Walled Lake Schools Head Start Impasse Procedure
INTERNAL DISPUTE RESOLUTION

Introduction

In accordance with Federal Rules and Regulations described in 1304.50 Program Governance, the Walled Lake Schools Board of Education and the Walled Lake Schools Head Start Policy Committee have shared governance responsibilities for the Walled Lake Schools Head Start Program. Therefore, the following procedure will be adhered to when there is an impasse between these two groups.

Procedure

Before it is determined that an impasse has been reached, both parties will form sub-committees to review both sides of the issue. This may be done in joint or separate meetings. If, after a maximum of thirty (30) calendar days, a mutual agreement cannot be reached, the following procedure will be followed in accordance with the U.S. Department of Health and Human Services, Administration for Children and Families, Log # PI-HS-16, issued October 4, 1996.

1. A letter will be written and signed by the Head Start Policy Committee chairperson and/or chairperson of the Walled Lake Schools Board of Education to the Administration for Children and Families Administrator, requesting technical assistance and the use of Head Start funds to hire a mutually acceptable professional mediator. Thereafter, the parties will proceed to select said mediator. The procedure to be utilized for selecting the mediator shall have as its only requirement that it be acceptable to both parties. If the parties cannot agree on that procedure, then the matter shall be referred to the Oakland Mediation Center, 2267 S. Telegraph Road, Bloomfield Hills, MI 48302. That agency will supply the mediator in accordance with its own rules, regulations and/or procedures.

2. The letter should include explanations and a description of the impasse by key Administrative staff.

3. Once a mediator is selected and hired as provided herein, all parties involved will work within the guidelines provided by that mediator. Engaging in mediation does not mean that the parties want to compromise. It does mean that all parties are interested in talking in a confidential setting with other parties involved to resolve the problem.

4. This procedure would not deny other remedies to either party, including arbitration, binding or non-binding per agreement of the two (2) groups. This process is not a substitute for any legal remedy, litigation, investigation or review by independent parties.