



Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001
www.isbe.net

James T. Meeks
Chairman

Tony Smith, Ph.D.
State Superintendent of Education

Oct. 7, 2016

[emailed to ntakiff@wthlawfirm.com]

Neal Takiff
Whitted Takiff + Hansen

Dear Mr. Takiff:

This letter is in response to your request for information under the Illinois Freedom of Information Act. Your request was received on Sept. 30, 2016.

You have requested *1. Any current or proposed procedures, policies, standards, guidelines or practices, whether or not intended for public distribution, regarding ISBE's assignment of impartial due process hearing officers when due process hearing requests are filed in separate matters involving the same student; and 2. Any current or proposed procedures, policies, standards, guidelines or practices, whether or not intended for public distribution, regarding the protocol to be followed by an impartial due process hearing officer when considering whether to consolidate pending due process requests on separate matters involving the same student.*

The information you seek is available at the following link: <http://isbe.net/spec-ed/pdfs/due-process-standard-practices.pdf>.

If you have questions, please contact Megan Griffin at (217) 782-4648 or mgriffin@isbe.net.

Sincerely,

Kimberly Stevens
Deputy General Counsel- Program Support