

Gifted Education Complaint Information Sheet

*Resolving gifted education complaints with the Ohio Department of Education's
Office for Exceptional Children*

What is a gifted education complaint?

A gifted education complaint is a formal request to the Ohio Department of Education to investigate potential violations of any applicable gifted education laws or regulations. Section 3324 of the Ohio Revised Code and the *Operating Standards for Identifying and Serving Students Who are Gifted* (Ohio Administrative Code 3301-51-15) govern gifted education in Ohio.

Who may file a gifted education complaint?

Any party may file a gifted education complaint, including parents, guardians or any other individuals.

What must a gifted education complaint contain?

Gifted education complaints must be in writing. They must include a statement that the submitter believes a public school district has violated a requirement of one or more state laws or regulations that apply to gifted education. The complaint also must include facts regarding the alleged violation(s).

How do I file a gifted education complaint with the Department?

Individuals or organizations may submit gifted education complaints in any of these ways:

- Email: gifted@education.ohio.gov
- Fax: (614) 728-1097, "Attn: Gifted Services"
- Mail: Ohio Department of Education
Office for Exceptional Children
Attn: Gifted Services
25 South Front Street
4th Floor, Mail Stop 409
Columbus, OH 43125

What happens after I file a gifted education complaint with the Department?

The Office for Exceptional Children will review the complaint and identify alleged issues for investigation. The office will outline these in a Letter of Allegations and send it to the district's superintendent and gifted education coordinator. It will send a copy of the letter to the complainant (the one who submitted the complaint) and to the student's parent or guardian, if the complainant was a third party. The Letter of Allegations includes a copy of the written complaint.

How does the Department investigate a gifted education complaint?

- The Office for Exceptional Children will investigate the complaint. Office staff will review all relevant documentation and may offer the complainant assistance by telephone, email or onsite investigation.
- Using facts that the complainant and the district provides, the Office for Exceptional Children will determine whether the district complied with gifted education laws and regulations and then write a Letter of Findings.

What happens after a gifted education complaint investigation?

- The Office for Exceptional Children will send the Letter of Findings to the complainant, the district superintendent and the district gifted education coordinator.
- If the office cannot confirm that there were violations, the gifted education complaint file is closed.
- If the investigation shows violations, the Letter of Findings will indicate the corrective action the district must take to comply with the law. The complaint file remains open until the district completes its corrective action.
- If the district does not undertake the corrective action, the Office for Exceptional Children will implement appropriate sanctions.

What regulations authorize the Department to investigate gifted education complaints?

The Ohio Revised Code 3324.05 (B) (C) and Ohio Administrative Code 3301-51-15 (G) (2) (3) identify the authority for the policies and procedures described in this document.