

Manvel Public School District
Title 1 Dispute Resolution Policy

Federal Regulations require that each district adopt procedures for receiving and resolving disputes pertaining to the Title 1 program.

If a parent, school personnel or any interested person wishes to file a complaint, a policy must be established which outlines the following components:

Process:

1. Written complaint must be sent via mail to:

Manvel Public School
Attention: Mr. Dave Wheeler: Administrator
801 Oldham Ave.
Manvel, ND 58256

2. Mr. Wheeler and/or Mrs. Hiltner will review complaint;
3. Complainant, school personnel and principal will meet to address and resolve complaint;
4. Principal will issue a finding within 10 working days;
5. Complainant can appeal to School Board;

Contact Information:

Dave Wheeler: Administrator (701)696-2212 or Dave.Wheeler@manvelk8.com

Melissa Hiltner: Principal (701)696-2212 or Melissa.Hiltner@manvelk8.com

Any complaint must include:

1. The date;
2. The name of the individual or class the complaint is against;
3. The name, address, and telephone number of person making the complaint;
4. A detailed description of complaint, which includes specific facts;
5. The signature of the person/persons making the complaint;

Reconsideration:

The person making the complaint may submit a reconsideration request in writing to Mr. Wheeler any time prior to initial meeting. Mr. Wheeler will issue a final decision within 10 working days of the request for reconsideration.

This decision may be submitted to and reconsidered by the North Dakota Department of Public Instruction and the U.S. Department of Education if deemed unacceptable to the complainant.

State Superintendent
North Dakota Department of Public Instruction
600 E Boulevard Avenue, Dept. 201
Bismarck, ND 58505-0440

The Secretary of Education

U.S. Department of Education
555 New Jersey Avenue NW
Washington, D.C. 20208