

Appeal Procedure for Talented and Gifted Student 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. It is the district's desire and intent that satisfactory solutions can be reached during the informal process.

Informal Process

1. The parent(s) will contact the district talented and gifted (TAG) coordinator to request reconsideration.
2. The TAG coordinator will confer with the parent(s) and may include any additional appropriate person, e.g. superintendent, counselor, teacher, etc. At this time, information pertinent to the selection or placement will be shared.
3. If an agreement cannot be reached, the parent(s) may initiate the formal process.

Formal Process

1. The parent(s) shall submit a written request for reconsideration of the TAG identification and/or placement of their student to the TAG coordinator.
2. The TAG coordinator shall acknowledge to the parent(s) in writing, the receipt of the request within five working days.
3. The TAG coordinator and superintendent shall review the student's file and earlier decisions within 10 working days of the original request. Additional data may be gathered to support or change the earlier decision.
4. The parent(s) may be provided an opportunity to present additional evidence.
5. If deemed necessary, a formal hearing will be conducted by the district's hearings officer utilizing the appropriate procedures.
6. A decision will be made within 20 working days after receipt of the written request for reconsideration. The parent(s) shall be notified of the decision in writing by the superintendent.
7. The decision may be appealed to the Board.