

Intermediate Unit 1 Title 1 Nonpublic School Service Complaint Procedure

Intermediate Unit 1 has adopted a Public Complaint Policy #906 as of August 12, 2004.

Title 1 Nonpublic School Services Complaint Resolution Procedures

1. Referral

- Principals of Diocesan Schools should contact their Diocesan Federal Program Coordinator with complaints against IU1 Title 1 Nonpublic School Services.
 - Principals of other NP schools should contact the district Federal Program Coordinator for the district in which the student resides.
 - A list of all district Federal Program Coordinators will be provided to both diocesan and other nonpublic school representatives.
2. Local Education Agency (LEA) Federal Program Coordinator will contact the IU1 Executive Director to seek resolution of complaint.
 3. Notice to State Education Agency (SEA) – If resolution does not happen at the local level, the LEA will then refer complaints to the IU1 Regional Coordinator in the Division of Federal Programs, Pennsylvania Department of Education and follow the school district policy.
 4. Opportunity to Present Evidence – The Regional Coordinator may, at his or her discretion, provide the opportunity to all parties to present evidence.
 5. Report and Recommended Resolution – Once the Regional Coordinator has finished any investigation and evidence taking, her or she will prepare a final report with any recommendation for solving the complaint or appeal.
 6. Follow-up – The Regional Coordinator will insure that the resolution of the complaint or appeal is implemented.
 7. Time Limit – The period between PDE’s receipt of a complaint or appeal and its resolution shall not exceed sixty (60) calendar days.
 8. Extension of Time Limit – The Chief of the Division of Federal Programs may extend the 60 day time limit if exceptional circumstances exist with respect to a particular complaint or appeal.
 9. Right to Appeal – Either party may appeal the final resolution to the United States Secretary of Education.