

Tipton Community School Corporation

High Ability Services

Working Together for Student Success

Eligibility Appeal Procedure

A parent, teacher, administrator or student may appeal a selection decision on behalf of a student who did not qualify for High Ability Program opportunities by doing the following:

1. Complete and submit a Request For Appeal form. Please follow the instructions on the form. Include any work samples, evaluation data, etc.
2. Within one week of receiving the Request for Appeal form, the High Ability Coordinator will meet with the High Ability Selection Committee and submit the request for appeal for a data review to determine if further assessments are needed. Should no additional data be requested by the committee, a decision regarding the appeal will be made at that time and the parent will be notified in writing.
3. Should the committee request further data, the High Ability Coordinator will complete that process within two weeks.
4. The High Ability Selection Committee will then review the additional data that was collected. The committee will make a thoughtful decision on a case-by-case, individual basis that is in the best interest of the student.
5. The person requesting the appeal will receive written notification of the committee's decision within one week of the committee's meeting date.
6. A transfer or student new to the corporation will follow the same procedures as the appeals process.

Program Withdrawal Procedure

Students, parents, or teachers may request a student's removal from the High Ability Program. Please contact the Tipton Community School Corporation High Ability Coordinator for the Withdrawal Form. Completion of the High Ability Form is mandatory before a student is removed from the High Ability Program.