North Miami Community Schools High Ability Identification Appeal Policy

If a student is not identified for placement in the NMCS High Ability Program, and the parents/guardians feel the determination is incorrect, the following procedure may be used to appeal the decision. All appeals should be made on this form and submitted to the High Ability Coordinator.

Appeal Procedure
1. The first appeal should be made to the High Ability Coordinator. The coordinator will set up a meeting that will include the coordinator/administrator, high ability teacher, the classroom teacher(s) and parents. During the appeal meeting all available data will be used to determine if the student meets the criteria for high ability placement. 2. If the parent/guardian(s) is not satisfied with the outcome of the conference, an appeal may be made to the superintendent. The superintendent will review all of the information and render a decision. The decision of the superintendent is final.

Appeal Form	
Student Name:	Grade:
School:	
Person Requesting Review:	
Relationship of Person to Student:	
Contact Information:	
Briefly Explain Reason for Appeal: _____ _____ _____ _____ _____ _____ _____ _____ _____	
Coordinator Signature: _____	**Date Received:** _____

Appeal Conference Date:

_____

_____

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Alternative Assessments (if applicable):

- Ability Assessment: _____
- Achievement Assessment: _____
- Qualitative Assessment: _____

Outcome:

____ Student does not qualify for high ability placement at this time.

____ Parent agrees with conference decision.

____ Parent appeal to superintendent requested.

____ Student qualifies for placement in the following area(s):

_____

Signatures of Members Participating in Appeal Conference:

High Ability Coordinator/Administrator: _____

High Ability Teacher: _____

Classroom Teacher: _____

Parent/Guardian: _____

If parents did not attend the meeting, please send home for review and signature.

Parent Signature: _____ **Date:** _____