

FERNDALE SCHOOL DISTRICT NO. 502  
ADMINISTRATIVE PROCEDURES

No. 2166 P-2

MIDDLE SCHOOL  
AIMING HIGH STUDENT PROGRAM

I. NOMINATION

A student may be nominated to participate in the Aiming High Program, Ferndale's program for highly capable students, from any source including teachers, other staff, parents, students, and/or members of the community.

A. School Source

1. Each spring principals and/or teachers are to complete the Staff Nomination Form (Attachment 1) for each new nominee. Submit humanities nomination forms to the Instructional Services Office/advanced math and science forms to the seventh grade counselor at the middle school.
2. In the fall, principals and/or teachers may nominate new students to the district and submit a completed nomination form to the seventh grade counselor at the middle school.

B. Non-School Source

1. A parent or non-school person desiring to make a nomination should contact the student's building principal, or designee; obtain a nomination form (Attachment 2); and
2. Submit the completed form to the Instructional Services Office.

II. SCREENING

- A. Ferndale School District screens all students nominated for consideration of participating in the highly capable program. A standardized cognitive ability test is administered to all nominees to determine a state mandated score of ninety (90) or above.
- B. If it is evident the student does not meet the designated state criteria, the parents will be notified and the student will not be tested further.
- C. If there is clear, current evidence that the student may qualify, the student will be approved for further assessment.

The school and parents will be notified that the nominee has been approved for assessment and why.

III. ASSESSMENT

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- A. Assessment data will be compiled for current Aiming High students in the pull-out or everyday class, as well as nominated students. The assessment shall, at minimum, include the following:
1. Otis Lennon School Abilities Test;
  2. In-depth evaluation by sixth grade teacher;
  3. If in pull-out program, an in-depth evaluation by Aiming High teacher;
  4. Test of Creative Potential; and
  5. A Standardized Achievement Test (grade 6).
- B. Where specific test results obtained in an assessment do not appear to the qualified district personnel to accurately reflect a student's cognitive ability or specific academic achievement due to such reasons as test measurement error or environmental, cultural, or economic factors, the qualified district personnel shall apply professional judgment to a determination of cognitive ability or academic achievement.

IV. SELECTION

- A. A multidisciplinary selection team will review the data that has been collected for each of the nominated students. This committee will include the following:
1. The executive director for instructional services, or designee;
  2. The person who conducted the assessment;
  3. A member of the instructional services staff with training and/or experience in teaching highly capable students;
  4. The middle school counselor; and
  5. Such additional professionals, if any, that are considered necessary and appropriate.
- B. The multidisciplinary selection committee shall first determine if the assessment results provide evidence that the student demonstrates one or more of the state and district required characteristics. The committee will select those students who will participate in the program in rank order according to the results of assessment data.

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- C. If it is evident that the student does not meet one or more of the designated state criteria:
1. The parents will be notified and offered the opportunity to meet with a member of the multidisciplinary screening committee to review the assessment results and the committee's decision;
  2. The principal of the school the student attends will be notified; and
  3. A copy of the information will be kept on file in the Instructional Services Office.
- D. If it is evident that a student does meet the state's and district's criteria for eligibility for the program for highly capable students, the student will be accepted into the program. This program acceptance decision will be based upon the following criteria:
1. The desire of the student to participate; and
  2. The ability of the student to:
    - a. Excel academically, intellectually, and creatively;
    - b. Benefit educationally from differentiated learning experiences;
    - c. Commit an appropriate amount of time to highly capable programs;
    - d. Accept guidance and criticism; and,
    - e. Perform independently.

E. Humanities

This component of the Aiming High program allows students to meet every day as part of an Integrated Studies block. The three subjects included in the block are social studies, language arts, and reading. The block seeks to integrate the three subjects, extend the seventh grade curriculum, and differentiate it for the gifted learner. As the class is academically aggressive, standards are high.

Identification for this program is based on the sixth grade total reading or language ITBS scores, *Otis Lennon Test of Cognitive Abilities*, the *Test of Creative Potential*, and an in-depth teacher recommendation.

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<b><u>Identification Matrix</u></b> <b><u>for Aiming High Humanities</u></b>					
<b><u>Measures</u></b>	<b><u>Weighted Scores</u></b>				
	<b><u>5</u></b>	<b><u>4</u></b>	<b><u>3</u></b>	<b><u>2</u></b>	<b><u>1</u></b>
Otis Lennon School Abilities Test	98-99	96-97	93-95	91-92	90
Test of Creative Potential	98-99	96-97	94-95	91-93	90
ITBS Achievement Test (National Percentile) Total reading or total language	99	98	97	96	95
Teacher Recommendation	5	4	3	2	1

F. Science

Students are chosen based on the following:

1. Sixth grade teacher recommendation;
2. Good study habits;
3. High interest in science;
4. Ability to ask for help when needed;
5. Ability to work cooperatively in group activities; and/or
6. Scores above 90% in ITBS achievement tests.

Since this is a year-long class, selected and identified students ~~must~~ may forfeit one of their three semester electives or elect to reduce participation in physical education from two semesters to one semester only.

G. Math

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Students are selected according to:

1. Sixth grade teacher recommendation;
2. Good study habits;
3. Motivation towards challenges in problem solving;
4. A score above 90% on the ITBS Test: recommended overall math, and/or

H. If a student is not accepted into the program for highly capable students, the parents will be notified by the program staff. They will be offered the opportunity to meet with a member of the multidisciplinary screening committee to review the assessment results and the committee's decision as well as the reasons for that decision.

I. Following selection, the middle school counseling staff will:

1. Notify parents of students who have been selected at the earliest possible date and
2. Schedule students into appropriate classes.

V. REMOVAL FROM PROGRAM

A. Parents may request that their child be withdrawn from the program at any time. That request should be submitted in writing to the student's counselor. A conference to discuss any problems the student may be having will be requested at this time.

B. The staff may, at any time, request a review of a student's placement in the program for highly capable students.

C. A review may be requested when concerns regarding student progress are raised (e.g., falling behind in course work). Students may be exited from the program only after a thorough review of the recommendation is considered by the Aiming High classroom teacher, counselor, parent, and student.

Implemented	03-09-98
Revised	03-17-99
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