

Nomination / Referral	The referral process for services provided as part of the gifted and talented (G/T) program is ongoing, and screening of students occurs in specific screening windows throughout the school year for students new to the District, G/T transfer students, and for returning District students. Referrals may come from teachers, counselors, parents, or other interested persons.
Identification Criteria	Criteria to identify gifted and talented students shall be established in the Board-approved program for the gifted and talented. The criteria shall be specific to the state definition of gifted and talented and shall ensure the fair assessment of students with special needs, such as the culturally different, the economically disadvantaged, and students with disabilities.
Parental Consent	Written parental consent shall be obtained before any special testing or individual assessment is conducted as part of the screening and identification process. All student information collected during the screening and identification process shall be an educational record, subject to the protections set out in policies at FL.
Selection	A selection committee shall assess each referred student according to the established criteria and shall identify those students for whom gifted program placement is the most appropriate educational setting. The campus-level committee shall be composed of at least three professional educators who have received training in the nature and needs of gifted students and shall be established at each campus for students in kindergarten–grade 12.
Assessments	Data collected through both quantitative and qualitative assessments shall be measured against the criteria approved by the Board to determine individual eligibility for the program. Both quantitative and qualitative measures shall be considered. Assessment tools may include but not be limited to the following: <ol style="list-style-type: none">1. Achievement tests;2. Ability/intelligence tests;3. Behavioral checklists completed by teachers and parent;4. Classroom observations;5. Student work products, if available; and6. Assessments of creative thinking/leadership potential.
Notification	Parents and the student shall be notified in writing upon identification of the student for the gifted program. Participation in any program or services provided for gifted students is voluntary. The District shall obtain written permission of the parents or guardian before a student is placed in a gifted program.

Reassessments	The District may reassess students to determine appropriate program placement when a student moves from the elementary level to the middle school/junior high level or at any time deemed appropriate by the campus selection committee.
Transfer Students	When a student identified as gifted by a previous school district transfers into the District, the student will be screened to determine if placement in the District's program for gifted and talented students is appropriate.
Interdistrict	The committee shall make its determination within 30 school days of receipt of documentation of previous G/T identification and a request for screening on enrollment in the District and shall base its decision on the transferred records and/or newly collected testing/screening data.
Intradistrict	Identified G/T students transferring from one District campus to another District campus of the same level shall continue to be eligible for G/T services.
Furlough	Identified G/T students who are unable to maintain satisfactory performance within the structure of the gifted and talented program may be placed on furlough (temporary exit) by the selection committee. A furlough also may be granted by the campus selection committee at the request of the student and/or parent for academic reasons, health reasons, or scheduling conflicts. A student may be furloughed for a specific period of time deemed appropriate by the selection committee. At the end of the furlough, the student's progress shall be reassessed, and the student may reenter the gifted program, be removed from the program, or be placed on another furlough.
Exit Provisions	Student performance in the program shall be monitored. A student shall be removed from the program at any time the selection committee determines it is in the student's best interest. If a student or parent requests an exit from the program, the selection committee shall meet to consider the request.
Appeals	Parents or students may appeal a campus decision regarding selection for or removal from the gifted program as outlined in the Administrative Regulation Manual at EHBB.
Program Evaluation	Provisions to improve services to G/T students are included in the District and campus improvement plans. The gifted program shall be evaluated annually, and evaluation information shall be used to modify District and campus improvement plans.

**Community
Awareness**

The District shall ensure that information about the District's gifted and talented program is available to parents and community members and that they have an opportunity to develop an understanding of and support for the program.