

Highly Capable Programs

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

Nomination

Anyone may nominate a child to the program, including teachers, other staff, parents, students, and members of the community. Nominators will be sent the district's nomination form to recommend a child for consideration in the program.

Assessment

The district will employ a screening process including multiple data points for each nominee. Staff will administer nationally normed achievement tests in both reading and mathematics, and a nationally normed abilities test. Students' scores will be evaluated using consistent criteria across grade spans for the purposes of selection for the Highly Capable Program.

Prior to conducting assessment(s) the district designee shall obtain written parental permission.

Nominees identified through the screening process will be assessed using multiple criteria from a variety of sources and data. All tests and other evaluation materials used in the assessment shall have been validated for the specific purpose for which they are used and shall accurately reflect whatever factors the tests purport to measure.

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 nominated 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 options and the appeal process;
- B. Obtain parental permission to provide services and programs;
- C. Schedule a meeting of all such parents;and
- D. Conduct an annual parent meeting to review each student's educational plan.

Program Design

The District will offer highly capable students a continuum of services at each grade span. Each individual student or group of students with similar needs shall have a program plan. For initial placement or a proposed change in services, a placement team will make a recommendation to the principal. The principal will make the final placement determination for each student.

Reporting

The superintendent or designee shall provide an end-of-the-year report to the Office of Superintendent of Public Instruction (OSPI).

Date: May 28, 2014