

*Rhonda J. Scott Mitchell, Hearing Officer
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August 31, 2020

Via Electronic Mail

John F. Cafferky, Esquire
Wesley Allen, Esquire
4020 University Drive, #300
Fairfax, Virginia 22030

Re: Due Process Hearing,

Dear Mr. and Mrs. and Attorneys Cafferky and Allen:

This letter confirms my appointment as Hearing Officer in the above styled matter. I will conduct the first pre-hearing conference call on Thursday, September 3, 2020 at 11:30 AM. I ask that Attorney Cafferky's office coordinate the conference call. A notice for the call is enclosed. Conference call numbers or a video link should be sent to all parties participating on the call by noon Wednesday.

I also ask that all parties calculate the time line for discussion and concurrence during the call. Without deviation, I calculate my decision date to be November 9, 2020. I would like to conduct the hearing the third or fourth week of September. If social distancing guidelines remain in place due to the coronavirus pandemic, it may be necessary to either delay the hearing or conduct it via video conference. We can discuss these options on the conference call.

Please note that I will routinely correspond via email. Accordingly, please check your e-mails frequently for future documents and correspondence. During the first prehearing conference, please be prepared to discuss any plans for mediation and/or resolution, evidentiary issues, planned motions, proposed dates for the hearing, hearing location, and the issues of this case.

Prior to the conference call, I will email a draft prehearing report identifying what I consider to be the issues in this case. This report will be discussed on the call. We also need to establish or delay the end date for my decision depending on the decided hearing date. All other timelines will line up accordingly.

Please acknowledge your receipt of this letter via email. My email address is noted at the top of this letter and on the email message containing this letter. Thank you for your anticipated cooperation in this matter and I look forward to speaking with you on Thursday.

Sincerely,

Rhonda J. Scott Mitchell

Enclosure
as

cc: Virginia Department of Education (VDOE)
Local Educational Agency (LEA)