Highly Capable Program
Selection Decision Appeal Form
2019 – 2020 School Year

School Year

Date: ______________________________

Student Name: ______________________________ Current Grade Level: ____________

Parent Name: ______________________________ Phone Number: _________________

Home Address: ________________________________________________________________

Current School: ________________________________________________________________

Screening decisions, and/or program placement decisions are not subject to appeal, however, appeals may be filed based on one of the following criteria, please check the box that applies:

☐ An extraordinary circumstance occurred during the eligibility testing period (such as a death in the family or extreme physical ailment) that may negatively affect the validity of the test results. Notification to the district in writing within two weeks of the end of the testing window is appreciated to support the appeal process.

☐ The suspicion of an error in the administration of the assessment.

☐ A misapplication, miscalculation, or misinterpretation of the scores.

All appeals will go before the Appeal Review Team. Notification of the decision (i.e., either approved or denied) will be sent by mail. No in-person hearings will be held by the Appeal Review Team. The purpose of the Appeal Review Team is to consider individual circumstances based on one of the criteria above, that may have impacted your child’s evaluation data. It is the goal of the Issaquah School District to provide all of our students with appropriate academic services.

Attach additional information to explain the appeal. Please note: NO PRIVATE TESTING will be considered.

Questions about the appeal process can be directed to Marianne Dikran at 425-837-7120.

Parent Signature: ________________________________________________________________

The deadline for submission of appeals is (10) ten business days from the date of notification of score results.

Mail or hand-carry to:
Highly Capable Program
Issaquah School District
5150 220th Ave SE
Issaquah, WA 98029

Date Received (Office Use Only):

Appeal Review Team Decision:
☐ Appeal Granted
☐ Appeal Denied

Date of Decision:

Comments:

Decision of Appeal Review Team is final

Revised 8/2019