



Special Education Mediation and 3rd party Assisted Intervention Fact Sheet

To discourage unnecessary and costly litigation, the federal Individuals with Disabilities Education Act (IDEA) requires States to establish and implement procedures for parents and school districts to resolve special education disputes through a process known as **mediation**. In New Mexico, this service is administered by the Special Education Division (SED) of the New Mexico Public Education Department (PED)

What is Mediation?

Mediation is defined as a meeting that utilizes an independent, State-approved, State-funded, trained **mediator** to assist parties to bring about a peaceful settlement to disputed matters related to a student's Individualized Education Program (IEP) or other educational, non-IEP-related issues. A mediator does not make decisions or take sides, but assists the parties in reaching their own mutually-agreeable solution. Mediation can be requested at any time if both parties agree. Discussions that occur during mediation sessions must be confidential and may not be used as evidence in any future due process hearing or civil proceeding (lawsuit).

What are the Requirements?

1. Mediation is voluntary for both parties.
2. Mediation may not be used to delay or deny a parent's right to a due process hearing or to deny other rights guaranteed under the IDEA.
3. Mediation must be conducted by a qualified and impartial mediator trained in effective techniques.

What Happens if We Reach an Agreement During Mediation?

The mediator or the parties will draft a legally binding written agreement (not an IEP) that describes the settlement reached by the parties. The parent and the representative of the school district who has authority to legally bind the school district will be asked to sign the agreement. The agreement is not enforced by the mediator. The parties need to follow the terms of a mediated agreement. Such an agreement may be reviewed and enforced in State or U.S. district court. Should the parties agree to and sign a mediated agreement concerning a pending State-level complaint, the complaint must be withdrawn.

How is Mediation Different from an IEP Meeting?

Mediation sessions are **not** IEP meetings and it is not likely the student's full IEP team will be at a mediation session. Therefore, if the school district and the parents reach a written agreement through mediation on any IEP-related matters, it will then be necessary to convene an IEP meeting to revise the student's IEP or develop an IEP Addendum to inform the student's service providers of their responsibilities under the mediated agreement.

A Mediation Session and an IEP Meeting? Is there Another Option?

Yes. The parties can request another dispute resolution option known as a **Facilitated Individualized Education Program (FIEP) meeting**. A FIEP meeting utilizes a professional mediator who is trained to *facilitate* this particular type of IEP meeting. The role of an IEP Facilitator is to ensure that the IEP Team assist the group with the *process* of the IEP meeting rather than the *content* of the IEP. The agenda for a FIEP meeting is the IEP process, and the student and his or her educational needs. The resulting written agreement is the student's IEP which is prepared by the school district. Unlike mediation, a FIEP meeting does not require a separate meeting to formalize the agreements that are reached. (See the *Facilitated IEP Meeting Fact Sheet*.)

How Do I Know Which Option to Choose?

It is the parties' choice, but here are some general guidelines:

- If the concern is about communication or relationship issues between the parent and one or more school staff or IEP team members, then the parties may wish to request mediation.
- If the concern is about IEP-related matters, then the parties may agree that requesting a FIEP meeting would be the best option.
- If the concern involves **both** communication/relationship issues and IEP-related matters, then it might be beneficial for the parties to request a FIEP meeting and then explore with the IEP Facilitator, who is also a trained mediator, the possibility of conducting a mediation session **prior** to the FIEP meeting. In that way, once the parties come to the IEP table, the focus of the meeting remains on the student and his or her educational needs.

How to Request Mediation

If **both** the school district and the parents agree that they need assistance with working out their differences with the help of a third party through mediation, then they should contact the PED's Special Education Division and ask to speak to the ADR Coordinator to obtain the *Request for Mediation* form or the form can be accessed at <https://webnew.ped.state.nm.us/bureaus/special-education/laws-rules-guidance/>.

What Next?

- Once the written request for mediation has been received, the State will assign and provide a Mediator from the list of approved Special Education Mediators.
- The assigned Mediator may not have a personal or professional conflict(s) of interest with either party.
- The Mediator will then contact the parties and schedule the mediation session to be held in a timely manner and in a location that is convenient for both parties.
- The Mediator will also contact both parties prior to the mediation session to clarify the issues, gather necessary information, and explain the mediation process.
- The Mediator will work with the parties to determine who will be present during the mediation. Limiting the number of participants generally to a maximum of three individuals from the family and three from school district usually works best.
- The parties may bring legal representation to mediation. However, mediation is not an adversarial proceeding.

If you have questions about mediation, please feel free to contact the Special Education Division at (505) 827-1457.