

BEND-LA PINE SCHOOLS
Administrative School District No. 1
Deschutes County, Oregon
ADMINISTRATIVE REGULATION

Name: Appeal Procedure for Talented and Gifted
Student Identification & Placement
Section: Students
Code: IGBBA-AR

The Board has established an appeal process for a parent/guardian 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/guardian will contact the school's TAG coordinator to request reconsideration.
2. The TAG coordinator will confer with the parent/guardian, and may include any additional appropriate persons (e.g., principal, counselor, teacher, etc.), within 10 school days of the request. 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/guardian shall submit a written request for reconsideration of the identification and/or placement to the school's TAG coordinator within 10 school days of the conference identified above.
2. The school's TAG coordinator shall acknowledge in writing the receipt of the request within 10 school days and shall forward copies of the request and acknowledgment to the district's TAG coordinator.
3. The school's TAG coordinator, the district's TAG coordinator and other appropriate administrators shall review the student's file and earlier decisions within 10 school days of the original request presented in the previous step. Additional data may be gathered to support or change the earlier decision. The parent/guardian may be provided an opportunity to present additional information.

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 district's TAG coordinator within 20 school days after receipt of the written request for reconsideration from the parent/guardian. The parent/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 school board through procedures found in IGBBC-AR: Complaints Regarding the Talented and Gifted Program.
6. If the parent/guardian is still dissatisfied, the parent/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 OARs upon request.