BEFORE THE
OFFICE OF ADMINISTRATIVE HEARINGS
STATE OF CALIFORNIA

In the Matter of:	
PARENT ON BEHALF OF STUDENT,	OAH Case No. 2015110824
v.	ORDER GRANTING REQUEST FOR CHANGE OF LOCATION OF HEARING AND ADDITIONAL PRE-HEARING ORDERS
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT.	

The following orders supplement the Prehearing Conference Order dated February 22, 2016.

1. Change of Hearing Location. On February 22, 2016, District filed a request that the location of the due process hearing change because of lack of space at the District's offices located at 1535 W. Highland Ave., San Bernardino, California 92411. Student's educational advocate telephonically informed the Office of Administrative Hearings on February 25, 2016, that Student does not oppose the change of location. Accordingly, District's request is granted. The hearing shall take place at Dominguez Elementary School, Classroom G-4, 135 S. Allen Street, San Bernardino, California 92408.

2. Exhibits. Each exhibit shall consist of one document; separate documents may not be combined into one exhibit. Excerpts of an audio record of an individualized education program team meeting, if any, should be transcribed and offered as documentary evidence; that portion of the audio record transcribed shall be provided to the opposing party with the transcript to allow an opportunity to verify the accuracy of the transcription. Transcription need not be done by a certified court reporter. Notwithstanding the requirements of Education Code section 56505, subd. (e)(7), the ALJ and parties will discuss the date of exchange of audio transcripts, if any, on the first day of hearing.

The parties shall exchange resumes for each witness who is expected to testify as to their professional credentials. Notwithstanding the requirements of Education Code section 56505, subd. (e)(7), the parties shall exchange resumes and curriculum vitae not later than 24 hours before the witness is scheduled to testify. Multiple resumes may be combined into one exhibit.

District shall include as part of its exhibits the school calendar(s) for the years at issue. Notwithstanding the requirements of Education Code section 56505, subd. (e)(7), District shall serve a copy of the school calendar(s) and on Student not later than the first day of hearing.

3. Witnesses. On the first day of hearing, the parties shall provide the hearing ALJ with a detailed hour by hour witness schedule which shall include an estimate of time for each side's direct and cross examination for the entire hearing. The District shall have witnesses available in case agreement on a witness list is not reached. The parties shall be prepared at the end of each day of hearing to discuss the witnesses to be presented the next day and the time the testimony of each such witness is expected to take.

4. Settlement. If the parties settle the matter subject to board approval, in addition to a signed copy of the signature page of the settlement agreement as noted in the Prehearing Conference Order, the parties shall submit a request for a status conference and provide the date of the next board meeting. OAH will not cancel the hearing dates without this information.

The parties shall telephonically notify OAH no later than 4:00 p.m. on February 26, 2016, if they anticipate that the matter will settle before the start of hearing.

IT IS SO ORDERED.

DATED: February 26, 2016

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Adrienne L. Krikorian
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ADRIENNE L. KRIKORIAN
Administrative Law Judge
Office of Administrative Hearings