

**Bellevue Public Schools High Ability Learner Services
Non-identification Appeals Process**

Purpose: To review, upon written request, an appeal of the non-identification or non-placement of a student within the High Ability Learner Services.

*Prior to the filing of a formal appeal, **parents must confer** with the HAL teacher and building principal to review the assessment process and discuss the results.*

An appeal after non-identification in the category of High Ability Learner Services may be filed by a parent or guardian. These appeals will be reviewed by Appeal Committee members. A formal appeal should be submitted in writing within 10 school days upon receiving identification results.

Committee Members: High Ability Teacher(s) and/or High Ability District Facilitator, and a District Teaching & Learning Administrator designee

There are two different types of appeals, detailed below.

Conditional Appeals: <i>A condition or circumstance believed to have caused inaccurate testing results.</i>
To initiate a conditional appeal the appealing party must collect and submit in writing: <ul style="list-style-type: none">• An explanation* why he/she feels the screening results are inaccurate, and why an exception should be made

Identification Appeals: <i>Substantial evidence when added to existing information creating a compelling testimony regarding the student's needs for services.</i>
To initiate an identification appeal the appealing party must collect and submit in writing: <ul style="list-style-type: none">• An explanation* why he/she feels the screening results are inaccurate, and why an exception should be made• Completed parent rating scale• Completed teacher rating scale

- *Explanations should also include:
- Student Name
 - Grade
 - School
 - Appealing Party Name and Signature
 - Appealing Party Phone
 - Appealing Party Address

All appeals must be mailed to:
HAL District Facilitator
13502 S 38th St.
Bellevue, NE 68123

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Implementation of the appeals procedure completed by the Appeals Committee:

- Appeals cases will be reviewed by the Appeals Committee and feedback will be gathered from the classroom teacher, HAL Facilitator, and building principal. Items that will be considered:
 - Historical MAP performance
 - Student response to an academic prompt in literacy and/or math during the school day for review by the committee. The parent/guardian will be notified in advance; there is nothing to study to prepare for the task.
- The appealing party will be notified of the decision within 25 school days.
- The appeals decision will be final for that school year. The Appeals Committee will review one appeal per student per year.

This information will be kept confidential and remain the responsibility of the Appeals Committee.