

**HIGHLY CAPABLE
PROGRAM INFORMATION:**
The Referral Process

WHAT IS 'HIGHLY CAPABLE'?

The term “highly capable” or “gifted” is used to identify students who perform, or show potential for performing, at significantly advanced academic levels when compared with others of their same age, experiences and environments.



WHAT IS A HICAP REFERRAL?

All students who wish to be considered for the Highly Capable program must have a completed referral form submitted before the referral window closes. (This is typically the second Thursday of December. Check the website for exact dates.) The referral form is available online at:

www.sumnersd.org/highlycapable. Paper referral forms are located at the district's central office at 1202 Wood Avenue in Sumner.

Forms include:

- ◆ Inventory for Identifying Potential (filled out by referring person)
- ◆ Permission slip for testing (must be signed by a parent)

WHO CAN REFER A STUDENT?

Students can be referred by any staff member, a parent/guardian, or a community member. If you know a student who might be Highly Capable, refer them during the open referral window at:

www.sumnersd.org/highlycapable.

*The referral window is typically open for one month from the middle of November to the middle of December.

Please check the website for exact dates.



WHAT HAPPENS NEXT?

Once a referral has been submitted, the Highly Capable department will place the student on the list for testing. Families will be notified of the exact testing date prior to Winter Break. All testing takes place at the child's school during the regular school day.

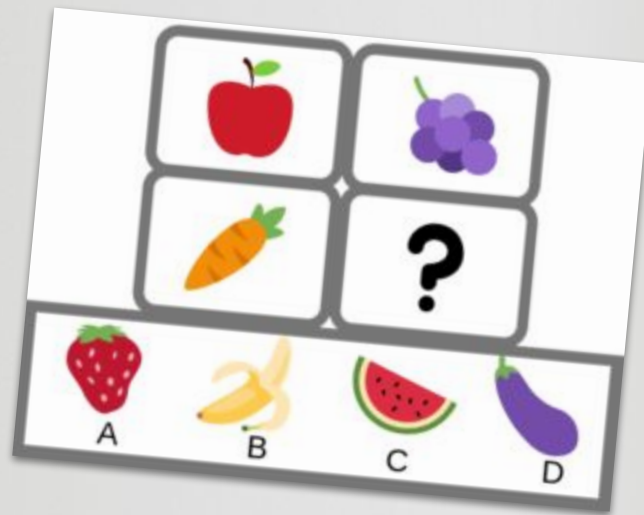
**Parent permission is required for the Highly Capable Department to test any referred student.*



HOW DOES TESTING WORK?

STEP 1: CogAT

In January, referred students will take the CogAT 7 at their school during the regular school day. This cognitive abilities test typically takes between 1.5 - 2 hours and is administered online to all referred students. Students with qualifying scores in one or more sections of the CogAT test will continue to step 2.



HOW DOES TESTING WORK?

STEP 2: MAP

Qualifying students will participate in the Measure of Academic Progress (MAP) Testing at the end of January/beginning of February. These students complete both the Reading MAP and the Math MAP tests. This testing will also take place in the student's school during the regular school day.



WHAT HAPPENS AFTER TESTING?

Once all testing is complete, the Multi-Disciplinary Selection Committee reviews all data to identify students who show a need for Highly Capable services. Data from multiple tests are reviewed and considered for qualification. This committee looks for a combination of cognitive ability and academic ability. In addition to CogAT and MAP test results, the committee may also consider additional factors such as:

- ◆ AimsWeb Testing
- ◆ Inventory for Finding Potential (Renzulli)
- ◆ State Assessment Data (Smarter Balanced Assessment & End of Course exams)

ADDITIONAL INFORMATION

Letters will be mailed to the families of referred students informing them of the Committee's decision no later than March.

Students who qualify for Highly Capable will begin receiving services in the fall of the upcoming school year.

A Highly Capable Universal Screener will be administered to all students in second grade. Unless a student was unable to participate in this screener due to illness or absence, second grade students do not need to be referred in order to be considered for services.



FOR MORE INFORMATION

Contact:

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To refer a student: Visit our website at:

www.sumnersd.org/highlycapable