

Dispute Resolution Review Committee

Members:

Joanna Blais, Winnipeg
Joanna Kaptein, Selkirk
Janice Drummond, Holland
Kirsten Kozub, Thompson
Jane Delange, Dauphin (bil.)
Lynn Cory, Boissevain

Mandate:

The purpose of the Dispute Resolution Review Committee is to provide Manitoba parents of children with special needs a fair and impartial review of disputes which have arisen between themselves and their school division regarding the educational programming or placement provided for their child(ren) in Manitoba public schools.

Authority:

[*The Public Schools Act*](#)

Responsibilities:

A Dispute Resolution Committee is established as needed to review a complaint. Three (3) members are chosen from a list of approved potential committee members. A review is intended to provide a decision that is reasonable and appropriate in meeting the educational needs of the child. The role of the Committee is to interview parents, school division officials, and their respective witnesses in order to gather information and documentation which will allow the Committee to make recommendations to both sides in a dispute.

The Committee reports to the Deputy Minister once a decision and appropriate recommendations have been made and its final report has been sent to both parties. If either party wishes to appeal the decisions and recommendations of the Review Committee they must do so in writing to the Deputy Minister. A decision by the Deputy Minister is final.

Membership:

A roster of potential Committee members is established and approved by the Minister. Within the roster of potential members, three are identified as chairpersons. When a dispute arises and a review is requested, the Minister appoints three members from the established roster including one chairperson as the Dispute Resolution Review Committee.

Length of Terms:

Determined by the Minister.

Desirable Experience:

There is no formal educational or experience requirement.

The Review Committee members should reflect the social, economic, regional and cultural diversity of the province. Ideally, the Committee must also exhibit a general knowledge of the Manitoba school system and the competencies necessary, including:

- A general knowledge of approaches to problem solving, dispute resolution and arbitration;
- A knowledge of education law, including the responsibilities of school boards, human rights code, etc;
- A general knowledge of the Manitoba school system, curriculum and current policies and practices involved in providing appropriate educational programming to students with exceptional learning needs;
- The ability to act impartially;
- The ability to interpret and act upon information contained in reports submitted to the Review Committee; and
- The ability to collaborate with other members of the Review Committee in conducting the review, making recommendations and writing a report to the Deputy Minister.

An effective board member must be able to read written material, analyze written and verbal information in order to ascertain facts, and apply relevant legislation to this written and verbal information.

Board members:

- must have strong verbal and written communication skills and the ability to use plain language;
- have active listening skills;
- be able to read and interpret policies/legislation and how it applies to the situation;
- adhere to a degree of confidentiality; and
- have the ability to make decisions in a fair and unbiased manner.

Time Commitment:

Three members are chosen from the larger list when a dispute arises which qualifies for a review. One person acts as the chairperson. Once an individual has accepted and been appointed to a review, he or she will work for approximately six days, usually for two days at a time, and should expect travel and overnight stays in Manitoba communities. Additional time (one day) may be required for writing and revising of the Final Report. Based upon recent history, there may be only one review per year.

Meetings:

The Board members meet only if a Review is called for. There are no regular meetings.

Frequency:

The committee is established from a pool of members on an as-needed basis. Since its inception in 2005, the committee has been established only seven times. Last hearing occurred in 2016.

Remuneration:

Chairperson: \$280.00/day

Members: \$200.00/day