

## Talented and Gifted Program

### Appeals Procedure for Talented and Gifted Identification and Placement

The Board has established an appeals process for parents to utilize if they are dissatisfied with the identification process and/or placement of their student in the district program for talented and gifted (TAG) students and wish to request reconsideration. The district's desire and intent is to reach satisfactory solution during the informal process:

#### Informal Process

1. The parent will contact the district TAG teacher to request reconsideration;
2. The TAG teacher will confer with the parents and may include any additional appropriate persons, e.g., principal, counselor, teacher, etc. At this time, information pertinent to the selection or placement will be shared;
3. If an agreement cannot be reached, the parents may initiate the Formal Process.

#### Formal Process

1. Parents shall submit a written request for reconsideration of the identification/placement to the TAG teacher;
2. The TAG teacher shall acknowledge in writing the receipt of the request within five (5) working days;
3. The TAG teacher and other appropriate administrators shall review the student's file and earlier decisions within ten (10) working days of the original request. Additional data may be gathered to support or change the earlier decision;
4. Parents may be provided an opportunity to present additional evidence;
5. If deemed necessary, a formal hearing will be conducted by the district Hearings Officer utilizing the appropriate procedures;
6. A decision will be made within twenty (20) working days after receipt of the written request for reconsideration. The parents shall be notified of the decision in writing and the decision shall be forwarded to the Superintendent;
7. The decision may be appealed to the Board;
8. If the parents are still dissatisfied, an appeal to the State Superintendent of Public Instruction following the procedures outlines in the Oregon Administrative Rules (OAR) may be used. The district shall provide a copy of the appropriate OAR upon request.