

Gifted Program

DEFINITION: *Intellectually gifted children and youth are those who perform at or have demonstrated the potential to perform at high levels in academic or creative fields when compared with others of their age, experience, or environment. These children and youth require services not ordinarily provided by the regular school program. Children and youth possessing these abilities can be found in all populations, across all economic strata, and in all areas of human endeavor. Gifted students may be found within any race, ethnicity, gender, economic class, or nationality. In addition, some students with disabilities may be gifted. The Montgomery Public School System shall prohibit discrimination against any student on the above basis with respect to this/her participation in the gifted program.*

The Alabama Administrative Code requires that LEA's must utilize a variety of service delivery options that may include but are not limited to resource room pull-out, consultation, mentorships, advanced classes and independent study. Gifted students' need for complexity and accelerated pacing must be accommodated in the general education program. Accommodations may include strategies such as flexible skills grouping, cluster grouping with differentiation, curriculum compacting, subject and grade acceleration, dual enrollment, and advanced classes. Montgomery Public Schools has established a procedure for considering requests for subject or grade acceleration.

SERVICE DELIVERY: Montgomery County has selected the following service delivery options:

Elementary grades K-2	Consultation -the gifted specialist consults with general education teachers to address the needs of gifted students in the general education classroom.
Elementary grades 3-5	Resource room pull-out
Middle School grades 6-8	Advanced / honors classes
High School grades 9-12	Advanced / honors classes
Magnet School K-12	Enrichment and/or acceleration through the magnet program.

REFERRAL PROCESS: Teachers, counselors, administrators, parents or guardians, peers, the student him or herself, or any observed as potential gifted referrals using a gifted behavior checklist. For each student referred, information is gathered in the following three areas:

Aptitude -- Assessed through an individual or group test of intelligence or creativity.

Characteristics -- A behavior rating scale designed to assess gifted behaviors is completed by the gifted referral screening team.

Performance -- At least three indicators of performance at a gifted level such as achievement test scores, grades, products, work samples, and or portfolios.

- Tests and evaluative materials selected should be sensitive to culture, economics, and linguistic differences and must be administered by qualified personnel under the supervision of an LEA.
- For students who exhibit creative thinking ability the *Torrance Test of Creative Thinking* must be administered unless the student has been determined eligible with a verbal or non-verbal assessment.
- The scores from the assessment/items used are entered on a matrix where points are assigned according to established criteria. The total number of points earned determine if the student qualifies for gifted services.
- To initiate a referral for gifted services contact the Gifted Specialist at the school. For more information about the gifted program contact the Special Education Department at (334) 269-3808.

ACCELERATION:

Accommodations for acceleration are available to students who perform above grade level in grades K-12. All requests for acceleration must be made to the gifted coordinator. Requests for acceleration follow the process in the Montgomery Public Schools Procedure guidelines.

Grievance on Gifted Program and Practices

Grievance procedures have been established to settle equitably at the lowest possible administrative level, differences and issues relating to the gifted program. Grievances related to the gifted program should first be discussed with the gifted coordinator with the objective of resolving the matter informally. The aggrieved person and the gifted coordinator shall discuss the grievance with a view toward arriving at a mutually satisfactory resolution. The formal grievance procedure is as follows:

LEVEL I

1. The grievant must provide the following information to the school principal on the Grievance Complaint Form for the Gifted Program: (1) the name and address of the person making the complaint, (2) the name of the school district employee or other individual whose decision or action is at issue, (3) a description of the alleged violation, including dates and times of incidents and (4) each specific resolution desired. The Grievance Complaint Form can be found on this website.
2. In the event the complaint is regarding the school principal, the grievant must provide the following information to the ED (1) the name and address of the person making the complaint, (2) the name of the school district employee or other individual whose decision or action is at issue, (3) a description of the alleged violation, including dates and times of incidents and (4) each specific resolution desired. The ED shall follow the grievance procedures set forth below in lieu of the principal.
3. The Complaint Form shall be personally delivered to the principal. Any additional documentation the grievant wishes to be considered in the investigation should be attached to the Complaint Form.
4. The principal shall schedule a meeting with the grievant within five (5) school days after the written complaint has been submitted to the principal.
5. The principal shall conduct any investigation of the facts necessary before rendering a decision. These procedures contemplate informal but thorough investigations, affording all interested persons, if any, an opportunity to submit evidence and witnesses relevant to the complaint.
6. The principal shall provide a written response to the complaint, unless good cause for the delay is shown, within ten (10) school days of the meeting with the grievant. The response will include the principal's decision regarding resolution of the grievance and the basis for the decision. The response need not disclose all information received during the investigation to protect the individuals who in good faith participated in the investigation. The response shall not disclose confidential information regarding other students or employees.

LEVEL II

7. If the grievant is dissatisfied with the principal's decision, the grievant may appeal the decision to the ED. The appeal must be made in writing, personally delivered or mailed to the ED within five (5) school days of the grievant receiving the principal's decision. If the grievance was regarding the school principal and originally made with the ED, proceed directly to Step 10 of the procedures.

8. The ED shall review the written documents and may schedule and hold a conference with the grievant, principal or other individuals the ED determines appropriate.
9. The ED shall issue to the grievant, within a reasonable time after the grievant submits the appeal, a written determination as to the appeal and its resolution. The written determination need not disclose all information received during the appeal to protect the individuals who in good faith participated in the appeal process. The written determination shall not disclose confidential information regarding other students or employees.
10. If the grievant is dissatisfied with the ED decision, the grievant may appeal the decision to the CAO. The appeal to the CAO must be made in writing, personally delivered or mailed to the CAO within five (5) school days of the grievant receiving the ED's decision.

LEVEL III

11. The CAO shall review the written documents and may schedule and hold a conference with the grievant, principal or other individuals the Superintendent determines to be appropriate.
12. The CAO shall issue to the grievant, within a reasonable time after the grievant submits the appeal, a written determination as to the appeal and its resolution. The written determination need not disclose all information received during the appeal to protect the individuals who in good faith participated in the appeal process. The written determination shall not disclose confidential information regarding other students or employees.
13. In the event a person files a complaint under multiple areas or otherwise has several avenues available under the Board of Education policies and procedures, those policies and procedures may be consolidated in order to achieve a prompt and equitable resolution of the complaints, when doing so will not deprive the grievant of any rights granted under any of the separate policies and procedures. However, under no circumstances shall the filing of a grievance complaint stay or otherwise delay other administrative procedures.
14. Individuals shall not be subjected to retaliation because they filed a grievance, appeal or participated in an investigation pursuant to the grievance procedures.

In the event the aggrieved person is not satisfied with the disposition of the grievance by the school district, he or she should follow the procedures listed in the *STATE COMPLIANT AND MEDIATION PROCESSES FOR MATTERS PERTAINING TO GIFTED STUDENTS*. This information is available for download from the Alabama State Department of Education and may be obtained by calling (334) 242-8144.