

## **Complaints Regarding Talented and Gifted Program**

Since differences of opinion may arise regarding the appropriateness of programs and services provided for identified talented and gifted (TAG) students, the following procedure will be utilized when complaints arise:

1. All complaints will be reported to the building principal who shall report to the District TAG Coordinator;
2. The complainant will be given the “Talented and Gifted Standards Complaint” form which must be filled out before further consideration can be given to the complaint;
3. The District TAG Coordinator shall arrange for a review committee consisting of the TAG teacher, the building principal, and a counselor;
4. The review committee shall meet within 10 working days of receiving the written complaint and review all pertinent information. A recommendation will be submitted to the superintendent within 20 working days of receiving the original complaint;
5. The committee may recommend that:
  - a. The programs or services are appropriate;
  - b. The programs or services are not appropriate.
6. The superintendent shall report the recommendations of the review committee to the Board;
7. The decision of the Board shall be final;
8. If the complainant remains dissatisfied, and has exhausted local procedures, or 45 or more days have elapsed since the original filing of a written complaint alleging violation of standards with the district, an appeal to the State Superintendent of Public Instruction can be filed. The district shall provide a copy of the appropriate Oregon Administrative Rule upon request.

TALENTED AND GIFTED STANDARDS COMPLAINT FORM

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE (Day) \_\_\_\_\_ PHONE (Night) \_\_\_\_\_

STUDENT \_\_\_\_\_ SCHOOL \_\_\_\_\_

1. What is the nature of your complaint? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. What is the district currently doing? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3. Have you suggested a solution to the problem? If yes, what was your suggestion?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. To whom have you talked about this problem, and when?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Additional information or comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_