

## 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;
  - a. The complainant must complete a district Talented and Gifted Standards Complaint form before further consideration can be given to the complaint;
  - b. The superintendent shall arrange for a review committee consisting of the TAG coordinator/teacher, the classroom teacher, a counselor and the principal;
  - c. The review committee shall meet within five 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;
  - d. The committee may recommend that:
    - (1) The programs or services are appropriate;
    - (2) The programs or services are not appropriate.
  - e. The superintendent will communicate the decision of the committee in writing to the complainant within 15 days of receipt of the complaint.
2. If the complainant remains dissatisfied, a hearing before the Board may be requested.
  - a. The superintendent shall report immediately the recommendations of the review committee to the Board for their review and action at the next regularly scheduled meeting;
  - b. The decision of the Board shall be final.
3. If the complainant remains dissatisfied and has exhausted local procedures, or 90 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) \_\_\_\_\_ (evening) \_\_\_\_\_

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 of Parent/Guardian

\_\_\_\_\_  
Date