

Patrick County Public Schools

Identification and Placement Process for Gifted

Nominations for the gifted identification can take place at any time of the year. In order to have placement/identification process completed during this school year, the school gifted resource teacher must receive a nomination by February 1.

Step 1: Observation (K-12)

The classroom teacher will note student questions, responses, examples of unusual thinking or exceptional creativity and consistently strong academic performance.

Step 2: Referral

1. Teacher, other staff member, parent, peer or self may submit a nomination form at any time of the year. The referring individual wishing to nominate a student is to complete the appropriate nomination form and return it to the school gifted resource teacher. (Forms may be obtained from the director of gifted education, school gifted resource teacher, or the school division web page).
2. Teachers in grades K-12 are to annually submit the names of students to the gifted resource teachers who have an A or E average in content areas, and exhibit exceptional creativity in conjunction with additional data (i.e. SOL's MAP, SAT, PALS, etc.).
3. Once a nomination form is received, the individual's parents will be asked to complete a Parent Permission for Evaluation Form and a Parent Behavior Form and return these forms to the school gifted resource teacher within ten days.

Step 3: Evaluation Process

1. The teacher(s) of the student nominated for the program will be given the Scales for Rating the Behavioral Characteristics of Superior Students (Renzulli-Hartman Scales) packet to complete. This packet is to be returned to the school gifted resource teacher within 15 teaching days of receiving.
2. A copy of the student's current report card will be made, test data collected and recorded on the Profile Summary Form, and other testing conducted by the guidance counselor will be recorded on the Profile Summary Form by the school gifted resource teacher within 60 days of receiving parent permission. At the conclusion of the Identification/Placement Committee Meeting, the Profile Summary Form is to be placed in the student's cumulative record. If the student is found eligible for the program, a data entry for that student must be made in the PowerSchool system.

Step 4: Identification Placement Committee Meeting

1. The identification/placement committee will convene and review collected criteria. The committee will be comprised of at the minimum: building principal, student's teacher(s), school gifted resource teacher and gifted coordinator.
2. Parents will be forwarded the decision of the committee within 5 days, using the letter format provided and permission to participate form will be included in the mailing, if applicable.
3. Parents and teachers have the right to appeal the committee's decision. This process is to be initiated by using the Appeal of Gifted Placement Decision Form, which is to be forwarded to the coordinator of gifted education within 10 days of receiving decision of committee.

Step 5: Appeals and Exiting Program

1. Upon receipt of the Appeal of Gifted Placement Decision Form, the coordinator of gifted education will convey a committee to review the identification/placement decision. The decision of this committee will be forwarded to the parent and principal of the student.
2. If a parent elects to no longer have their child participate in the Patrick County Schools gifted program, nor to be identified as a gifted student, they are to complete the Parental Request for Student's Exit Form and return to the school gifted resource teacher and filed in the student's cumulative record. A data entry for the student who is exiting the program must be made in the PowerSchool system. A copy of the form is to be forwarded to the gifted coordinator.