



TEST PERMISSION SLIP

Your child has been identified as a potential candidate for our Highly Capable Program for academically gifted students. In order to document your approval for further testing, please complete the form and return it to:

Bremerton School District
Highly Capable Program
134 Marion Avenue N
Bremerton, WA 98312
360.473.1006

Student Name: _____ School: _____
Please Print

Date of Birth: _____ Grade at this time: _____

Parent Name: _____

Parent Email Address: _____

Home Phone: _____ Work/Cell Phone: _____

Address: _____

City/State/Zip: _____

Signature of Parent completing this form: _____ Date: _____

- Parent Referral
- Teacher Referral
- Other _____

Please see reverse side >>

**Bremerton School District
Procedure for identification and placement of Highly Capable students:**

WAC 392 170 047 – Parental permission:

Parental permission must be obtained in writing before:

1. Conducting assessment(s) to determined eligibility to participation in programs for Highly Capable students.
2. Providing initial special services and programs to an identified Highly Capable student.
Parental permission notice shall include:

A. A full explanation of the procedures for identification and program options.

B. An explanation of the appeal process.

1. Nomination:

Nominations will be accepted at any time during the year and may come from any source including teachers, staff, parents, other students, and members of the community. Students may nominate themselves. Anyone nominating a student shall complete a referral form and submit it to the student's school principal or the district office. Parent permission will be requested prior to any testing. Forms are available at the schools and the district office.

2. Assessment:

Multi criteria will be used in the assessment of students. All students nominated will be assessed in academic, cognitive and creativity skills.

3. Multi-Disciplinary Selection Committee (MSC)

The role of the MSC is to determine the final selection of students to be placed in the elementary program according to WAC 392-170. The manager for Highly Capable programs will appoint MSC members. The MSC will be comprised of: a classroom teachers with training and expertise in teaching Highly Capable students, school psychologist, building principal and District administrator or designee with responsibility for the supervision of the district's

program for Highly Capable students.

4. Analysis and Reporting of Assessment Results:

An assessment matrix, designed by the MSC, will be used to document and summarize each student's assessment data. Student profile information will be gathered and will include information on academic performance, creativity and other items of value in the assessment process. A summary report will indicate whether the student qualifies or does not qualify for the program. A copy of the assessment report will be placed in the qualifying student's permanent file. A copy of all assessment reports will be sent to the school principal upon completion of the assessment process.

5. Transfer Students:

Students previously enrolled in a Highly Capable program outside the Bremerton School District will be screened to determine if they meet the criteria for enrollment in the Bremerton School District program. Previous test information in the student's file will be considered by the MSC.

6. Placement

The district will offer highly capable students the following programs: Options include but are not limited to self-contained programs, accelerated learning opportunities; academic grouping arrangements like Walk-to Read that provide intellectual and interest peer group interactions; clustered Connections Class; student goal setting; self-selection of course at secondary; cooperative agreement between K-12 and institutions of higher education and programs designed to share resources and facilities to maximize student learning and mentorships and career exploration if appropriate.

7. Exceptions to the Criteria:

Exceptions may be made by the MSC for students whose test results do not meet the criteria because of special circumstances. For students showing potential, additional data may be gathered to determined eligibility for the program.

8. Notification to Parents:

A letter will be sent to parents with a copy of the assessment results and the MSC's decision for placement in the program. Parents will be notified of appeal rights and procedures.

9. Appeal Process:

Parents/legal guardians have the right to appeal the Multi-Disciplinary Selection Committee's decision. Individuals appealing the selection committee's decision must submit a completed appeals form or letter requesting review of selection/placement decision. The written request must include reasons for the appeal and, to support reconsideration, provide additional evidence of significantly advanced cognitive or academic levels and/or outstanding intellectual, academic, or creative abilities. The appeal request and supporting evidence must be submitted to the Superintendent within 10 school days of the Multi-Disciplinary Selection Committee's decision notification.

Bremerton School District
Attention: Superintendent
134 Marion Avenue North,
Bremerton, WA 98312

Any concerns or questions regarding the process for Highly Capable services should be directed to the Assistant Superintendent for Curriculum/Instruction at 360-473-1006.