



D181 PLACEMENT APPEAL PROCESS

All appeals should be submitted to the District Administration Center, Department of Learning.
Submit all documentation **no later than May 31, 2019.**

An appeal request may be made for students entering grades 3-8 who meet the appeal eligibility criteria.
[See criteria to appeal:](#)

Course Placement	Eligibility to Appeal (Criteria needed for appeal)	Supplemental Data & Target Score
3rd-5th Advanced Math	One RIT meets criteria One RIT within 3 points of meeting criteria 2nd Grade CogAT of 8 or 9 Unit Common Assessment average of 85%	Summative Assessment 85% *Into 3rd - NO Bridge *Into 4th and 5th - Bridge AND 85% CTP Math 80th Percentile GRS Teacher Scale High Probability Parent/Student Scale ≥ 30
3-5th Accelerated Math	One RIT meets criteria One RIT within 3 points of meeting criteria 2nd Grade CogAT of 9 Unit Common Assessment average of 90%	Summative Assessment 90% CTP Math 99th Percentile GRS Teacher Scale Very High Probability Parent/Student Scale ≥ 30
6th Advanced Math	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9 Unit Common Assessment average of 85%	Summative Assessment 85% CTP Math 80th Percentile GRS Teacher Scale High Probability Parent/Student Scale ≥ 30
6th Accelerated Math	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 9 Unit Common Assessment average of 90%	Summative Assessment 90% CTP Math 95th Percentile GRS Teacher Scale Very High Probability Parent/Student Scale ≥ 30
6th ELA	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale High Probability Parent/Student Scale ≥ 30
6th ACE	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale Very High Probability Parent/Student Scale ≥ 30
7th ELA	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale High Probability Parent/Student Scale ≥ 30
7th ACE	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale Very High Probability Parent/Student Scale ≥ 30
8th ELA	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale High Probability Parent/Student Scale ≥ 30
8th ACE	RIT falls within 3 points of meeting criteria 5th Grade CogAT of 8 or 9	William & Mary Literature Assessment ≥ 24 GRS Teacher Scale Very High Probability Parent/Student Scale ≥ 30

APPEAL PROCEDURES

1. The parent or guardian completes the *Placement Appeal Form* and submits the form along with the parent and student questionnaire to the District Administration Center Department of Learning by May 31, 2019.
2. The Department of Learning will provide a copy of the *Placement Appeal Form* and parent/student questionnaires to the building principal.
3. The building principal will contact the parent to acknowledge receipt of the appeal and confirm the supplemental assessment testing time.
4. Administer supplemental assessment(s) on June 8, 2019. (No exceptions)
5. The D181 Appeal Committee will review all relevant student data and make a placement decision.
6. Parents will be notified, in writing, of the result of the appeal. The D181 Appeal Committee will determine if the original placement is accurate or if the student will be recommended for advanced or accelerated coursework.
7. All appeal decisions are final. As the school year progresses, additional student data will be collected for future consideration in middle school.