

Henrico County Public Schools

Gifted Identification Process

Frequently Asked Questions

What is the Gifted Identification/Placement Process?

Gifted identification is a multistep process used to identify K-12 students from various backgrounds who are eligible for service options through HCPS Programs for the Gifted. Only students who are registered, enrolled, and attending a Henrico County Public School (HCPS) are eligible to be screened and/or referred. The gifted identification process begins with screening, accepting referrals, and gathering information. The school level Gifted Identification Placement Team meets to evaluate multiple criteria once it has been gathered and to make a recommendation. The gifted education specialist reviews the team decision to ensure that the process has been followed with fidelity. Parents/guardians are notified of the decision. Once a signed *Program Permission Form* from the parent/guardian has been received the student will begin to receive gifted services. The process may take up to **60 instructional days** to complete.

What if a student is currently enrolled in a private school or home school program?

Students must be registered, enrolled, and attending a HCPS program in order to be screened and referred for the gifted identification/placement process during the appropriate timeline.

In what categories may a student be screened and referred for academic gifted services?

- General Intellectual Aptitude which includes both English/language arts and mathematics (K – Grade 12)
- Specific Academic Aptitude-English/language arts (K – Grade 12)
- Specific Academic Aptitude-Mathematics (K – Grade 12)

How is the screening process different from the referral process?

Screening is the process of reviewing existing, generally available, or specifically designated data for all students. The **referral** process is the direct procedure that enters a student into the formal identification process. **All** students are looked at during the screening process. Only students formally referred will continue through the identification process.

How does a student become referred and initiate the formal identification process?

The referral window for grades 3, 4, 5, 7 & 8 is in October. The referral window for grades K, 1, 2, & 6 is in January. High school referrals may be made throughout the school year. A parent/guardian, professional educator, community member, self, or peer may refer a student. Referrals are accepted **in writing only** and should be sent to the school's Gifted Identification Coordinator (for elementary), Gifted Resource Teacher (for middle) or the Secondary Gifted Coordinator (for high school) during the appropriate referral window for the student's grade level. Specific dates as well as contact information may be found at henricoschools.us/gifted. Requests for referrals are not accepted outside of the designated window. Note: specific dates vary slightly from year to year.

What student information is collected/reviewed during the identification/placement process?

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

- *Parent/Guardian Questionnaire*
- Classroom Performance (*Professional Rating Scale of Gifted Characteristics* with examples of student classwork)
- Grades
- Standardized test scores

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

- Report of student interview/observation

How is the information evaluated to determine if a student is identified for gifted services?

The following multiple criteria as noted above must be met:

General Intellectual Aptitude

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

English/Language Arts Identification

- 4 criteria supporting identification in English/language arts

Mathematics Identification

- 4 criteria supporting identification in mathematics

What standardized test scores are used?

HCPS administers the Cognitive Abilities Test (CogAT) and Measures of Academic Progress (NWEA/MAP) tests. The CogAT is an aptitude test designed to measure a student's potential for success in a certain area (vocabulary, number sense, and reasoning). The NWEA/MAPs tests is an achievement test that measures what a student already knows about a specific subject. **Note: HCPS found a strong correlation between the fall administration of the MAP reported percentiles and the fall administration of the Iowa Achievement Test and the Stanford Achievement Test. Therefore, only the most current fall MAP scores will be used for the process.*

What other tests may be used for the identification process?

For parents seeking testing outside of HCPS, the following individual intelligence assessments administered by a state licensed psychologist will be accepted: WISC-V Wechsler Intelligence Scale for Children, Stanford-Binet Intelligence Test, Woodcock Johnson Ability Test, and *Cognitive Abilities Test. The report must be on letterhead stationery, signed by the psychologist and accompanied by a copy of the psychologist's license. The results must be reported as standard age or grade national percentile scores. Nationally normed ability and/or achievement test scores are accepted from other school divisions if the scores are within a two-year window from the date the test was administered.

What happens after the information is gathered on a student's ability and performance?

The identification placement team consisting of the Gifted Education Coordinator, the Gifted Resource Teacher, the Guidance Counselor and when possible the school administrator and/or classroom teacher will meet to evaluate the information in the student's portfolio. The team will make a recommendation which is sent to the Specialist for Gifted Education for review. The review will ensure compliance with HCPS identification procedures which are in compliance with the Virginia State Department of Education regulations guiding Education Services for Gifted Students. A copy of the Team Summary form is sent to the parents/guardians.

What kinds of recommendations can the Identification/Placement Team make?

The types of recommendations that may be made include one of the following:

- Identified for gifted services in General Intellectual Aptitude
- Identified for gifted services in English/Language Arts Aptitude
- Identified for gifted services in Mathematics Aptitude
- Not identified for gifted services at this time
- Designated as monitor status

A gifted identification is effective from the date of identification until the student graduates or leaves HCPS.

When can a parent/guardian review the student portfolio?

Parents who have further questions or who wish to review the information in the student portfolio may request a meeting with the school's Gifted Identification Coordinator after receiving the Team Summary Form which contains the results of the Gifted Identification Team meeting. Items in the portfolio including checklists or reports may be discussed but will not be copied.

What services are available if a student is found eligible?

Please refer to the Pathways of Gifted Services document located at henricoschools.us/gifted

What happens if a child is found not eligible for services at this time?

A copy of the appeal process is sent home along with a copy of the Team Summary form. All decisions by the Division Level Appeals Committee are final. If a student has been through the identification process and found not eligible for services at this time, he/she may be referred during the next school year. A student may be referred once each school year.

Please contact your home school's Gifted Identification Coordinator, Gifted Resource Teacher or the Gifted Education Programs Office at 804.652.3765 if you have further questions.