

IMPASSE POLICY

Internal Dispute Resolution Plan

An impasse occurs when the Board and Policy Council cannot make a decision because they do not agree on the decision. Since neither the Board nor the Policy Council has more power than the other, the Impasse Policy is in place to tell us what steps to take after this conflict occurs.

EXAMPLE: If the Policy Council approves the purchase of a school bus that is within the cost approved in the budget and the Board does not, there is an impasse. In this example, the school bus cannot be purchased until the impasse can be resolved. The Board and Policy Council must follow the Impasse Policy.

STEPS TO TAKE WHEN AN IMPASSE OCCURS (THESE STEPS ARE FOUND IN YOUR POLICY COUNCIL BINDER UNDER 'POLICIES & PROCEDURES')

1. **WRITTEN FORM**—written documentation should be submitted to conflicting parties
2. **MEDIATION COMMITTEE**—the mediation committee shall consist of the Chair and Vice-Chair from both bodies and the Head Start Attorney. There is an option of choosing an alternate candidate from the executive committees if the Chair or Vice-Chair are unavailable for mediation.
 - a. The mediation committee has 30 calendar days in which to resolve the dispute and take a solution back to both the Board and Policy Council for approval.
3. **ARBITRATION BOARD**—if the dispute is not resolved in 30 calendar days, an Arbitration Board will be formed which will consist of the Chairs of each body and 3 community representatives chosen by the Head Start Attorney and agreed upon by both Chairs. The Arbitration Board has 10 calendar days to decide on a solution. The decision of the Arbitration Board is final.