

Appeal Procedure for Talented and Gifted Student Identification and Placement**

Appeals Procedure for Talented and Gifted Identification and Placement

The Board has established an appeal process for a parent 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. A parent will contact the district TAG coordinator to request reconsideration.
2. The TAG coordinator will confer or meet with the parent and may include any additional appropriate persons (e.g., principal, counselor, teacher, etc.), within five school days of the request. 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. A parent shall submit a written request for reconsideration of the identification/placement to the TAG coordinator within five working days of the conference identified above.
2. The TAG coordinator shall acknowledge in writing the receipt of the request within five (5) working days and shall forward copies of the request and acknowledgement to the TAG coordinator.
3. The TAG coordinator and other appropriate administrators shall review the student's file and earlier decisions within ten (10) working days of the original request presented in the previous step. Additional data may be gathered to support or change the earlier decision. The parent may be provided an opportunity to present additional evidence.

If deemed necessary, a formal hearing will be conducted by the district hearings officer utilizing the appropriate procedures.

4. A decision will be made by the TAG coordinator within twenty (20) working days after receipt of the written request for reconsideration from the parent. The parent shall be notified of the decision in writing and the decision shall be forwarded to the Superintendent.
5. The decision may be appealed to the Board through Board policy KL – Public Complaints and may begin at Step 3.
6. If the parent is still dissatisfied, the parent may file an appeal to the Deputy Superintendent of Public under Oregon Administrative Rules (OAR) 581-002-0001 to 581-002-0023. The district shall provide a copy of the OARs upon request.