Fairfield Area School District

Procedure Outline for Gifted Identification

~ Teacher Referral~
Complete the Teacher referral form for screening and turn into the Special Education Office.

~ Parent Referral~
Complete the Parent referral form for screening and turn into a teacher or office

All Forms are to be turned into the Special Education Office for review and to send the parent a permission to screen form.

A permission to screen form is sent out to the parent within **ten calendar days** of the referral. The parent must return in order for the screening process to begin.

~ Permission Is Not Granted ~
The parent declines, screening process is **not** Initiated. No further action will be taken.

~ Permission Granted ~
A parent permits their child to move to the formal screening process.

The Gifted Support Teacher will review the student's file and conduct the screening. The teacher will meet with the student to deliver an online screening assessment.

Results are submitted to the Special Education office. <u>A letter will be sent to the parent regarding the screening results and recommending whether a formal gifted evaluation is warranted.</u> If a formal gifted evaluation is warranted, a **Permission to Evaluate (PTE) form** will be mailed to the parent. If permission is granted, the school psychologist will conduct a gifted evaluation and submit a **Gifted Written Report (GWR)** summarizing the findings within **60 calendar days**. This report will then be reviewed by the **Gifted Multidisciplinary Evaluation team (GMDE)** to determine eligibility.

If the student is **not** eligible for gifted support services, the parent is given the option of having a GMDE meeting to discuss the findings as well as educational recommendations for enrichment in regular education, if warranted.

If student **is** eligible, the parent will receive an invitation **ten days** prior to the GMDE meeting to review and discuss the student's GIEP. *This initial meeting is scheduled by the school psychologist.* The Gifted Support Teacher will draft a **Gifted Individualized Education Plan (GIEP)** to be reviewed at a GIEP meeting.