

## **Appeals Procedures- Safeguards and Grievances**

Parents/guardians, students, and teachers/administrators of students in grades 4 through 12 may petition on behalf of a student not selected by the school selection committee in the following manner:

1. The appealing party shall submit in writing specific reasons why he/she thinks the screening results are not accurate, which services are not appropriate for the student and why, and/or why an exception should be made to the district Gifted Education Coordinator within 30 school days of the Selection Committee's identification meeting.
2. A district Gifted and Talented Appeals ad hoc Committee shall be formed in the event that an appeal is received. The Appeals Committee will meet to review the appeal within 30 school days of receiving the appeal. The Appeals Committee may consist of a regular education teacher of the student, a second teacher, the GT Coordinator, a school administrator, and a school counselor.
3. The Gifted Education Coordinator shall complete a student profile and present that, along with the petition or appeal, to the district Gifted and Talented Appeals Committee. The profile should include a recommendation with substantiating evidence from the child's current and previous teachers.
4. Following the Kentucky Gifted and Talented Education Regulations and the Bardstown City Schools Policies and Procedures, the Appeals Committee may
  - a. Determine that screening/testing data is accurate and fair and uphold the results;
  - b. Determine that re-evaluation through observation, work samples, and/or additional testing is needed to determine if the student profile is accurate;
  - c. Recommend appropriate counseling to meet the unique needs of the student, and/or
  - d. Recommend a revision of the student plan to alter student services.
5. If the Appeals Committee determines that the student qualifies for the gifted education program in accordance with Kentucky Gifted and Talented Regulations and Bardstown City Schools Policies and Procedures, the student may begin participating as soon as the parent/guardian is notified and any appropriate forms are signed.
6. If the student does not qualify for the program, a written appeal may be made to the superintendent/designee, who must respond in writing within two (2) weeks of the appeal.
7. If the superintendent/designee upholds the decision of the appeals committee, the appealing party may petition with an additional appeal to the Board of Education.

## **Grievance Procedures**

For procedures on filing grievances concerning Gifted and Talented Services, refer to Bardstown City Schools Board Policy.