**Elementary**

**K-2 Pool Referral**

**ELEMENTARY DIFFERENTIATION SPECIALIST**

collects classroom observations from EMERGE Program in K-2.

All students are screened in grade 2 with the group CogAT Screening Test. Observations & screening data are then reviewed. The pool of potential candidates are then given the full CogAT test & referred following the regular teacher referral process.

**K-12**

**Teacher Referral**

**TEACHER** completes Referral Form & Student Behavior Scale, collects work samples, & submits current grades.

**PARENT** signs Permission for Assessment & completes Parent Input Form.

**DIFFERENTIATION SPECIALIST**

makes classroom observations & gathers SOL scores, if any.

The **SCHOOL PSYCHOLOGIST** conducts individual testing as needed.

**K-12**

**Parent Referral**

**PARENT** completes Referral Form, signs Permission for Assessment, & completes Parent Input Form.

**TEACHER** completes Student Behavior Scale, collects work samples, & submits current grades.

**DIFFERENTIATION SPECIALIST**

makes classroom observations & gathers SOL scores, if any.

The **SCHOOL PSYCHOLOGIST** conducts individual testing.

**K-12**

**Transfer Referral**

**DIFFERENTIATION SPECIALIST**

gathers test data from records or contacts former school district & completes referral form.

**SCHOOL PSYCHOLOGIST**

reviews test data for compatibility with our requirements.

If ineligible, a letter is sent to parents. Student may still be referred to go through the SCS process.

The **ELIGIBILITY COMMITTEE**, comprised of the **SCHOOL PRINCIPAL, SCHOOL PSYCHOLOGIST, DIFFERENTIATION SPECIALIST, & CLASSROOM TEACHER**, meets to determine eligibility based on the guidelines spelled out in the Staunton City Schools Gifted Plan 2012-2017. Parents may appeal the decision within 15 days. The student may also be referred again the following school year.