

## **HIGHLY CAPABLE PROGRAMS**

The following procedures shall be employed to refer, assess and select students to participate in the program:

### **Referral**

Anyone may refer a child to the program, including teachers, other staff, parents, students and members of the community. They will be sent the district's referral packet to recommend a child for consideration in the program.

### **Assessment**

The district will screen each referral using current grades, classroom performance, State Assessments, Dibels, Measures of Academic Progress (MAP) and Cognitive Abilities Tests.

Prior to conducting assessments the Multi-Disciplinary Team shall have received written parental permission.

Referrals identified through the screening process will be assessed using multiple criteria from a variety of sources and data including tests and measure cognitive ability, academic achievement and evidence of exceptional creativity.

### **Selection**

A multi-disciplinary selection team composed of a district administrator, psychologist or other individual who can interpret cognitive and achievement test results and a teacher will review data that has been collected for each of the referred students. They will select those students who would receive the most benefit from participating in the program. The district will:

- a) Notify parents of students who have been selected. Parents shall receive a full explanation of the procedures for identification, program option as and the appeal process;
- b) Obtain parental permission to provide services and programs; and;
- c) Conduct an annual parent meeting to review each student's educational plan.
- d) Appeal Process: Parents must write a letter explaining why they believe the decision for non-placement was influenced by some outside circumstances. The parent will also need to provide a recent report card, state test results and district assessment results all within 10 days of receiving the notice that their child did not meet the criteria of being Highly Capable.

### **Program Design**

The district will offer highly capable student the following programs:

- a) Differentiated Instruction
- b) Enrichment
- c) Flexible Groupings
- d) Independent Projects

- e) Supplemental Instruction in an area of interest
- f) Technology program such as Compass Learning
- g) Advanced single subject placement
- h) Grade Level Advancement
- i) Early Entrance/Running Start
- j) Mentorships
- k) Collaborative partnership with industry
- l) Other Specifically Designed programs

Services will be made available based on a plan that includes a continuum of services.

**Reporting**

The superintendent or designee will provide an end-of-year report to the Office of Superintendent of Public Instruction (OSPI) which includes number of student served by grade level and the ethnicity and gender of such student and programs provided for these students.

**Date: 03-11-14; 4-28-16;**