

CONFLICT RESOLUTION

The purpose of this conflict resolution policy is to provide students and parents/guardians with a formal procedure in the event that problems arise if such problems cannot be resolved informally. For particular program areas (e.g. IDEA, Section 504, Curriculum & Instruction, Vision Management, etc.), the school shall comply with the dispute resolution process identified in that program. This policy may be used whenever a student or parent/guardian believes he/she has been personally adversely affected by an action taken by another individual associated with the school.

1. The student and/or parent/guardian shall make an attempt in good faith to resolve the issue through discussion with the person directly involved.
2. If the issue is not resolved in step one, the involved persons will refer the matter to the school director. The director will consult with the involved persons either separately or together and will seek a solution agreeable to all persons. The director may also consult with the immediate supervisors of the persons involved (e.g. Windward District personnel).
3. If agreement is not reached in step 2, the director proposes an independent solution. This is submitted in writing to the involved persons along with a written invitation to meet together to discuss the proposed solution.
4. If agreement is reached in step 3, the director describes the agreement in writing to all involved persons.
5. If no agreement is reached in step 3, the director makes an independent and binding decision that is communicated in writing to all involved persons).
6. The final agreement or decision is implemented and communicated to all school staff for whom this agreement may represent new information, a change in practice, or who would be otherwise impacted.
7. The involved persons may appeal the director's final decision to the Governing Board.

Approved October 23, 2013