

**CRANFORD PUBLIC SCHOOLS
CRANFORD, NEW JERSEY**

ADMINISTRATIVE REGULATION

(GIFTED/TALENTED) PATHWAYS TO EXCELLENCE PLUS ADMISSION CRITERIA GRADES K-12

Consistent with the Cranford Board of Education policy on gifted and talented, the following criteria have been developed to assist in the identification and admission of students with outstanding intellectual abilities or academic aptitudes.

Kindergarten - Grade 2:

- Annually, all kindergarten through grade 2 classroom teachers will complete a teacher nomination form listing potentially gifted students in their respective classes.
- All kindergarten through grade 2 teachers will also complete a Gifted Rating Scales (GRS) checklist for each nominated student.
- Parents of all nominated students who receive a composite (average) score of 90% or better on the Gifted Rating Scales checklist will receive formal notification of their identification for gifted education.

Based on this identification, students will receive an infused program adapted to his/her specific needs by the classroom teacher. These adaptations may include, but are not limited to:

- Adjustments to the grade-level curriculum relative to content, process and/or product, as meets each student's identified needs
- Placement in accelerated reading and math cluster groups within the regular class
- Independent research and enrichment projects
- Access to learning centers featuring challenging activities above the student's present grade level

All students identified as exceptionally able will be re-screened at the end of grade 2 in order to qualify for participation in the Pathways to Excellence Plus program in grades 3-8.

Grades 2 - 8

The screening and selection of students for participation in Cranford's Pathways to Excellence Plus (P2E Plus) program will be performed annually on an ongoing basis according to the following guidelines:

- Students who consistently high demonstrate high aptitude and superior performance in both literacy and mathematics can be recommended by classroom teachers. Teacher recommendations will be accompanied by a portfolio documenting a student's exceptional performance. This portfolio will contain, at a minimum:
 - a teacher narrative describing the student's performance and ability
 - a prompted writing sample
 - a Gifted Ratings Scale
 - a Parent Input form
 - a math assessment.
 All elements of this portfolio will be evaluated using a rubric and the top performers will further assessed using the WISC V or a similar instrument (e.g. Stanford Binet). All portfolio elements will be evaluated and scored using rubrics in order to determine eligibility for participation.

Grades 9-12:

Gifted and talented students in grades 9-12 may enroll in a variety of enriched, advanced, honors and advanced placement courses in the following disciplines: applied technology, business management and information systems, family and consumer sciences, fine arts, language arts, mathematics, computer science, music (vocal and instrumental), physical education and health education, science, social studies and world language. Specific prerequisites for each course are provided in the Cranford High School Program of Studies, which is reviewed and approved annually by the Board. Additionally, the High School University of Cranford provides selected students with a unique four-year high school experience that includes specialized study. Admission and continuation in the university program rely on the following criteria: expressed interest and commitment to the four-year program; achievement and maintenance of a "B" or better average from the seventh grade through the student's completion of the university program; student questionnaire; student essay; parental endorsement; personal and academic references; and an interview. Students interested in the performing arts have an opportunity to apply for the Academy of Performing Arts, which allows students in grades 10-12 to concentrate on theater, dance, music or technical theater. Students must achieve and maintain an academic record of "B" or higher at the high school level and the application process includes an audition, parental endorsement; personal and academic references and an interview.

APPEALS PROCEDURES

Appeal Process for P2E Plus, Grades K-8

1. Parents/guardians of a student who is found ineligible for the P2E Plus program may appeal for additional consideration by writing a letter to the child's principal. This letter should state any extenuating circumstance that merits further consideration, such as a portfolio of work samples that demonstrate superior achievement in a given area. The district will not consider results of outside psychological testing in an appeal.
2. Upon receipt of a letter of appeal, the principal shall forward the letter to the Assistant Superintendent for Curriculum and Instruction.
3. Upon receipt of a letter of appeal, the Assistant Superintendent for Curriculum and Instruction shall convene a meeting of the appeal committee at the earliest convenient date.
4. The appeal committee shall consist of two standing members and a third rotating member. The Assistant Superintendent for Curriculum and Instruction, who chairs the appeal committee, and the Facilitator of the Pathways to Excellence Program shall serve as standing members. A principal other than the student's principal shall serve as the third member.
5. The appeal committee shall perform the following tasks in its deliberation:
 - a. Render due consideration to extenuating circumstances relevant to a student's eligibility for gifted education services as presented by the student's parent(s)/guardian(s);
 - b. Consult the student's teachers and school principal regarding extenuating circumstances relevant to eligibility for gifted education services;
 - c. Uphold the initial determination of ineligibility or recommend enrollment in the P2E Plus Program on a case-by-case basis; and
 - d. Communicate in writing its decision to the student's parent(s)/guardian(s) within seven calendar days of the committee meeting.

Appeal Process for the High School University of Cranford and the Performing Arts Academy

1. Parents/guardians of a student who is found ineligible for the High School University of Cranford or the Performing Arts Academy programs may appeal for additional consideration by writing a letter to the high school principal no more than two weeks after notification of non-acceptance into the program. This letter should state any extenuating circumstance that merits further consideration, such as a portfolio of work samples that demonstrate superior achievement in a given area. The district will not consider results of outside psychological testing in an appeal.
2. Upon receipt of a letter of appeal, the principal shall convene a meeting of the appeal committee at the earliest convenient date.
3. The appeal committee shall consist of two standing members and a third rotating member. The principal, who chairs the appeal committee and the supervisor of academic affairs, shall serve as standing members of the High School University of Cranford committee. The principal, who chairs the appeal committee and the supervisor of music, shall serve as standing members of the Performing Arts Academy committee. A third principal member for each committee will be selected by the high school principal.
4. The appeal committee shall perform the following tasks in its deliberation:
 - a. Render due consideration to extenuating circumstances relevant to a student's eligibility for gifted education services as presented by the student;
 - b. Consult the student's teachers regarding extenuating circumstances relevant to eligibility for gifted education services;
 - c. Uphold the initial determination of ineligibility or recommend enrollment in the program on a case-by-case basis; and
 - d. Communicate in writing its decision to the student's parent(s)/guardian(s) within seven calendar days of the committee meeting.

This Regulation placed in effect June 1987
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