

**ODR Stakeholder Council Meeting
December 17, 2015
Meeting Minutes
Office for Dispute Resolution
6340 Flank Drive
Harrisburg, PA 17112**

Participants

Janice Cunningham
Janice Estabrook
Betsy Gustafson
Heidi Konkler-Goldsmith, Esquire
Debbie Leggens
Kay Lipsitz
Robyn Oplinger
Dr. Gina Scala
Jane Williams, Esquire

ODR

Suzanne McDougall, Program Director
Heather Doyle, SC Secretary

Presenters

None

Minutes

The September 17, 2015 Stakeholder Council (SC) meeting minutes were adopted as written and will be published on the ODR website in both English and Spanish.

Virtual Hearings update (Suzanne McDougall)

HOs McElligott and Skidmore continue to carefully test each aspect of the virtual hearing process. They have recently added a court reporter to the process and will be researching cybersecurity issues.

Electronic Exhibits update (Suzanne McDougall)

ODR is investigating security measures associated with the electronic distribution of documents. Because of the topical nature of this subject for all practices of law, the Pennsylvania Bar Association has several seminars on the topic of electronic security; ODR representatives are participating in those seminars.

IEP Facilitation (Suzanne McDougall)

The new model for IEP Facilitation is now being implemented. It includes a prep phase which involves the facilitator contacting the parties ahead of time to introduce themselves, explain their role, listen to and answer any issues, questions or concerns about the meeting or the facilitator's involvement.

ODR is seeing an increase in the number of requests for IEP Facilitation compared to the same period of time last year. ODR will be reviewing the numbers and breaking them down to show unduplicated requests.

Program Review (Suzanne McDougall)

At the request of CADRE, Kerry Smith and Suzanne McDougall attended and presented at a conference in Oregon. Kerry Smith gave a presentation on IEP Facilitation, while Suzanne McDougall gave a presentation on Effective Communication with Parents. OSEP representatives were in attendance at the conference, and distributed a draft document of its OSEP Program Monitoring Assessment for states to use when reviewing their programs. ODR is currently reviewing all policies, procedures, and documents in conjunction with the OSEP document.

Other representative presentations include the following:

On October 30, Suzanne McDougall presented an overview of the revised IEP Facilitation program to school district special education directors during their monthly meeting at the Colonial Intermediate Unit.

On November 6, Kerry Smith and a ConsultLine Specialist presented at the Pennsylvania Education for All Coalition (PEAC) Conference at Saint Joseph's University in Philadelphia. The assigned topic was "representing yourself at a due process hearing".

On November 19, 2015 Suzanne McDougall presented "IEP Facilitation: Support for an Effective Team Process" to participants of the Pennsylvania chapter of the Council for Exceptional Children as part of the outreach effort to encourage use of IEP Facilitation and to inform stakeholders of recent program revisions.

Hearing Officer Settlement Conference (Suzanne McDougall)

Attorney/Mediator Cheryl Cutrona is scheduled to provide training to the hearing officers on consistent approaches to the settlement conference service. Cheryl has impressive credentials and has long been associated with ODR as a mediator/facilitator.

The meeting concluded at 10:33am. The next quarterly meeting of the Stakeholder Council will be held on Thursday, March 17, 2016.