

## Duluth Head Start

### INTERNAL DISPUTE RESOLUTION (IMPASSE POLICY)

The purpose of this dispute resolution is to establish a procedure for reaching solutions for disagreements between the School Board and the Duluth Head Start Policy council. This policy is required by the Federal Head Start Performance Standards. The Policy Council has the authority to share certain governance functions with the (Governing Board (School Board) as they relate to the administration of Head Start. The Policy council works in partnerships with the Head Start Director who, in turn, works with the Administrative staff of the School District (Head Start Grantee).

The procedure for resolving internal disputes between the Duluth School Board and the Duluth Head Start Policy Council is as follows:

1. A meeting will be arranged between the Executive Committee of the Policy Council, the Head Start Director and the Superintendent of Schools and/or the Director of School Operations. The differences will be discussed and, if possible, a resolution reached. If so, the resolution will be shared by the Superintendent to the School Board and by the Executive Committee to the Policy Council.
2. If no resolution is reached, the Policy Council Executive Committee may request time on the School Board agenda or at the appropriate School Board Committee meeting to share their point of view and to seek resolution. Any resolution must meet Federal Head Start regulations as well as any School District, state or local laws.
3. If there is still no resolution, assistance will be sought from the Regional Office of Head Start. A meeting or conference call would be arranged and discussion will continue until a resolution is reached.

Approved by the Duluth Head Start Policy Council in May, 2004.

Approved by the Duluth School Board in June, 2004.

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### SHARED DECISION-MAKING

- Both entities, the School Board and the Policy Council, understand and respect their unique and specific roles and responsibilities in providing a high quality Head Start program.
- The Policy Council understands the authority that the School Board has in making decisions, setting policy and overseeing the fiscal and legal aspects of any program or service of the Duluth Public Schools.
- The School Board understands the role that the Policy council has in the administration of the Duluth Head Start program.
- Policies and procedures developed and implemented by the School Board that affect Head Start staff and services will be shared with Policy Council. The same will occur regarding policies and procedures that are developed and implemented specific to Head Start—these will be shared with the School Board.
- If at any time there is a need for the 2 parties to meet, that will be schedules through School Board Committees or an invitation to a Policy Council meeting.
- If needed, the Impasse Policy will be utilized to resolve any issues that may arise.

Approved by the Duluth Head Start Policy Council in May, 2004.

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