

HCPS Gifted Identification Process

Screening Process for Gifted Identification:

The screening process consists of creating a pool of potential K-12 students who may or may not proceed to the referral process. The screening process requires instructional personnel to review, at a minimum, current assessment data on each kindergarten through twelfth-grade student annually. Screening criteria may include any of the following sources.

1. Screening Checklists of Gifted Characteristics – Classroom teachers document students' gifted characteristics and behaviors.
2. Inquiries – The school's Gifted Identification Coordinator (GIC) receives inquiries about gifted services from parent/guardian(s), professional educators, community members, peers, or students. Inquiries must be made by emailing or making a request in writing to the GIC.
3. Nationally Norm-Referenced Test Scores – The school's GIC, gifted resource teacher, school principal, or Educational Specialist for Gifted Education Programs reviews students' ability and/or achievement test scores, with a particular emphasis on scores at the 96th percentile or higher.
4. Records of Identified Transfer Students - The school's registrar and/or school counseling office notifies the school's GIC of students who have been identified for gifted education services in other school divisions.

Referral Process for Gifted Identification:

October 10-28 - Referrals accepted for 3rd, 4th, 5th, 7th, 8th, 9th, and 12th grade students

January 2-20- Referrals accepted for K, 1st, 2nd, 6th, 10th, and 11th grade students

A parent/guardian, professional educator, community member, self, or peer may refer a student. Referrals are accepted in writing by the school's Gifted Identification Coordinator, October 10-28 or January 2-20 for specified grades. Parents/Guardians **must send an email or submit a request in writing** to the school's Gifted Identification Coordinator from October 10-28 or January 2-20 of the appropriate referral window. The school's coordinator will send an *Academic Referral Form* and *Parent/Guardian Questionnaire* home to be completed. The questionnaire is also available through the HCPS website. The website link is: <http://henricoschools.us/pdf/SupportServices/GiftedParentGuardianQuestionnaire.pdf>

Criteria Collected for Gifted Identification:

The following information **must** be gathered and reviewed:

- *Parent/Guardian Questionnaire* and examples
- *Professional Rating Scale of Gifted Characteristics* and examples
- Classroom grades
- Standardized test scores- **One test score will be used as criteria**

The following information **may** be gathered and reviewed:

- Report of student interview/observation

Gifted identification Criteria:

Intellectual Identification

- Four criteria supporting identification in English/language arts and
- Four criteria supporting identification in mathematics

English/Language Arts Identification

- Four criteria to support identification

Mathematics Identification

- Four criteria to support identification

Parental Notification

Parents will receive two letters as follows:

October 31-November 4, 2016 or January 23-27, 2017 Academic Referral Letter

January 2-February 28, 2016 or March 6 – April 21, 2017 Parent/Guardian Identification Team Notification Letter

The Identification/Placement Team will meet and parents will be sent a copy of the Team Summary form, along with appeal information. If parents would like to review the contents of their child's portfolio after they have received the Team Summary forms, they need to contact the school's Gifted Identification Coordinator.

*More Information on the Gifted Identification process
can be found on the HCPS website:
henricoschools.us/gifted/*