



Poplarville School District
Gifted Education

Board Policy for Referral Procedures and Identification of Intellectually Gifted

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Revised and Approved by the Poplarville School District Board of Trustees

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PROGRAM MESSAGE

This handbook contains information regarding the Poplarville School District's Intellectually Gifted Program. It outlines the process and requirements for entering the program and was designed for use by parents, students, teachers, and administrators.

Our district provides services for students in grades two through six who meet the criteria for intellectually gifted as defined by the Mississippi Department of Education (MDE). Programming will be offered through an Instructional Management Plan (IMP) and enrichment classes that are called "Quest" for grades two through six.

We are pleased to have the opportunity to serve your child. If I can be of assistance, please contact me at 601-795-8477.

Stachia Peterson
Gifted Program Coordinator

POPLARVILLE SCHOOL DISTRICT GIFTED EDUCATION PROGRAM

The Poplarville School District provides a program of enrichment for intellectually gifted students in second through sixth grades. In the Poplarville School District, programming is offered through a pull-out resource program in grades 2-5. Eligible students in grade 6 may choose the gifted coursework as an elective. The classes are called “Quest” for grades two through six.

Our district’s program goal is to provide experiences which are centered in the development of thought processes derived from the Mississippi Department of Education’s Gifted Outcomes including Creativity, Thinking Skills, Communication Skills, Research, Group Dynamics, and Self-Directed Learning. Also included are Career Exploration and Guidance, Visual and Performing Arts, and Social/Emotional Development.

The purpose of this programming is to identify those students who demonstrate unusually high achievement and/or potential for unusually high achievement. Because of their capabilities, they require a uniquely qualitatively differentiated educational program not typically available in the regular classroom. These programs are required to enable the gifted students to realize their potential contributions to self and society.

Mississippi Department of Education gifted regulations and state mandate require that intellectually gifted students in grades two through six be provided services by a teacher with gifted endorsement for a minimum of five hours per week unless written approval is given by the state for a reduction in the number of hours.

MISSION

The mission of the Poplarville School District gifted program is to ensure that intellectually gifted children, as defined by the Mississippi Department of Education, are offered appropriate educational experiences that are qualitatively different from those available in the regular classroom.

MDE DEFINITION

The State of Mississippi defines “Intellectually Gifted Children” and “Gifted Education Programs” as follows:

Intellectually Gifted Children shall mean those children and youth found to have an exceptionally high degree of intelligence as documented through the identification process.

Gifted Education Programs shall mean special programs of instruction for intellectually gifted children in grades 2-12. Such programs shall be designed to meet the individual needs of gifted children and shall be in addition to and different from the regular program of instruction provided by the district.

According to the Jacob Javits Act, intellectual ability and academic ability are two distinct and separate areas of performance. It also emphasizes that while grades and/or achievement test scores might be an

indicator of giftedness, neither grades nor achievement test scores shall eliminate a student from the identification process for the intellectually gifted program. Grades and/or test scores are more appropriately an indicator of academic giftedness.

Although the State of Mississippi recognizes permissive programming for academically gifted students in grades 9-12; artistically gifted children in grades 2-12; and creatively gifted children in grades 2-12, only intellectually gifted programs in grades 2-6 are mandated by law. At this time, the Poplarville School District offers the program for intellectually gifted children in the mandated grades, 2-6.

STUDENT IDENTIFICATION PROCESS

The student identification process is separated into six stages which include referral, LSC review of referral data, parental permission for testing, assessment, assessment report, and the LSC eligibility determination stage.

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 inclusions of students who are culturally diverse, underachieving, disabled under Individuals with Disabilities Act (IDEA) guidelines, physically disabled, or ADD/ADHD, as well as students who exhibit classroom behavior such as extreme shyness, short attention spans, disruptiveness, continual questioning, and anxiety. Throughout the identification process, district personnel are careful to select measures that target the students' individual strengths.

All data collected as part of the identification process are 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 having a documented need to access. Parents will be informed of the information/data collected and may gain access to their children's records by written request to the school's gifted education personnel at any time. Upon completion of the identification process, results will be provided to the parents.

STAGE 1: REFERRAL

Referral for the gifted education program is based on consideration of performance in the regular classroom, potential ability, test performance, intellectual characteristics, creativity, and/or leadership potential. 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.

As mandated in MDE Gifted Regulations, the Poplarville School District follows the state minimal scale/percentile score criteria on all referral measures.

There are two types of gifted referral processes:

Type One – The Mass Screening Referral Process addresses those students who are mass screened for gifted eligibility.

Type Two – The Individual Referral Process addresses those students who are individually referred for gifted eligibility.

Type One: Mass Screening Referral Process

A normed group measure of intelligence will be administered to all first grade students in the mass screening referral process. All students who obtain a full scale/composite score at or above the 90th percentile shall move forward in the referral process.

In addition to the normed group measure of intelligence obtained in mass screening, a student shall satisfy two of the following criteria before moving forward to Stage 2 of the identification process, LSC Review of Referral Data:

1. A score at or above the superior range on a normed published characteristics of giftedness checklist,
2. A score at or above the superior range on a normed published measure of creativity,
3. A score at or above the superior range on a normed published measure of leadership,
4. 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,
5. A score at or above the 90th percentile on a normed measure of cognitive ability,
6. A score at or above the 90th percentile on an existing measure of individual intelligence that has been administered within the past twelve months, and/or
7. Other measures that are documented in the research on identification of intellectually gifted students.

Type Two: Individual Referral Process

This process involves students who are individually referred for gifted eligibility. Any student who does not meet the minimum acceptable criteria (score in the 90th percentile) on the normed group measure of intelligence during the Mass Screening Referral Process and does not qualify for the Emerging Potential for Gifted criteria, can be referred by anyone for the Individual Referral for Screening Process. The individually referred student shall not be excluded from the referral process by his or her performance on the normed group measure of intelligence administered during the Mass Screening Referral Process.

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 above criteria, by a parent, school staff member, 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. The person initiating the referral shall sign the referral form and date it. Once the student is referred, the district personnel shall collect the data required to satisfy the referral criteria. Once a referral form has been initiated, signed, and dated, only the LSC or parents can stop the identification process.

Students participating in the Individual Referral Process shall satisfy three of the following criteria before moving forward to the LSC Review of Referral Data Stage:

1. A score at or above the 90th percentile on a group measure of intelligence that has been administered within the past twelve months,
2. A score at or above the superior range on a normed published characteristics of giftedness checklist,

3. A score at or above the superior range on a normed published measure of creativity,
4. A score at or above the superior range on a normed published measure of leadership,
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 ability,
7. A score at or above the 90th percentile on an existing measure of individual intelligence that has been administered within the past twelve months, and/or
8. Other measures that are documented in the research on identification of intellectually gifted students.

STAGE 2: LSC REVIEW OF REFERRAL DATA

Once the referral data have been collected, the LSC shall review all data and make one of the following recommendations:

1. The student has satisfied minimal criteria on at least three measures and should move forward to the assessment stage, or
2. The student has not satisfied minimal criteria on at least three measures, however, the LSC feels strongly that additional data should be collected and the student reconsidered at that time, or
3. The student has not satisfied minimal criteria on at least three measures and the identification process should stop.

If the minimum criteria *are not met*:

- A letter will be sent home to the parent(s) along with formal documentation of the decision.
- The parent(s) may schedule a conference should they wish to review test results.

If the minimum criteria *are met*:

- District personnel shall obtain written parental consent for testing through the Gifted Pupil Personal Data Sheet (GPPDS), and parents will be informed of the guidelines established in the Family Educational Rights and Privacy Act (FERPA)

Provisions for Emerging Potential for Gifted Populations

Students who score at or above 84th percentile but lower than the 90th percentile on the normed group measure of intelligence may be subjected to an Emerging Potential for Gifted Referral Checklist. If these students meet the criteria on the checklist, they shall move forward in the referral process.

STAGE 3: PARENTAL PERMISSION FOR TESTING

If a student meets the criteria for referral, the Gifted Local Survey Committee will recommend individual assessment to determine eligibility for an “Intellectually Gifted” ruling. Written parental permission for testing must be obtained before any individual testing is initiated and parents will be notified in writing of their rights under FERPA.

STAGE 4: ASSESSMENT

District personnel shall review and compile all data available on the student. This data shall be made available to a licensed examiner who will administer an individual test of intelligence.

In no case will the examiner be related to the student being tested. The examiner shall review all available data on the student to select the most appropriate test of intelligence. Standard operating procedures will be followed during the selection and administration of all assessments as reflected in the examiner's manuals.

A student must score at or above the 91st percentile composite/full scale or the 91st percentile on approved subtests (as per publisher) in order to satisfy eligibility criteria.

If the Reynolds Intellectual Assessment Scales (RIAS) is utilized as the intelligence measure, please note that the RIAS Verbal Intelligence Index (VIX), the RIAS Nonverbal Intelligence Index (NIX), or the RIAS Composite Intelligence Index (CIX) may be used for gifted intelligibility – as per the author of the RIAS regarding these norms.

Identification criteria, as approved by the MDE on the Poplarville School District Gifted Education Program Proposal, must be satisfied for a student to be ruled eligible by the LSC for the intellectually gifted education program.

Emerging Potential for Gifted

Students who have satisfied criteria on the Emerging Potential for Gifted Checklist who did not satisfy minimal acceptable criteria on an individual test of intelligence, but, did score at least at the 84th percentile or have a scale score that falls within the range of the 90 percentile confidence interval of the state minimum scale/percentile score, may be administered one of the following additional measures to determine eligibility:

1. A test of cognitive abilities with a minimal score at the 90th percentile,
2. A group intelligence measure with a minimal score at the 90 percentile, or
3. A district-developed matrix approved by the MDE.

Potentially Twice-Exceptional Students

In compliance with MDE gifted regulations, students who already have an eligibility ruling under IDEA and are being assessed for an intellectually gifted eligibility, will be considered potentially Twice-Exceptional. Students who did not satisfy all of the required minimal acceptable referral criteria, but did meet at least one referral criterion, shall have their results reviewed by the LSC and a licensed examiner. If the student scores at or above the 91st percentile on the individual test of intelligence composite score or approved subtest score or, in the opinion of the reviewing committee, would benefit from participation in the intellectually gifted program, the student may be granted a provisional eligibility for the intellectually gifted program for a period of one year. At the end of that year, the student's teacher of the gifted shall meet with the review committee to discuss the student's performance in the program. If the student has demonstrated success in the program, the LSC shall change the eligibility status from

provisional to regular eligibility. If the student has not been successful in the program, the provisional eligibility shall be revoked.

STAGE 5: ASSESSMENT REPORT

District personnel shall compile an Assessment Report, which contains all the MDE required components:

1. Student's name,
2. Name of at least three measures from Stage 1: Referral that were used to determine the need to administer an individual test of intelligence,
3. Results of each measure,
4. Name of individual who administered or completed each measure and the date administered or completed,
5. Test behaviors for any individually administered test(s),
6. Interpretation of the results of each individually administered test(s),
7. Name of the person who administered the individual test of intelligence and date test was administered,
8. Qualifications of the individual who administered the individual test of intelligence,
9. Results of the individual test of intelligence to include scores on all subtests and, identified strengths and weaknesses,
10. Name of the person responsible for writing the Assessment Report, his/her signature, and position, and
11. Date of the Assessment Report.

STAGE 6: LSC ELIGIBILITY DETERMINATION

Once the Assessment Report is finalized, the LSC shall meet to review all data and determine if eligibility criteria have or have not been satisfied. The LSC shall rule that the student is or is not eligible for the intellectually gifted program.

Parental Notification

Parents of each student tested will be notified in writing about the results of their child's assessment for the intellectually gifted program and their rights under the Family Education Rights and Privacy Act (FERPA). District personnel shall offer to explain any of the results about which the parents have questions.

OUT-OF-STATE GIFTED ELIGIBILITIES

As each state has a unique set of eligibility criteria for placement in a gifted program, a student moving to Mississippi with a gifted eligibility from another state must satisfy Mississippi eligibility criteria before being considered for placement in the gifted program. The eligibility ruling from another state may be used to initiate the referral process in Mississippi.

There is no temporary placement in the gifted program while the student goes through the eligibility process within the district.

PLACEMENT IN THE GIFTED PROGRAM

Once a student is ruled eligible for placement in the gifted program, the parent has the right to agree to placement or withhold placement of the child in the program. Written parental permission must be obtained before the child can be placed in the program.

Participation in the Gifted Education Program is NOT a reward. It is an Entitlement under State Law (Mississippi Gifted Education Act of 1989, Mississippi Code Sections 37-23-171 through 37-23-181).

Once a student is determined eligible for a gifted program in Mississippi, no reevaluation testing is required to remain in the program. Although criteria may vary from district to district, an eligible determination is accepted by all school districts within the State of Mississippi.

INSTRUCTIONAL MANAGEMENT PLAN

The activities in the gifted class develop and enhance the process skills as established in the MDE required outcomes document, the teaching strategies notebook, and required components of the gifted program standards document. The Poplarville School District is committed to providing a differentiated curriculum designed to challenge students and create a learning environment that will allow them to realize their full potential. The purpose of the gifted education program is to provide a variety of enrichment experiences that develop problem solving, creative and critical thinking, decision making, collaborative group problem solving, communication, and research skills. In addition, Poplarville School District is dedicated to developing a child's lifelong love of learning, a positive attitude, a respect for self and others, a real desire for excellence and a sense of responsibility to self, school, community, and society.

A process based Instructional Management Plan (IMP) is the basis for study for students in the gifted program. This plan is flexible in that it recognizes the strengths, needs, and interests of the students and provides challenging learning opportunities reflecting those areas. Students are given an Interest Inventory at the beginning of each year. The gifted education teacher analyzes the results to determine students' perceived areas of strengths, weaknesses, and overall interests. Individualized project-based learning opportunities are provided for the student within the process skills of the Instructional Management Plan.

Included in the IMP is the scope and sequence for the introduction of particular skills as well as the time frame established for student mastery. The IMP is the guide that teachers of the gifted use to develop lesson plans and specific student activities. As gifted students work under specific Instructional Management Plan objectives and time frames, withholding permission to attend gifted classes shall not be used as a disciplinary measure. Failure to complete enrichment class assignments can be used as grounds for dismissal from the program.

HOMEWORK/CLASSWORK

As outlined in MDE Gifted Regulations, gifted students may not be required to make up class work missed when they are scheduled to be in the gifted classroom. Gifted students shall be held accountable for demonstrating mastery of concepts and information on regularly scheduled tests.

ANNUAL REASSESSMENT FOR CONTINUED PLACEMENT

A committee shall meet at least annually to reassess each gifted student's continuation in the gifted program. The committee must include at least the student's teacher of the gifted and a designated administrative representative.

As stated in the MDE Gifted Education Regulations, "since participation in the gifted program is an entitlement under the law, the students should remain in the gifted program as long as they are being successful in the program. Grades and/or success in the regular education program are the responsibility of the regular classroom teachers and should not be considered as a reason for removal from the gifted program" unless specifically requested by the parent.

Documentation of the students' progress is made at the end of each nine-week term. It reflects the unit of study and thinking skills covered for the designated period of time. The evaluation is sent home for the parents to sign and return to the gifted education teacher.

If the committee recommends that a student be removed from the gifted program, the student's parents will be notified and given the opportunity to discuss the decision before the student is removed. Should the parents not agree to the removal of the student, the local school district shall grant the parents a hearing.

HEARING PROCESS

Parents who are not in agreement with the school based committee decision to remove a student from the gifted program will present their concerns, orally or in writing to the principal of the school. The principal and parent will attempt to resolve the matter informally.

If the parents are not satisfied with the action taken by the principal, the parents shall, within five (5) school days after the meeting with the principal, put their concerns in writing and present them to the contact person for gifted programming within the district.

The gifted contact person will schedule a meeting within five (5) school days or a time frame agreed upon by the parents. Parents will be extended an invitation to attend the meeting. The committee will render a written decision based on information shared during the meeting.

REINSTATEMENT PROCEDURES

Students will be considered for reinstatement in the gifted program at the request of the parents and with the recommendation of classroom teachers. Consideration and arrangements for reinstatement in the program will be made through the Local Gifted Survey Committee and documented in the minutes.

Written notification of the student's eligibility for reinstatement will be forwarded to the parents and teachers of the student. Written parental permission must be obtained before the student can be placed in the program.

For additional information or questions about the Poplarville School District Gifted Education Program please contact the Poplarville School District Department of Student Services at 601-795-6153.

LEGAL REFERENCES:

- Mississippi Gifted Education Act of 1989, Mississippi Code Sections 37-23-171 through 37-23-181
- Regulations for Gifted Education Programs in Mississippi (2006)