



## STUDENT IDENTIFICATION PROCESS FOR GIFTED ELIGIBILITY

The identification process consists of a combination of subjective and objective measures to determine eligibility for the gifted program and includes an equitable opportunity for the inclusion of students who may be at a disadvantage for identification.

All data collected as part of the identification process shall be recorded on the Gifted Eligibility Form (GEF) in documenting relevant data inclusive of demographic information for the purpose of enrollment and registration and will be protected by the Family Educational Rights and Privacy Act (FERPA). Access to this information is restricted to those personnel working directly with the identification process, working directly in the gifted education program, or that have a documented need to access. Parents of gifted students shall be notified in writing about their rights under FERPA.

Gifted student files shall be required to contain the following information:

1. Gifted Eligibility Form (GEF) include:
  - a. Parent Signature
  - b. Eligibility/Ineligibility Mark
  - c. Signed by LSC (minimum 2 signatures)
  - d. Eligibility Date
2. Permission for Gifted Service Form include:
  - a. Parent Signature
3. Assessment Report
4. Referral Documentation
5. Original Protocols INCLUDE:
  - a. Objective Measure(s)
  - b. Subjective Measure(s)
  - c. Individual Assessment(s)

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results at any point in the process by contacting the Gifted Manager.

## REQUIREMENTS AND PROCEDURES FOR REFERRAL

Referral for the gifted education program is based on consideration of potential ability, test performance, maturity, creativity, leadership, and performance in the regular classroom. While grades and/or achievement test scores might be an indicator of giftedness, by MDE Regulations, neither classroom behavior, grades, or achievement test scores may be used to eliminate a student from the identification process.

JPSD follows the MDE established procedures and criteria on all referral measures for identification.

Process 1: Mass Screening is conducted in first grade annually.

Process 2: Individual referrals for students in second through sixth grade are accepted throughout the school year.

All students in grades served by the program comprise the initial screening pool of potential recipients for gifted education services. A student may be referred for consideration, pending documentation of the referral criteria by a parent, teacher, counselor, administrator, peer, self, or anyone else having reason to believe that the student might be intellectually gifted. A referral must be initiated by written request to the teacher of the gifted. Once a referral process has been initiated with a dated and signed referral form, only the Gifted Local Survey Committee (LSC) or parents can stop the identification process. The 90-school day assessment 12 Tf4ittee (L 1

Referral must include documentation of three of the following:

1. A group measure of intelligence administered within the past twelve (12) months with a minimum score at or above the 90th percentile;
2. Published measure of characteristics of giftedness at the superior range;
3. Published measure of creativity at the superior range;
4. Published measure of leadership at the superior range;
5. A score at or above the 90th percentile on total language, total math, total reading, total science, total social studies or the composite on a normed achievement test;
6. A score at or above the 90th percentile on a normed measure of cognitive abilities;
7. A score at or above the 90th percentile on an existing measure of individual intelligence administered within the past twelve (12) months; and/or
8. Other measures that are documented in the research on identification of intellectually gifted students and approved by the MDE on the Jackson Public School District Gifted Education Program Proposal.

#### ASSESSMENT PROCESS AND ELIGIBILITY REQUIREMENTS

If a student meets criteria for referral, the Gifted LSC will recommend individual assessment to G H W H U P L Q H H O L J L E L O L W \ I R U D Q <sup>3</sup>, Q W H O O H F W X D O O \ \* L I W H G obtained before any individual testing is initiated. The individual test of intelligence shall be administered by a licensed examiner. In no case will the examiner be related to the student being tested.

The student must meet identification criteria as approved by the MDE at or above the 91st percentile





placement. If the committee determines that the student is failing to make progress, the student may be placed on probation for the next 9-weeks term. Parents shall be included in the process and notified in writing of all actions taken by the committee. Documentation of all decisions and actions will be collected and maintained in LSC minutes.

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student may be removed from the program. If the parents are not in agreement with the school-based committee decision to remove the student from the gifted program, they may present their concerns, orally or in writing, to the principal of the school. The principal and parents will attempt to resolve the matter informally.

#### **PARENT APPEALS AND HEARING S**

Should the parents of a student in the gifted program not agree to the removal of the student from the program, JPSD shall grant the parents a hearing in accordance with the Student Complaint Policy JCQ which prescribes the procedure for how this hearing will be conducted and how the lack of agreement will be resolved. The Superintendent is authorized to promulgate further procedures to implement this policy.

#### **REINSTATEMENT PROCEDURES**

Students will be considered for reinstatement in gifted program at the request of the parents and with the recommendation of classroom teachers.