

## **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 superintendent;
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 superintendent shall arrange for a review committee consisting of the TAG coordinator, a counselor, the student’s teacher and the Head Teacher;
4. The review committee shall meet within two working days of receiving the written complaint and review all pertinent information. A recommendation will be submitted to the superintendent within 10 working days of receiving the original complaint;
5. The committee may recommend that:
  - a. The program or services are appropriate;
  - b. The programs or services are not appropriate.
6. The superintendent shall report immediately the recommendation 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(Daytime) \_\_\_\_\_ (Evenings) \_\_\_\_\_

Date of Complaint \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

3. In your opinion, in what way is this situation a violation of state standards? \_\_\_\_\_

\_\_\_\_\_

4. What do you feel the district should be doing? \_\_\_\_\_

\_\_\_\_\_

5. Other pertinent comments \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_