When there is a disagreement about the identification of a student in the Gifted Education program, an appeal process may be initiated. A parent, teacher, administrator, or the student may begin the appeal process by notifying the building gifted education facilitator in writing the specific reason(s) for the appeal. The gifted education facilitator will then review the current body of evidence and determine if further information is needed. If additional evidence is needed, the gifted education facilitator will gather new information and either confirm or amend the previous placement decision.

If the appellant is not satisfied with the decision, the appellant may then request a meeting with the school-level Gifted Education Appeals Committee to review data relative to the current identification decision. A meeting will be held and the appellant or members of the committee may introduce new information, clarify inaccuracies, review decisions, and determine next steps.

If the appellant is not satisfied with the decisions reached at the school-level Gifted Education Appeals Committee meeting, a written appeal may be made to the District Facilitator of Gifted Education to review the decision. Pertinent information will be provided by the building administrator.

*Note:* The following procedures are used for appealing identification decisions. Issues related to the delivery of services within the specific school may be addressed by setting up a conference with the designated gifted facilitator and the building principal.

**Gifted Education Appeals Committee**

**Purpose:** To review an appeal of the non-placement of a student in the gifted education.

**Committee Members:** Gifted facilitator, school counselor, building administrator, the classroom teacher, parents and student when appropriate.

**Process:**
1. The counselor and/or building administrator will facilitate the meeting
2. The purpose for holding the meeting will be clarified
3. Criteria used to determine identification will be reviewed
4. Gifted facilitator will shares rationale for the placement decision
5. Members of the committee discuss the body of evidence that has been gathered and determine if additional information is needed
6. The committee will make a recommendation about placement into the gifted education program

Further appeal may be made to District Facilitator of Gifted Education at Lewis-Palmer School District #38.