

Lexington City Schools – Gifted Education

300 Diamond Street, Lexington, VA 24450



Appeals Procedures for Specific Academic Aptitude in Language Arts and/or Math

Any decision regarding identification or placement may be reviewed by parents by contacting the school principal or the gifted education coordinator and requesting a conference. If a resolution cannot be reached at that conference, the parents will be advised further of the appeals process. Parents will receive a written copy of appeals procedures with all appropriate deadlines clearly stated. Parents must appeal any decision regarding gifted identification or placement within 30 instructional days of the date on the original decision letter.

A teacher may initiate an appeal on behalf of the student and serve as his or her advocate in the appeal meeting but may not be considered a voting member of the committee. Written permission from the parent must be obtained and submitted to the gifted education coordinator for a teacher-initiated appeal. This type of appeal must also be made within 30 instructional days of the initial decision by the Identification/Placement or Change of Placement Committee.

New cognitive ability and/or IQ test data from a psychologist or other certified test administrator will be considered in any appeal as long as it is presented to the gifted education coordinator or school principal with appropriate documentation and contact information for the testing administrator. Lexington City Schools will not reimburse any costs associated with such testing, assessment, or other forms of evaluation regardless of the results of the appeals committee decision. Within 15 instructional days of receiving additional data submitted by a parent and/or the results of the independent evaluation initiated by the parent, the Appeals Committee will meet.

Once an appeal has been requested, teachers and gifted personnel will monitor in-school performance for up to 30 instructional days between the date of the initial decision and the appeals committee meeting. Teachers will include examples of student work to support a re-evaluation of the student's evaluation portfolio.

The parent will be invited to attend the Appeals Committee meeting to substantiate the appeal by presenting new data from relevant activities outside of school, extenuating circumstances within the home and/or extended family that may have had a bearing on student performance, and/or the results of an independent professional evaluation.

The Appeals Committee will be composed of the student's school principal, division gifted education coordinator, and at least three teachers who were not on the previous committee. The majority of committee members will not have been on the Identification/Placement Committee.

The Appeals Committee is responsible for reviewing and deciding any appeals. Should the parent choose not to attend the meeting, the gifted education teacher will present any data submitted by the parent and/or the student portfolio collected during the additional monitoring period. The parent may invite one teacher or other advocate (who has direct knowledge of the intellectual ability of the child and/or the effects of extenuating circumstances on the child) to speak on the child's behalf. After the presentation of new data by the parent, gifted teacher, and/or the student's advocate, the meeting will then be closed while the committee members deliberate over the new information and vote on the following action.

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The Appeals Committee will review and record the reasons for the initial decision and for the appeal. The Appeals Committee will use criteria consistent with the Identification/Placement Committee criteria to maintain continuity of placement standards and to decide whether to act upon the appeal or to support the original decision.

A majority vote is needed to change the decision of the Identification/Placement Committee. Written notification of the committee's decision will be forwarded to the parent(s) within ten instructional days following the meeting.

If the Appeals Committee does not change the original decision, the parent may contact the gifted education coordinator and principal for a conference to provide an explanation of the evidence that led the Appeals Committee to uphold the original decision. The appeals process officially ends with the completion of this conference.

A student may be re-referred for gifted eligibility one calendar year from the date of the final decision letter sent.