

## Middle School Appeal Process

A student who wishes to be considered for an honors course must be identified as gifted in the specific academic discipline via the School Town of Munster's high ability achievement and ability placement tests. If a student does not qualify, he/she may submit a *Request for Appeal Grades 2-8* (Appendix D). Consistent with Indiana's definition of giftedness, the application must be accompanied by evidence and/or samples of student work that documents the student's academic ability and/or achievement is **significantly higher than his/her peers** (at least two years above grade level). It is important to note that teachers will not provide supporting data as their content represents grade-level skills. Parents who anticipate submitting an appeal should create their own portfolio that demonstrates skills and behaviors far above those of typical peers.

1. For the 2016-17 school year, the appeal application must be submitted between April 18 and April 28, 2017. **No late submissions will be accepted.**
2. The application must be returned to the Central Administration Building with all supporting documentation included. Appeal forms submitted without supporting documentation will be considered incomplete and will not be acted upon.
3. The appeals committee will consider the evidence submitted along with any additional data that is available. The committee will be comprised of the student's current content teacher, high ability teacher, counselor, building administrator and the Assistant Superintendent for Curriculum and Instruction.
  - ✚ Evidence must refute the findings of the district's high ability tests by documenting that the student's academic achievement is at least 2 years above grade level and **significantly beyond that of his/her peers**. In the area of language arts and science, documentation could include examples such as advanced vocabulary, sophisticated syntax, unusual or novel language use, and/or interpretive analysis of complex literary, scientific and non-fiction texts. Documentation in mathematics could include, but is not limited to, examples that demonstrate the student's ability to apply ideas from one mathematical problem to another, use of creative or unusual strategies to solve mathematical problems, success with advanced-level math concepts, and/or knowledge about a variety of mathematical topics. Classroom grades and performance on ISTEP+ are not sufficient evidence for placement because they assess grade-level standards and skills.
  - ✚ Outside aptitude testing will be accepted but is not mandatory, and the expense must be borne by parents. The test must be administered by a licensed psychologist in private practice and not affiliated with a particular public or private school. Documentation of an intelligence quotient of at least 126 on a Wechsler Intelligence Scale for Children or a Stanford-Binet Intelligence Scale would be considered; however, this would only be applicable if the area of concern is general aptitude.
4. Parents will receive written notification of the appeal decision during the week of May 15-19, 2017. **All appeal decisions are final.**

5. Students who are approved for an honors course through the appeals process must demonstrate their ability to succeed in the course. Students who experience difficulty with the pace or rigor of the course, are unable to maintain the required grade average, fail to demonstrate academic progress, or do not meet any of the other course expectations may be reassigned to a regular or advanced level class at any time during the school year or at the end of the year to take effect for the following school year. If a student is exited from an honors class, he/she is not eligible again for high ability placement in the middle school and must meet eligibility requirements to re-enter the program going into high school.