

Appeals Procedure for Talented & Gifted Identification and Placement

The Board has established an appeals process for parents 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. The parents will contact the district TAG coordinator to request reconsideration.
2. The TAG coordinator will confer or meet with the parent, and may include any additional appropriate persons, e.g., principal, counselor, teacher, etc. within five (5) school days of the request. Information pertinent to the selection or placement will be shared.
3. If an agreement cannot be reached, the parents may initiate the Formal Process.

Formal Process

1. Parents shall submit a written request for reconsideration of the identification/placement to the building administrator within five (5) working days of the conference identified above;
2. The building administrator shall acknowledge in writing the receipt of the request within five (5) working days and shall forward copies of the request and acknowledgment to the TAG coordinator.
3. The building administrator and TAG coordinator shall review the student's file and earlier decisions within ten (10) working days of the original request presented in the previous step. Additional data may be gathered to support or change the earlier decision.
4. Parents may be provided an opportunity to present additional evidence;
5. A decision will be made by the TAG Coordinator within twenty (20) working days after receipt of the written request for reconsideration from the parent. The parents shall be notified of the decision in writing.
6. The decision may be appealed to the Board through procedures found in policy KL Public Complaints.
7. If the parent is still dissatisfied, the parent may file an appeal to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 to 581-002-0023. The district shall provide a copy of the appropriate OAR upon request.