Special education mediation agreements (GRS-16588)

Utah General Retention Schedule

Description
These records are executed Special Education Mediation Agreements between local education agencies and parents or adult students. A Special Education Mediation Agreement refers to an executed agreement described in 34 CFR § 300.506. Under 34 CFR § 300.506, if the parties resolve a special education dispute through the mediation process, the parties must execute a legally binding agreement that sets forth that resolution and that states that all discussions that occurred during the mediation process will remain confidential and may not be used as evidence in any subsequent due process hearing or civil proceeding and that is signed by both the parent and a representative of the agency who has the authority to bind such agency. A written, signed mediation agreement under 34 CFR § 300.506 is enforceable in any State court of competent jurisdiction or in a district court of the United States. Local education agencies may store these records, as well as the Utah State Board of Education if it is provided them by the parties.

Retention and Disposition
Retain for 6 years after execution of agreement, and then destroy records.

Effective
03/2023