

Deanna Spagnola
Director of Student Services

DATE: July 1, 2022

TO: Dr. Kevin McGowan
Board of Education

FROM: Deanna Spagnola 

RE: 2022-2023 Impartial Hearing Officer List- Special Education Due Process Proceedings

On the State Education Department (SED) website is a list of Impartial Hearing Officers who are certified by the Commissioner and who are available to serve in special education proceedings for school districts in Monroe County. The selection of a hearing officer must be made on a rotational basis beginning with the first name after the hearing officer who last served. Our district has to initiate the rotational selection process immediately, but no later than two business days after receiving a written request, and the Impartial Hearing Officer may not accept appointment unless he or she can start the hearing within 14 days of being contacted by the district. If a Hearing Officer declines appointment, the board must offer appointment to the next person on the list proceeding alphabetically through the list until an appointment is accepted.

In speaking with SED, they told me that I should not generate a list to the School Board because it is constantly changing, therefore I recommend that the Board of Education at the July 1, 2022 meeting, adopt the approved Impartial Hearing Officer list of which is on the SED website and is maintained and continually updated by SED.