School Board Governance and Operations

Head Start/Board of Education Internal Dispute Resolution

It is the policy of Adrian Public Schools, the grantee agency, to fully adhere to and comply with all requirements as outlined in the Head Start Act, as amended in 2007, and the Head Start Program Performance Standards, as amended in 2016. This document establishes a written procedure for resolving internal disputes between the Adrian Public School’s Board of Education and the Head Start Early Childhood Program’s Policy Council.

If at any time the Board of Education and the Policy Council disagree on any item that requires their joint approval, a Dispute Resolution Committee will be established. The Committee will consist of two representatives each from the Board of Education and the Policy Council and a neutral fifth party, agreed upon by both the Board of Education and the Policy Council. The Committee will meet and attempt to informally resolve the disagreement. If the Committee is unable to agree, the Committee will declare an impasse.

In accordance with the requirements of Section 642 of the Head Start Act and §1301.6 Impasse Procedures of the Head Start Program Performance Standards, conflicts between the Policy Council and the Board of Education that are not resolved by a Dispute Resolution Committee and are declared at impasse, will result in the Chicago Regional Office being notified of the dispute. Notification to the Regional Office must be made within ten days of the grantee becoming aware of the conflict. If the dispute involves either the Board of Education or the Policy Council not approving the grantee’s refunding application, then notification must be at least 90 days prior to the grantee’s refunding date. If the dispute that leads to either the Board of Education or the Policy Council withholding its approval occurs within 90 days of the grantee’s refunding date, the grantee must notify its responsible Regional Office immediately.

The Regional Administrator or designee will hold meetings, as appropriate, to resolve the dispute. The Superintendent, Head Start Director, Policy Council Chairperson and a Board of Education member are required to attend.
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If the dispute remains unresolved after these meetings with the Regional Administrator or designee, the Head Start Director will, within ten days, contact a professional mediator. The Head Start Director will notify the Regional Office of the time and location of the first meeting. If the conflict is related to a refunding application, the mediation process must be completed within 15 days prior to the refunding date.

Policy Board Action  (New)
Adopted:  October 21, 2002
Amended:  October 22, 2018