**Feb 12, 2015**

**NWESD 189—Meeting of Hi-Cap Cooperative**

**Kristina Johnstone**

**CPR Reviews of HIGHLY CAPABLE PROGRAMS**

**PRESENTATION SUMMARY:**

**NEW WEBSITE FOR HIGHLY CAPABLE PROGRAM—OSPI!!! Take a look! Many links and descriptions that will (hopefully) make our jobs easier!**

**INSIGHTS FROM CPR REVIEW**

**OSPI Highly Capable Office:**

5/6 of districts who submitted timely iGrant applications in 2014 have been fully successful. The remaining 1/6 of districts need to make changes to be fully in compliance. No penalties are assessed.

**New iGrants 2015 application**—OSPI is working to reduce paperwork. In Program Evaluation section of iGrant, mention difficulties or barriers.

**CPR Review: Recommendations**

**ID Timeline:** Should have been serving newly ID students from beginning of the year. If you aren’t serving students yet or haven’t completed ID process yet, send note to Kristina about barriers experienced so that OSPI can assist. Next year, ID should go more smoothly, for sure.

ID for the next year should be at the end of prior year, with exception of K kids who must be identified within first 3 months of the year.

ID may be done once a year or on a continual basis. Continual basis is advantageous to identify transfer students and students who “bubble up” at other times. District ID procedures should describe how transfer students are identified.

“Parent permission to Test,” and “Parent Permission to Place” forms need to be submitted to OSPI.

**11.1** **Annual Public Announcement**: Look carefully at required elements (documents of evidence).

**11.2 Assessment Process (Multiple Step Process)**

Provide copy of assessment procedure

* Provide examples of completed nomination form
* It is not OK to view screening as a series of gate-keeping tests. Use multiple measures to screen students OUT of further evaluation
* Be sure to communicate eligibility criteria
* Must use multiple criteria—not just a single test
* Not OK to rank order nominee scores and then and cut at 5% of district population but it OK to state score criteria as 95%
* MSC—only identifies students; it does not recommend services. Admin. Of HCP recommends/selects services.

**11.3 Permission**

Parents must give explicit permission for each step of ID process:

* Letter giving permission to test
* Letter giving permission to place into the program
* Letter approving individual services

When parent signs permission on these various letters, the permission should be restated at the signature line. Example:

*\_\_\_\_ I give permission to the district to evaluate and test my child…..*

Permission for Services form should list /check off services available to specific child from service menu for that grade level and area of talent. ( Refer to Pyramid Model, slide 3 on Dr. Leppein’s PP).

Example*: “These are the services that are appropriate for your child.”*

*\_\_\_*

*\_\_\_*

*\_\_\_*

*\_\_\_\_ I give permission to place my child in the following options*

**[QUESTION: What decisions may parents appeal? May parents appeal any of these permissions (eligibility, placement in program, specific program services) as well as school decision to EXIT?**

**11.4 PROGRAM SERVICE—EDUCATIONAL RECORD**

Districts must record K-12 continuum services experienced by each identified student. The record form should include the following information:

In what area qualified?

What are the services AVAILABLE within the structured options?

What are the services PLACEMENT DECISIONS within the structured options?

Record services received every year after identified

Student Learning Plan—staff should be trained on how to design differentiated curriculum/instruction. Staff should also be trained on how to complete the Learning Plan. Learning Plan should indicate readiness, how any “gaps” will be closed and the nature of the replacement curriculum

**11.5 Program Evaluation**

Provide evidence that you did what you planned to do in your annual plan

What changes did you make to your program based on your planned activities?

Document meetings. Summarize what was discussed as well as results , plans, actions.

**NOTE:** Gail Hanninen will present Self-Study process at Co-Op meeting April 28. If you wish to use her PARENT, STUDENT, TEACHER SURVEYS, they are available on the ESD website. CPR—also provided detailed action plan on how to conduct program evaluation. PRUFROCK offers a book “Gifted Program Evaluation.”

**11.6 FISCAL**

For the current year. Provide backup documentation for expenditures.

NOTE: Services (not students) are under “limits of district resources.” Number of student served are not “limited” by resources. Only services are limited by resources.