

APPROPRIATE EDUCATIONAL PROGRAMMING DISPUTE RESOLUTION PROCEDURES

The following procedures apply specifically to concerns regarding the educational programming or placement of a student with a Student-Specific Plan (SSP).

Concerns initiated by parent(s)/legal guardian(s) shall be addressed in a timely manner through a defined process that begins as closely as possible to the origin of the concern and with the person most directly involved.

(1) Resolution at the School Level:

- (a) The parent(s)/legal guardian(s) will contact the student's classroom teacher to discuss their concern.
- (b) If the concern is not resolved satisfactorily after talking to the teacher, the parent(s)/legal guardian(s) may contact the principal or their designate.
- (c) If the concern remains unresolved after discussion with the principal or their designate, the parent(s)/legal guardian(s) may contact the superintendent's department.

(2) Resolution at the Divisional Level:

- (a) If the concern is not resolved satisfactorily following discussion with the superintendent or their designate, the parent(s)/legal guardian(s) may appeal to the Board of Trustees through written correspondence to the Board Chair.

(3) Resolution at the Board of Trustees Level:

- (a) The Board of Trustees will make a final decision and advise all parties in writing, including the parent(s)/legal guardian(s), of their right to contact the review co-ordinator for Manitoba Education and Early Childhood Learning (MEECL) if they wish to pursue their concern further.

(4) Resolution at the Departmental Level:

- (a) If the matter is not resolved at the Board of Trustees level, the parent(s)/legal guardian(s) may make a complaint to the review co-ordinator for MEECL.

Requirements:

To qualify for a formal review by MEECL, the dispute must:

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- (a) Involve a student who has an (SSP).
- (b) Concern the appropriateness of the student's education programming or placement.

In addition, there must be:

- (a) Attempts to resolve the dispute at the school, divisional, and Board of Trustee levels,
- (b) A written decision by the Board of Trustees concerning the issue.

(5) **Timelines and Supports:**

Parents(s)/legal guardian(s) may appeal decisions about their child's educational programming or placement within 14 days of the decision. Parent(s)/legal guardian(s) have the right to be accompanied by a support person of their choice. Any involvement of legal counsel must proceed through the school division's legal counsel.

Requests for formal dispute resolution through the review co-ordinator for MEECL must be initiated within 30 days of the final determination of the Board of Trustees.

Effective Date:	March 15, 2016	Review Date:
Amended Date:	January 19, 2021; April 15, 2025	
Board Motion(s):	86/16; 19/21; 84/25	
	AC- Human Rights; ACF –	
	Respect for Human Diversity	
	JB – Appropriate Educational	
	Programming; JB-R1 –	
	Appropriate Educational	
	Programming Dispute	
	Resolution; KE- Concerns and	
	Complaints; BEDH – Public	
	Participation at Board Meetings;	
Legal/Cross Reference:	MECY-Working Together: A	
	Guide to Positive Problem	
	Solving for Schools, Families and	
	Communities, 2004; Standards	
	for Appropriate Educational	
	Programming in Manitoba, 2022;	
	MECY – Appropriate Educational	
	Programming in Manitoba: A	
	Formal Dispute Resolution	
	Process, 2006	