

****NEW** Gifted Referral and Service Processes & Acceleration**

Muscogee County School District, 2019-2020

Referral Windows for 2019-2020 and Beyond:

- **FALL** August 15 – September 30
- **SPRING** January 15 – February 28-29

Online gifted referrals will be made by parents, teachers, and administrators through St. Elmo's website as well as through the district website. The application will be accessed for parents through the Parent Portal for identification verification. Teacher initiated referrals will notify parents for their consent through the parent e-mail address found in infinite campus or a valid e-mail address. **Technical support will be provided if parents do not have access to technology.**

Referral Process:

- Referrals will be accepted online beginning on **August 15, 2019**.
- No referrals will be accepted for students who have previously been assessed and **did not qualify** until **at least one year** after the last assessment date for the student (by law). Scores are considered valid for **two years**. ****The Eligibility Team will determine whether a student may be retested after one year or two years based on most recent assessment data.**

Kindergarten:

- Kindergarten referral window will open on **January 15**. Kindergarten teachers and parents will not be able to submit a referral prior to the Spring window. (NOTE: Kindergarten assessments cannot be normed until after **December 1** of their kindergarten year per testing regulations.)
- Kindergarten referrals will be processed with whole group Saturday testing in February/March followed by individual testing as required.
- An evening orientation will be held in May for all Kindergarten students that are identified within the spring window.

New Elementary Model of Service 2019-2020 (Excludes Hannan and Clubview):

- Students who are qualified **prior to May 1, 2019** will be served beginning in **August 2019** in the resource pull-out program at St. Elmo.
- Students who qualify between **August 15th and September 30th** will be served at their home schools with a gifted endorsed teacher in a collaborative or cluster model. They will enter the pull-out resource program in **January of 2020**.
- Students who qualify between **January 15th – February 29th** will be served in resource pull-out beginning in **August** the following school year. These students will be served at their home schools upon qualifying before August in collaborative or cluster models.

New Acceleration Process 2019-2020:

- The parent will complete a **Referral for Acceleration** with the Department of Advanced Learning, and a Gifted Facilitator will arrange an **Acceleration Committee** comprised of key personnel to include (but not limited to) the student's teacher(s), the Academic Dean, the Academic Coach, and school leadership (AP or Principal as needed).

- The committee will utilize the *Iowa Acceleration Scale, 3rd Edition*, the **Summary and Planning Record**, and the **Assessment Form** to process student data (quantitative and qualitative) for developing an acceleration plan.
- **Whole-grade acceleration** must be a unanimous decision by the Acceleration Committee and the parent. A plan must be developed and reviewed twice a year in the **Summary and Planning Record**.
- Students in K-1 will not be considered for whole-grade acceleration until the end of the 1st grade year.
- **Subject Acceleration** must be agreed upon by the classroom teacher of that subject, the school principal, the parent, and the Gifted Facilitator. A plan must be developed and reviewed annually in the **Summary and Planning Record**.
- A parent signature will be required on the **Summary and Planning Record** once the model of service is designed by the Acceleration Committee.
- If the student has not been assessed for gifted identification, this will be an automatic part of the process for acceleration. Scores from gifted identification assessments will be used as evidence in the data-driven decision process for acceleration.