

Referral Process for Explore/Challenge

1. Teacher (parent, community member, counselor, self) refers a student on the Teacher Nomination Form and turns it in.
2. Gifted resource teacher gives the teacher:
 - Permission to Test form
 - Parent Behavior Checklist form
 - Scales for Rating the Behavior Characteristics of Superior Students form (teacher fills out).
3. When the above are returned, the gifted resource teacher gives the name and other information to the school guidance counselor to test the child, and adds the behavior checklist forms to the packet she/he has compiled which includes:
 - Profile Summary form (be sure to include SOL scores in reading and math #7)
 - Permission to Test form
 - Gifted Educational Testing form (from the counselors after they test)
 - Parent Behavior Checklist form
 - Scales for Rating the Behavior Characteristics of Superior Students (filled out by classroom teacher)
 - Copy of the child's report card(s)
 - Any other pertinent information including school work that would indicate giftedness

When the packet is completed, please send to Andrea Cassell, Gifted Coordinator, at the School Board Office. The student will then be scheduled by the eligibility committee with the child's teacher present to serve as the child's advocate. Parents will be notified of the results in a letter sent by the gifted coordinator.

The completed packet, signed by the eligibility committee, will be returned to the gifted resource teacher from the school and placed in the child's cumulative record.

The permission to participate will be returned by the parent. This can be added to the packet when returned. The child can then be added to the gifted roster.