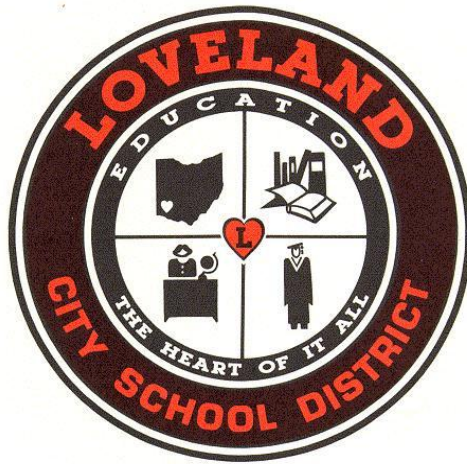


MODEL POLICIES AND PLAN FOR THE IDENTIFICATION OF CHILDREN WHO ARE GIFTED



Loveland City School District

Loveland City School District
757 S. Lebanon Road
Loveland, Ohio 45140
(513) 683-5600

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Model Policies and Plan For the Identification of Children Who Are Gifted

*Prepared by the
Ohio Department of Education
Division of Special Education
Gifted Services*

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Introduction

Purpose

The *Model Policies and Plan for the Identification of Children Who Are Gifted*, hereafter referred to as the Plan, has been developed to assist districts to meet the requirements of House Bill 282, the *Ohio Rule for the Identification and Services For children Who Are Gifted*, and other corresponding state regulations.

All school districts are required to provide an appropriate public education for all children. In addition, districts must identify children who are gifted in Superior Cognitive Ability, Specific Academic Ability, Creative Thinking Ability, and Visual or Performing Arts Ability.

Parents must be notified of the results of the identification procedures including screening and assessment. In addition, parents must be given an opportunity to appeal any screening, assessment or scheduling of assessment, and/or placement decision.

Suggestions and Instructions for District Adoption of Model Policies and Plan

1. The **School Board Policy** is located on pages iii and iv of this Plan. The remaining sections of the Plan outline the plan and procedures that the district will follow to implement school board policy.
2. If the district should revise any procedure and/or form(s), such revisions will need to be submitted to the Ohio Department of Education, Division of Special Education, Gifted Services, prior to implementing the changes.

Board Policy

Identification for Gifted and/or Talented Students

In accordance with the belief that all children are entitled to education commensurate with their particular needs, children who are gifted in the district must be provided opportunities to be identified as gifted and/or talented. The Board believes that these children require services to be identified as gifted and/or talented in order to realize their potential contribution to themselves and society.

Annually, children who are gifted are identified by professionally qualified persons using a variety of assessment procedures. The Board encourages efforts to provide services for the children who are gifted as an integral part of the total kindergarten through grade 12 program.

Identification

The district follows the identification eligibility criteria as specified in Section 3324.03 of the Ohio Revised Code and the *Ohio Rule for the Identification and Services for Children Who Are Gifted* as specified in the *Model Policies and Plan for the Identification of Children Who Are Gifted*.

1. The district shall identify children of the district, in grades kindergarten through twelve, who may be gifted in one or more of the following areas:
 - A. Superior Cognitive Ability
 - B. Specific Academic Ability in one or more of the following content areas:
 1. Mathematics
 2. Science
 3. Reading, writing, or a combination of these skills
 4. Social Studies
 - C. Creative Thinking Ability
 - D. Visual or Performing Arts Ability in music and art.
2. The district shall use only those instruments approved by the Ohio Department of Education for screening, assessment, and identification of children who are gifted as provided in the *Assessment Instruments for the Identification of Children Who Are Gifted*.
3. The district shall accept scores on assessment instruments approved for use by the Ohio Department of Education provided by other school districts and trained personnel outside the school district.
4. The district shall adopt and submit to the Ohio Department of Education a plan for the screening, assessment, and identification of children who are gifted. Any revisions to the district plan will be submitted to the Ohio Department of Education for approval. The identification plan shall include the following:
 - A. The criteria and methods the district uses to screen and select children for further assessment who perform or show potential for performing at remarkably high levels of accomplishment in one of the gifted areas.
 - B. The sources of assessment data the district uses to select children for further testing and an explanation to parents of the multiple assessment instruments required to identify children who are gifted.
 - C. An explanation for parents of the methods the district uses to ensure equal access to screening and further assessment by all district children, culturally and linguistically diverse children, children from low socio-economic background, children with disabilities, and children for whom English is a second language.
 - D. The process of notifying parents regarding all policies and procedures concerning the screening, assessment, and identification of children who are gifted.
 - E. Provision of an opportunity for parents to appeal any decision about the results of any screening procedure or assessment, the scheduling of children for assessment, or the placement of a student in any program or for receipt of services.
 - F. Procedures for the assessment of children who transfer into the district.
 - G. At least two opportunities a year for assessment in the case of children requesting assessment or recommended for assessment by teachers, parents, or other children.

5. The district's plan may provide for the district to contract with any qualified public or private service provider to provide screening or assessment services under the plan.

Services for Children Who Are Gifted

1. The district shall ensure equal opportunity for all children identified as gifted to receive any or all services offered by the district.
2. The district shall implement a procedure for withdrawal of children from district services and for reassessment of children.
3. The district shall implement a procedure for resolving disputes with regard to identification and placement decisions.
4. Any district gifted education services shall be delivered in accordance with Ohio Revised Code and Ohio Administrative Code.
5. The district shall inform parents of the contents of this policy as required by Section 3324.06 of the Ohio Revised Code.

Annual Report

1. The district shall submit, as required, an annual report to the Ohio Department of Education.

The district superintendent or designee shall implement all policies and procedures in accordance with laws, rules, and regulations and follows the *Model Policies and Plan for the Identification of Children Who Are Gifted*.

Adopted on the _____ day of _____ 19 ____

Signed: _____ President of Board

Signed: _____ Treasurer of Board

LEGAL REFS.: ORC 3324.01
3324.02
3324.03
3324.04
3324.05
3324.06
3324.07
OAC 3301-51-15

CROSS REF.: JB, Equal Educational Opportunities

SECTION: Identification of Children Who Are Gifted

TOPIC: Board Policy

OHIO REVISED CODE: 3324.06

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. The Board of Education has a policy for identifying children who are gifted in accordance with Ohio Revised Code (ORC) and Ohio Administrative Code (OAC).</p> <p>a. The district has a plan and specific procedures for the implementation of Board Policy. It shall be the responsibility of the superintendent to implement Board Policy through the plan and procedures.</p> <p>b. The district's written policy for the identification of children who are gifted shall be provided to all parents of students enrolled in kindergarten through grade 12.</p> <p>c. The district's written plan and procedures for the identification of children who are gifted shall be available to the general public.</p>	<p>Board Policy</p> <p>District Plan</p> <ul style="list-style-type: none">• Parent Brochures: PB-1 – 3 or• Specified information included in Building Handbook or District Calendar or other means like the web site <p>Board Office</p>	<p>Superintendent</p> <p>Superintendent</p> <p>Superintendent or designee</p> <p>Superintendent</p>	<p>Date adopted</p> <p>Date adopted</p> <p>Annually</p>

SECTION: Identification of Children Who Are Gifted


TOPIC: General


OHIO REVISED CODE: 3324.03
3324.04 (D)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. Dissemination of Information</p> <p>a. The school district ensures that all activities of the gifted identification system are planned, coordinated, and implemented.</p> <p>b. A letter will be distributed to district staff members explaining the gifted identification system and identifying the individual responsible for implementing the system; or meetings will be conducted with school district staff to disseminate information concerning the identification system.</p> <p>c. A notice will be sent explaining the gifted identification system to parents.</p> <p>d. Persons making referrals shall follow identification procedures as listed in this Plan.</p> <p>2. The district may contract with any qualified public or private service provider to provide screening or assessment services in accordance with ORC.</p> <p>3. The district accepts scores on assessment instruments provided by other school districts or trained personnel outside the district provided the assessment instruments are used in accordance with <i>Assessment Instruments for the Identification of Children Who Are Gifted</i>.</p>	<p>*Parent Brochures: PB-1 – 3</p> <p>*Form GI-1</p> <p>*Teacher Handbook</p> <p>District calendar/publication</p> <p>Parent Brochures: PB-1 – 3</p> <p>Other publications</p> <p>Form GI-1</p> <p><i>Assessment Instruments for the Identification of Children Who Are Gifted</i></p>	<p>Superintendent or designee</p> <p>Superintendent or designee</p> <p>Superintendent or designee</p>	<p>Annually</p> <p>90 days from request</p>

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>4. The district selects screening and identification assessment instruments from the <i>Assessment Instruments for the Identification of Children Who Are Gifted</i> for inclusion in the district's plan. Assessments must measure the specific area of gifted ability. <i>The district updates the list as revisions are made by the Ohio Department of Education.</i></p> <p>5. The district ensures that the use of assessment instruments:</p> <p>a. Are provided and administered in the child's native language or other mode of communication, unless it is clearly not feasible to do so;</p> <p>b. Have been validated for the specific purpose for which they are used; and</p> <p>c. Are administered by qualified personnel in conformance with the instructions provided by the publisher of the assessment instrument.</p>	<ul style="list-style-type: none"> • Form II • Form SI 	<p>Superintendent or designee</p>	<p>Ongoing</p>
<p>6. The district selects instruments, from <i>Assessment Instruments for the Identification of Children Who Are Gifted</i>, that will allow for appropriate screening and identification of children who are culturally and linguistic diverse, children from low socio-economic status, children with disabilities, and children for whom English is a second language.</p>	<ul style="list-style-type: none"> • Form II • Form SI 	<p>Superintendent or designee</p>	
<p>7. Tests are selected and administered so as to best ensure that when a test is administered to a child with impaired sensory, manual or speaking skills, the test results accurately reflect the child's aptitude or achievement level or whatever other factors the test purports to measure, rather than reflecting the child's impaired sensory, manual or speaking skills except where those skills are factors which the test purports to measure</p> <p>a. The district follows the <i>Assessment Instruments for the Identification of Children Who Are Gifted</i> and the specific cautions and caveats.</p>	<p>Child records</p> <p><i>Assessment Instruments for the Identification of Children Who Are Gifted</i></p>	<p>Superintendent or designee</p>	<p>Ongoing</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Pre-Assessment – Optional Process 

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. The district may employ pre-assessment strategies that consider all children in order to ensure children who are gifted are identified. It consists primarily of two parts:</p> <ul style="list-style-type: none"> a. A review of existing data; and b. Referral process. <p>The objective of pre-assessment is to determine a "pool" of students by locating those who may need screening and/or assessment to determine their eligibility and need for differentiated educational services.</p>	<p>Form GI-1</p>	<p>School personnel and parents</p>	<p>Ongoing</p>
<p>2. All students are included in the pre-assessment procedures. Pre-assessment procedures are inclusionary and comprehensive, casting a wide net.</p> <ul style="list-style-type: none"> a. Exceptionality in comparison to age peers on any strategy leads to inclusion in the "pool." b. The purpose of pre-assessment procedures is to include not exclude. <p>3. The pre-assessment strategies will increase opportunities for the inclusion of special populations such as:</p> <ul style="list-style-type: none"> a. Children who are culturally and linguistically diverse; b. Children from low socio-economic status; c. Children with disabilities; and d. Children who are limited English proficient. <p>4. The pre-assessment utilizes:</p> <ul style="list-style-type: none"> a. Variety of strategies, formal and informal; b. Standardized and non-standardized assessments; c. Subjective and objective data; and d. Qualitative and quantitative data. 	<p> Form MD</p>	<p>Superintendent or designee Building principal</p>	<p>Ongoing</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Assessment for Screening

OHIO REVISED CODE: 3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<ol style="list-style-type: none">1. The screening stage examines the data gathered from the pre-assessment stage and determines if additional assessment is necessary.2. Students will need additional assessment to enable an identification decision to be made.3. In making decisions about additional assessment, existing test data for students is not the sole determining criteria.4. All available information about a student is examined to determine if any evidence of possible giftedness exists for that student and conduct necessary additional assessment.5. Parental consent must be obtained for screening (unless the screening process involves all students).<ol style="list-style-type: none">a. If the district does screen all students, then all parents must be notified of the results. (See #7)6. The available data for each student from the screening phase is then reviewed to determine if the information is sufficient and appropriate for an identification decision according to Sections 3324.01–3324.07 of ORC.<ol style="list-style-type: none">a. District-determined cut-off scores to move students from the screening stage to the assessment stage are lower than the scores necessary for identification in Section 3324.03 of ORC and are identified in the Parent Brochure.b. If the information is sufficient and appropriate, the identification decision is made, and the student's educational needs are determined.c. Only in situations in which there is clearly no evidence of potential giftedness in any of the four areas of giftedness in Sections 3324.01-3324.07 of ORC should a student be "screened out" of further assessment.	<p>Student Records</p> <p>Form GI-3</p> <p>Child records</p> <p>Parent Brochures: PB-1 – 3</p>	<ul style="list-style-type: none">• Superintendent or designee• Building principal	

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>7. Parents must be notified within thirty days of the results of the screening.</p> <p>a. If the child is not recommended for further assessment, a letter is sent to the parents informing them of the results and the right to appeal and the appeal process.</p> <p>b. If the child is recommended for further assessment for identification, the parents are sent a letter to indicate the need for further assessment and the appeal process.</p> <p>c. The parent is notified if the child is identified.</p>	Form GI-4	Building principal or designee	Thirty days after results

SECTION: Identification of Children Who Are Gifted

TOPIC: Assessment for Identification

OHIO REVISED CODE: 3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. Assessment strategies provide additional data necessary for an identification decision and the delivery of services.</p> <p>a. Strategies for additional assessment include the individual and group testing related to the requirements of Sections 3324.01–3324.07 of ORC.</p> <p>2. Parental consent must be obtained.</p> <p>3. Once additional assessment has been completed and the data obtained throughout the stages of identification are evaluated, the identification decision is made.</p> <p>a. Student's educational needs are determined.</p> <p>b. The student's parents receive notification.</p> <p>4. Parents must be notified within thirty days of the results of the assessment process.</p> <p>a. If the child is not recommended for identification, the parents are sent a letter to indicate the results and the appeal process.</p> <p>b. If the child is recommended for identification, the parents are sent a letter to indicate the results.</p> <p>5. After the initial identification, periodic re-evaluation for gifted program eligibility will occur at grades 2 and 5. Continued participation will be based on meeting eligibility criteria.</p>	<p>Form II PB-1 – 3</p> <p>Form GI-3</p> <p>Form GI-4</p>	<ul style="list-style-type: none">• Superintendent or designee• Building principal	<p>Within thirty days</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Scheduling/Referral/Reassessment

OHIO REVISED CODE: 3324.04 (B)(1)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. The district ensures that there are ample and appropriate scheduling opportunities for screening and for administering assessment instruments.</p> <ul style="list-style-type: none"> a. Group tests b. Individually administered tests c. Checklists d. Display of work, an audition, or other performance or exhibition 		Superintendent or designee	Spring and Fall testing Kdg. testing in the spring
<p>2. Children may be referred on an ongoing basis, based on the following:</p> <ul style="list-style-type: none"> a. Teacher recommendation; b. Parent/guardian request; c. Others (e.g., psychologist, community members, principal, gifted coordinator, etc.). 	<ul style="list-style-type: none"> • Form GI-1 • Parent request ◆ Form GI-2 	Superintendent or designee	Ongoing
<p>3. Upon receipt of a referral, the district will:</p> <ul style="list-style-type: none"> a. Follow district procedures for consent for testing. b. Provide assessment for screening; and c. Notify parents of the results. 	<p>Form GI-3</p> <p>See Screening and Identification Section</p> <p>Form GI-4</p>		<p>Within 90 days of referral</p> <p>Within 30 days of assessment results</p>
<p>4. The district has ensured that there are opportunities for a child to be reassessed. Identification is an ongoing process.</p>			

SECTION: Identification of Children Who Are Gifted

TOPIC: Special Populations

OHIO REVISED CODE: 3324.04 (B) (2)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. The district will include special populations in screening and assessment procedures.</p> <p>2. The district shall use appropriate instruments from the list approved by Ohio Department of Education, entitled <i>Assessment Instruments for the Identification of Children Who Are Gifted</i>, by considering the caveats and cautions for assessments. Special populations include children who are culturally and linguistically diverse (minority and/or children who are limited English proficient); children from low socio-economic status; and children with disabilities.</p> <p>a. District demographics are reviewed to ascertain the diversity of students.</p> <p>b. Pre-assessment and screening activities ensure that students representing the various diverse student populations of the building/district are referred as gifted.</p> <p>(1) Staff development is also provided.</p> <p>(2) The district can use the <i>Identification of Children Who Are Gifted: A Technical Assistance Manual</i> as a resource.</p>	<ul style="list-style-type: none">• Form SI• Form II	<p>Superintendent</p> <p>Superintendent or designee</p>	<p>Ongoing</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Superior Cognitive Ability – Eligibility

OHIO REVISED CODE: 3324.01 (A)
3324.02 (D)
3324.03 (A)
3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. "Gifted" means children who perform or show potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience, or environment and who are identified under division (A), (B), (C), or (D) of Section 3324.03 of the Revised Code.</p> <p>2. The district ensures that a child is identified as exhibiting "superior cognitive ability" if the child has accomplished either of the following within the preceding twenty-four (24) months:</p> <p>a. Scored two standard deviations above the mean, minus the standard error of measurement, on an approved individual standardized intelligence test administered by a licensed psychologist.</p> <p>b. Accomplished any one of the following:</p> <p>(1) Scored at least two standard deviations above the mean, minus the standard error of measurement, on an approved standardized group intelligence test; or</p> <p>(2) Performed at or above the 95th percentile on an approved individual or group standardized basic or composite battery of a nationally normed achievement test; or</p> <p>(3) Attained an approved score on one or more above-grade level standardized, nationally normed approved tests.</p> <p>3. The district utilizes only approved assessment instruments from the list provided by the Ohio Department of Education.</p>	<p>• Individual child records • Child Count</p> <p>Form SI and Form II submitted to ODE for approval</p>	<p>Psychologist and/or other trained personnel</p>	<p>February 1, 2000</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Specific Academic Ability – Eligibility

OHIO REVISED CODE: 3324.01 (A)
 3324.02 (D)
 3324.03 (B)
 3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. "Gifted" means children who perform or show potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience, or environment and who are identified under division (A), (B), (C), or (D) of section 3324.03 of the Revised Code.</p> <p>2. The district ensures that a child is identified as exhibiting "specific academic ability" superior to that of children of similar age in a specific academic ability field if within the preceding twenty-four (24) months the child:</p> <p>a. Performs at or above the 95th percentile at the national level on an approved individual standardized achievement test of specific academic ability in that field (mathematics, science, reading, writing or a combination of both, social studies); or</p> <p>b. Performs at or above the 95th percentile at the national level on an approved group standardized achievement test of specific academic ability in that field.</p> <p>3. The district conducts the screening and assessment process for children who may be identified as having specific academic ability in any one of the following areas:</p> <p>a. Mathematics;</p> <p>b. Science;</p> <p>c. Reading, writing or a combination of these skills; and</p> <p>d. Social studies.</p> <p>4. The district utilizes only approved assessment instruments from the list provided by the Ohio Department of Education.</p>	<p>Individual child records Child Count</p> <p>Form SI and Form II</p> <p>Form SI and Form II</p>	<p>Psychologist and/or other trained personnel</p> <p>Superintendent or designee</p> <p>Superintendent or designee</p>	<p>February 1, 2000</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Creative Thinking Ability – Eligibility

OHIO REVISED CODE: 3324.01 (A)
 3324.02 (D)
 3324.03 (C)
 3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. "Gifted" means children who perform or show potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience, or environment and who are identified under division (A), (B), (C), or (D) of section 3324.03 of the Revised Code.</p> <p>2. The district ensures that a child is identified as exhibiting "creative thinking ability" superior to that of children of similar age, if within the previous twenty-four (24) months, the child:</p> <p>a. Scored one standard deviation above the mean, minus the standard error of measurement, on an approved individual intelligence test or group intelligence test and also did either of the following:</p> <p>(1) Attained a sufficient score, as established by the Ohio Department of Education, on an approved individual or group test of creative ability; or</p> <p>(2) Exhibited sufficient performance, as established by the Ohio Department of Education, on an approved checklist of creative behaviors.</p> <p>3. The district utilizes only approved assessment instruments from the list provided by the Ohio Department of Education.</p>	<p>• Individual child records • Child count</p> <p>Form SI and Form II</p>	<p>• Superintendent • Trained individual</p> <p>Superintendent or designee</p>	<p>February 1, 2000</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Visual or Performing Arts Ability – Eligibility

OHIO REVISED CODE: 3324.01 (A)
3324.02 (D)
3324.03 (D)
3324.04

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. "Gifted" means children who perform or show potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience, or environment and who are identified under division (A), (B), (C), or (D) of section 3324.03 of the Revised Code.</p> <p>2. The district ensures that a child shall be identified as exhibiting "visual or performing arts ability" superior to that of children of similar age, if the child has done both of the following:</p> <ul style="list-style-type: none">a. Demonstrated through a display of work, an audition, or other performance or exhibition, superior ability in a visual or performing arts area; andb. Exhibited sufficient performance, as established by the Ohio Department of Education, on an approved checklist of behaviors related to a specific arts area. <p>3. The district conducts the screening and assessment process for children who may be identified as having visual or performing arts ability in areas such as drawing, painting, sculpting, music, dance, drama.</p> <p>4. The district utilizes only approved assessments from the list provided by the Ohio Department of Education.</p>	<p>Form SI and Form II</p>	<p>Trained individual</p> <p>Superintendent or designee</p>	<p>February 1, 2000</p>

SECTION: Identification of Children Who Are Gifted
TOPIC: Resolving Disagreements/Appeal Procedure

OHIO REVISED CODE: 3324.04 (C)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. An appeal by the parent is the reconsideration of the decision of any part of the identification process which would include:</p> <ul style="list-style-type: none"> a. Any screening procedure or assessments; and b. Scheduling of children for assessment or the placement of a student in any program or for receipt of services. <p>2. Most of these appeals/disagreements can and should be resolved informally at the building level such as a conference with the child's teacher, principal, and gifted personnel.</p>	<p>Parent letter</p>		<p>30 days from request</p>
<p>3. If the issue is not resolved, an appeal must be submitted in writing to the superintendent.</p> <p>4. The steps in the appeal process are as follows:</p>	<p>Parent letter</p>	<p>Parent</p>	
<ul style="list-style-type: none"> a. Submit a letter to the superintendent or designee outlining the nature of the concern (<i>Note: if the native language of the parent is other than the written language or language other than English, the district will provide assistance to put this matter in writing and provide a copy to parents</i>). b. The superintendent or designee will convene a meeting which will include the parent/guardian and may include any of the following: <ul style="list-style-type: none"> (1) Administrator; (2) Intervention specialist for gifted; (3) Coordinator of gifted services; (4) Child's teacher; (5) School psychologist; and/or (6) Other persons who have knowledge of the child or gifted education. c. District personnel will review all pertinent information related to the concern to discuss the appeal. 	<p>Parent letter</p>	<p>Superintendent or designee</p>	<p>Reasonable advance notification so all can attend</p>

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>d. The superintendent or designee will issue a written decision within 30 days of the appeal. This written notice should include the reason for the decision(s).</p>	<p>District letter</p>	<p>Superintendent or designee</p>	<p>Within 30 days of the appeal</p>

SECTION: Identification of Children Who Are Gifted

TOPIC: Children Who Transfer

OHIO REVISED CODE: 3324.04 (B) (3) and (D)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
1. The district shall ensure that any child transferring into the district will be assessed within ninety days of the transfer at the request of the parent.	Form GI-1 Parent request to building principal	Building principal or designee	Within 90 days of parent request
2. If a teacher or other person suspects the child of having specific gifted abilities, the normal referral process shall be utilized.	Form GI-1	Child's Teacher or Other Personnel	Immediate upon suspecting a child may be gifted
3. The district accepts qualifying scores on assessment instruments provided by other school districts or trained personnel outside the school district, provided the assessment instruments are on the Ohio Department of Education's approved list.	Child Records	Building principal or designee	
4. The district will inform the parents of the results.	Form GI-4	Building principal or designee	Within 30 days

SECTION: Identification of Gifted Children

TOPIC: Child Count

OHIO REVISED CODE: 3324.05 (A)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. The district shall submit an annual report to the Ohio Department of Education. This report shall specify:</p> <p>a. The number of children screened for gifted identification in each of the categories in grades K-12 with appropriate required demographic information.</p> <p>b. The number of children assessed for gifted identification.</p> <p>c. The number of children identified as gifted in each of the categories specified in Section 3324.03 of ORC and this Plan.</p>	<ul style="list-style-type: none">• ODE forms• EMIS • ODE forms• EMIS • ODE forms• EMIS	<p>Superintendent or designee EMIS personnel</p> <p>EMIS personnel G/T personnel</p>	<p>As required</p> <p>As required</p> <p>As required</p> <p>As required</p>

SECTION: Gifted Services

TOPIC: Withdrawal From Gifted Programs or Services

OHIO REVISED CODE: 3324.06 (E)

PROCEDURES	DOCUMENTATION	RESPONSIBILITY	TIME LINE
<p>1. Provision for the child to withdraw from receiving gifted services:</p> <ul style="list-style-type: none">a. The child or parent will put the request in writing to the principal.<ul style="list-style-type: none">(1) If the child or parent needs help with writing the request, the district will provide assistance.b. The principal or counselor may contact the parent to address the concern.<ul style="list-style-type: none">(1) The parent has the final decision.	Written request	Parent or child Building principal or designee	