



Appeals and Dispute Resolutions Policy

Disputes are best resolved informally directly two people. However, there are situations when a formal process may be beneficial and additional perspectives may be needed to review a dispute. Successful resolution of a dispute requires an open and honest exchange of information, a willingness to see a situation from a different perspective, an appreciation for the challenges and expectations of all parties involved, appropriate use of flexibility and an understanding. The administration of appeals and dispute resolution will be conducted with the assistance of three staff members, independent of the Board of Directors or owners.

The goal of the dispute resolution process is to exchange and review information in order to determine whether revision or rescission is warranted of discipline, end of employment or other application of policy. The first step in the dispute resolution process is a meeting between the parties involved and the 3 staff members identified to determine if they can resolve the issue. In the event dispute cannot be resolve the dispute, an additional staff member will be introduced to facilitate a conversation with the involved parties.