

SJC SELPA Presents:

# Conflict Prevention & Resolution Through IEP Meeting Facilitation

**October 26th - 30th, 2020**

*(See back of the form for 5-day Virtual Schedule)*

**Deadline for Registration: October 9th, 2020**

**Training Location: Zoom (Zoom links to follow)**

**Fee: SJCOE SELPA Districts - \$20 | All other participants - \$450**

## Workshop Description:

This Key2Ed virtual training will give participants an understanding of the Facilitated IEP process and how to facilitate both virtual and in-person IEP meetings. The virtual training is designed to present techniques and strategies that will help participants plan and prepare for in-person and virtual IEP meetings. Participants will learn facilitation techniques to prevent conflict and to resolve conflict when necessary. Using the facilitation techniques will make meetings run more smoothly, efficiently, and collaboratively. This results in reduced stress and shortened meetings, all while building trust and a collaborative partnership amongst the IEP team.

Participants will take part in daily scheduled, live interactions in both large and small group activities, and also will have to complete work assignments and individual reflections.

## Presented By: Key2Ed

**Presenters: Robin O'Shea, M.A.T. & Cassie Velasquez, M.Ed.**

Robin has over 20 years of experience. Robin has worked as a Special Educator, Behavior Specialist, Curriculum Specialist, and Administrator. As an administrator, she provided educational leadership to staff and the community by focusing on parent and school team relationships, collaborating with school teams, and improving student outcomes. As faculty of Grand Canyon University, Robin taught classes that included Special Education law, ethics, behavior management, IEP compliance, and IEP implementation. She also worked with the Arizona Department of Education Support Cadre providing consultation and support to districts throughout the state of Arizona.

Cassie has over 25 years of educational experience with a main focus in Special Education. She is a certified mediator and was the lead IEP Facilitator for the Scottsdale Unified School District, facilitating IEP meetings involving advocates and attorneys, as well as building facilitation capability throughout the school district by providing training and professional development. Cassie is a well-known public speaker on the subject of IEP facilitation and speaks at state and national events. She is nationally recognized for her expertise and passion in this area.

## Intended Audience:

Special Ed Administrators, Building Level Administrators, Special Ed Teachers, General Ed Teachers, IEP Coordinators, School Support Staff, Parents, Students & State Mediators





**CONFLICT PREVENTION & RESOLUTION THROUGH IEP MEETING FACILITATION:  
REGISTRATION FORM**

**Virtual Training 5-Day Schedule:**

**Day 1: Monday, Oct. 26**

- Kickoff session: 8:30 am (1 hour)
- Complete Module 1 on your own. This can be completed in chunks of time and not all at once. (1.5 hours)
- Live session: 3 pm - Module 1 debrief (1 hour)

**Day 2: Tuesday, Oct. 27**

- Complete Module 2 on your own. This can be completed in chunks of time and not all at once. (2 hours)
- Live session: 2 pm - Module 2 debrief and facilitation practice (2 hours)

**Day 3: Wednesday, Oct. 28**

- Complete Module 3 on your own. This can be completed in chunks of time and not all at once. (1 hour)
- Live session: 2 pm - Module 3 debrief and facilitation practice (2 hours)

**Day 4: Thursday, Oct. 29**

- Complete Module 4 on your own. This can be completed in chunks of time and not all at once. (1.75 hours)
- Live session: 2 pm - Module 4 debrief (1.5 hours)

**Day 5: Friday, Oct. 30**

- Complete Module 5 on your own. This can be completed in chunks of time and not all at once. (1.5 hours)
- Live session: 2 pm - Module 5 debrief (1.5 hours)

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

District / Agency: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address (Training materials will be shipped): \_\_\_\_\_

Registrations will be accepted on a first come, first served basis only. The maximum number of participants that will be able to attend are 25, so please register and submit your payment as soon as possible. If you have any questions, please contact Lixsa Barraza at (209) 468-4928 or email lbarraza@sjcoe.net.

We regret to inform that **NO REFUNDS** can be given, however substitutions are welcomed.

	Payment	Methods	Accepted:
	(NO PURCHASE ORDERS ACCEPTED)		
<input type="checkbox"/>	Check ( <i>Payable to SJCOE</i> )		
<input type="checkbox"/>	Credit Card Link INSIDE SJCOE—\$20: <a href="http://tinyurl.com/uok9dew">http://tinyurl.com/uok9dew</a>		
<input type="checkbox"/>	Credit Card Link OUTSIDE SJCOE — \$450: <a href="http://tinyurl.com/vau25ck">http://tinyurl.com/vau25ck</a>		
<input type="checkbox"/>	District Journal ( <i>San Joaquin District ONLY - see your District Business Office personnel to process journal</i> )		

**Remit Form & Payment to:**  
San Joaquin County Office of Education  
SELPA Dept. Attn. Lixsa Barraza  
P.O. Box 213030  
Stockton, CA 95213-9030

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