# Talented and Gifted Program

## Talented and Gifted Identification and Placement

### Referring Factors

<table>
<thead>
<tr>
<th>Referring Factor</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Parent Notification</strong></td>
<td>Parent permission is sent out for all 3rd and 6th grade students to screen for intellectual ability.</td>
</tr>
<tr>
<td><strong>Cognitive Abilities Test (CogAT)</strong> administered</td>
<td>Notifications and next steps are sent home with all students who participated in the screening. <em>Proceed to the next step if the student scored at or above the 95th percentile.</em></td>
</tr>
</tbody>
</table>

#### A TAG file is opened

More evidence is collected: Teacher Referral Form, Teacher Observation Form and student work samples are requested.

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<td><strong>Student found eligible</strong></td>
<td>Parents are notified of eligibility, rights and planning process. Permission for TAG placement form is sent home with the student.</td>
</tr>
<tr>
<td><strong>Parent or guardian accepts services</strong></td>
<td>Parent or guardian accepts services, signs and returns Permission for TAG Placement form.</td>
</tr>
<tr>
<td><strong>Personal Instructional Plan (PIP)</strong></td>
<td>Teachers communicate with parents to develop a plan within 30 days of eligibility confirmation (Permission for TAG Placement form received). The PIP is printed and signed by the student’s teacher, student and parent then placed in the Student’s TAG file.</td>
</tr>
</tbody>
</table>

#### Plan is implemented

**Annual Review**

Parents are notified annually of their rights, continued eligibility and planning process. The teacher reviews the students PIP and updates as necessary. Updated copies are printed and placed in the student’s file.

**Special Education Referral**

For students, parents are notified of the possibility of receiving special education services. The special education team will meet with parents/guardians to discuss the possibility of a referral.

### Student found not eligible

**Student file is placed in Watch File**

**Parent Notification**

For intellectual potential only. Parents will be notified that after further review, though their child placed in the 95th percentile or above, is not eligible for TAG services. Parents will be provided with a copy of their rights and the district placement process.

**Approach**

- Teachers observe students and identify areas of growth.
- Students are nominated for TAG by teachers, parents, or students themselves.
- Parents are notified of the nomination and given the opportunity to follow through with the nomination.
- Teacher Referral Form is filled out and sent to the school district for review.

**Process**

1. **Nomination**
   - Students are nominated by teachers, parents, or students.
   - Parents are notified of the nomination and given the opportunity to follow through with the nomination.
2. **Teacher Referral Form**
   - Teachers fill out a Teacher Referral Form.
   - The form is sent to the school district for review.
3. **CogAT Test**
   - The CogAT test is administered to the student.
4. **Evaluation**
   - The evaluation is conducted by a team of educators.
5. **Placement Decision**
   - The student is placed in the TAG program if they meet the eligibility criteria.
6. **Parent Notification**
   - Parents are notified of their child’s placement in the TAG program.

**Assessment Tools**

- CogAT (Cognitive Abilities Test)
- Teacher Referral Form

**Eligibility Criteria**

- A score above the 95th percentile in reading or math.
- Evidence of intellectual or academic potential is collected and noted.

**Steps for Nomination**

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