Frequently Asked Questions

How do I request an ADR meeting?
Contact your site administrator (e.g., principal or assistant principal) for a referral to the ADR department.

Who may I bring to an ADR meeting? You may bring a support person to assist you in the ADR meeting. Please remember that the meeting is voluntary and collaborative. All participants need to be ready to work with each other in an efficient and respectful manner.

Can I record (audio/visual) an ADR meeting?
The ADR meeting is confidential and not recorded.

What are the possible outcomes of an ADR meeting?
The District ADR meeting participants may, after consultation and review, refer the parent(s) back to the IEP team meeting with interventions and a communication plan in place. There may be formal agreement between the parent(s) and District, which would include a structured plan and look like a contract. If, after the ADR, the dispute is not resolved to your satisfaction, you still have access to all your procedural safeguards and rights – including initiating due process proceedings.

Special thanks to the Community Advisory Committee (CAC), District Administrators, Specialists, and Staff for the developing of this document and valued input into the District's ADR process.

Capistrano Unified School District

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Capistrano Unified School District

Alternative Dispute Resolution (ADR)

Building a bridge with families to reach resolution.

Capistrano Unified School District
Student Support Services

What is Alternative Dispute Resolution?

The Alternative Dispute Resolution (ADR) process is a voluntary opportunity for school district staff and parents to come together and review concerns regarding a child's individualized education program (IEP).

Sometimes, parents and staff members have differences of opinion regarding aspects of the child's IEP. If attempts to resolve these differences are unsuccessful at a school site and IEP team meeting level, the ADR process provides a venue to communicate different perspectives and facilitate a resolution.

ADR meetings can address topics such as assessment, special education eligibility, special education placement, and related services.

ADR meetings are held at CUSD Education Center. The ADR meeting is confidential and includes the student's parent(s), ADR specialist, district administrator, school administrator, and/or a program specialist. Parents may bring representation, advocates, or other supports.

Why Choose an ADR Meeting?

Collaborative and non-adversarial method to review and problem solve.

Participants in the ADR meeting discuss and define the issues involved in the disagreement. Through ADR, parent(s) and District personnel collaborate to resolve the disagreement using a targeted planning process resulting in returning the student to the IEP team and to the IEP process.

Timely resolution to concerns.

Formal Due Process Hearing and Compliance Complaints have timelines of over 45 days. The use of ADR does not delay these timelines, but provides another, faster, alternative opportunity to resolve disputes and may be accessed independent of other administrative proceedings.

Reduction of costly resources and time spent involved in dispute.

ADR is provided at no cost to parent(s).

ADR Approaches

Listen and Problem Solve

ADR staff is available to discuss special education related issues in a confidential setting and provide input to parents on available steps to resolve the issues.

Educate and Empower

ADR staff has training in conflict resolution related to special education matters. Guidance and support may be suggested to help resolve issues prior to escalating to mediation or a Due Process Hearing, or as a method to answer questions about the law.

Provide Resources and a Plan

Within the confidential ADR meeting, the team will be able to review available resources and develop a clear and defined plan to address the issues.