

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. The district's desire and intent is to reach satisfactory solutions during the informal process:

Informal Process

1. A parent will contact the building principal to request reconsideration.
2. The building principal will confer with the parent and may include any additional appropriate persons (e.g., principal, 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 may initiate the Formal Process.

Formal Process

1. A parent shall submit a written request for reconsideration of the identification and/or placement to the superintendent.
2. The superintendent shall structure a review committee consisting of the building principal and other appropriate personnel, as the superintendent deems necessary, to review the student's file and any earlier decisions made concerning the student's eligibility, placement, and program/service appropriateness.
3. The review committee shall, within 10 working days after the receipt of the formal complaint, complete the review process and submit recommendations to the superintendent.
4. The superintendent shall review the committee's report and render a decision which shall be forwarded to the superintendent.
5. If the complainant is dissatisfied with the superintendent's decision, the complainant may file a written appeal to the Board within 10 working days after receipt of the superintendent's decision.
6. If the parent is still dissatisfied, he/she has access of appeal to the State Superintendent of Public Instruction following the procedures outlined in the Oregon Administrative Rules (OAR). The district shall provide a copy of the appropriate OAR upon request.