

## Overview of Appeals

### Selection Committee Decisions Grades K-11

Parents may appeal the decision of the Selection Committee within 10 days of receiving the notification that the child was not accepted.

#### **Below are the steps to follow:**

1. Parent/Guardian notifies Coordinator of Gifted Education of the parent's concerns.
2. Coordinator of Gifted Education meets with parent/guardian explaining the process and show him/her the child's profile and the guidelines for selection. The student products may be examined along with the results of the tests and checklists.

*Most appeals end here.*

*If the parent/guardian is not satisfied with the explanation, they may ask to go to the next step.*

3. Parent/Guardian must write a formal letter/email explaining their disagreement with the decision of the Selection Committee and return the letter/email to the Assistant Superintendent of Teaching & Learning.
4. The Assistant Superintendent of Teaching & Learning and Gifted Coordinator will work with the school to set up an appointment at the campus. The Assistant Superintendent of Teaching & Learning, the Gifted Coordinator, school principal, and school gifted education facilitator meet with parent/guardian to discuss testing results and other data.

*Conclusion of appeal ends here.*