

Amity School District 4J

Code: **IGBBA-AR**
Adopted: 5/9/90, 5/8/24

Appeals Procedure for Talented and Gifted Identification and Placement**

The Amity School District Board has established an appeals process for parents to utilize if they are dissatisfied with the identification process and/or placement of their child 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)/guardian will contact the district's TAG coordinator to request reconsideration;
2. The TAG coordinator will confer or meet with the parent(s)/guardian and may include any additional appropriate persons, (e.g., principal, counselor, teacher, etc), within five school days of the request. Information pertinent to the selection or placement will be shared;
3. If an agreement cannot be reached, the parent(s)/guardian may initiate the formal process.

Formal Process

1. Parent(s)/guardians shall submit a written request for reconsideration of the identification and/or placement to the program supervisor within five working days of the conference identified above.
2. The program supervisor shall acknowledge in writing the receipt of the request within five working days and shall forward copies of the request and acknowledgement to the TAG coordinator.
3. The program supervisor, TAG coordinator and other appropriate administrator shall review the student's file and earlier decisions within 10 working days of the original request presented in the previous step. Additional data may be gathered to support or change the earlier decision. The parent(s)/guardians may be provided an opportunity to present additional evidence.

If deemed necessary, a formal hearing will be conducted by the district hearings officer utilizing the appropriate procedures.

4. A decision will be made by the program supervisor within twenty (20) working days after receipt of the written request for reconsideration from the parent(s)/guardian. The parent(s)/guardian shall be notified of the decision in writing and the decision shall be forwarded to the superintendent.
5. The decision may be appealed to the Board; through Board policy KL – Public Complaints and may begin at Step 3.
6. If the parent(s)/guardian are still dissatisfied, parent(s)/guardian may file an appeal to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023. The district shall provide a copy of the appropriate OARs upon request.