessibility test, CSC, PaTTAN and ODR staff members are handling necessary programming changes needed to ensure ODR's website is accessible for all constituents.

The ODR Information Technology Coordinator and Customer Service Representative are inserting alternative text as needed in documents and publications currently posted on the ODR website. It is being completed so visually-impaired constituents can read the reports with a screen reader.

The Special Education Coordinator with the Special Education ConsultLine will be retiring in June 2017. ODR is currently looking for replacements. Interested candidates should contact the ODR Program Manager for more information.

Hearing Officer Update (Jake McElligott)

Hearing Officer Jake McElligott presented current issues in due process identified by Hearing Officers. Legal issue topics included Service Animals and FAPE. Due Process topics included streamlining due process, revision of the Prehearing Directions (Plain Writing Act), decision remanding, transgender children, medical marijuana, Autism and LRE, expert fees, and compensatory education.

The meeting concluded at 11:08am. The next quarterly meeting of the Stakeholder Council will be held on Thursday, March 16, 2017.