

VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning
Office of Programs for Exceptional Children

How are students referred for gifted services?

Who can refer students?

A teacher, parent/guardian, peer, the student support team, the student, or any person who has knowledge of the student's abilities may initiate an application.

What are the steps in the application process?

- The teacher, parent(s)/guardian(s), or any person who has knowledge of the student's abilities refers the student for gifted education testing by notifying the Gifted Resource Teacher (GRT) to initiate the application process.
- A letter is sent home notifying the parent(s)/guardian(s) that the student has been referred for gifted program services and to visit the website to complete and submit the Parent Information Form.
- Once the parent(s)/guardian(s) has submitted a complete online Parent Information Form, an email will be generated to the teacher of record, as well as the GRT, informing them that they need to complete and submit a Teacher Information Form for that student.
- Parent(s)/guardian(s) are notified by the school GRT of the date that the assessment specialist will administer the tests.
- The Gifted Identification & Placement Committee meets in January, March, April, and June. The committee reviews all information and makes identification decisions.
- Parent(s)/guardian(s) receive notification of the decision via email within ten working days following each Gifted Identification & Placement Committee meeting. Parent(s)/guardian(s) can access their child's gifted testing scores in Parent Portal under *Standardized Test Results* once they receive their email.
- Confidentiality is maintained during all steps in the process.

Dr. Aaron C. Spence, Superintendent
Virginia Beach City Public Schools
2512 George Mason Drive, Virginia Beach, VA 23456-0038

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For further information, please call (757) 263-1070.

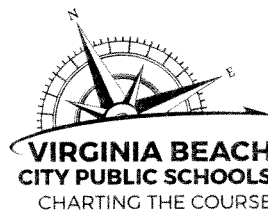
Notice of Non-Discrimination Policy

Virginia Beach City Public Schools does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation/gender identity, pregnancy, childbirth or related medical condition, disability, marital status, age, genetic information or veteran status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. School Board policies and regulations (including, but not limited to, Policies 2-33, 4-4, 4-6, 4-43, 5-7, 5-19, 5-20, 5-44, 6-7, 7-48, 7-49, 7-57 and Regulations 4-4.1, 4-4.2, 4-6.1, 4-43.1, 5-44.1, 7-11.1, 7-17.1 and 7-57.1) provide equal access to courses, programs, counseling services, physical education and athletic, vocational education, instructional materials and extracurricular activities.

To seek resolution of grievances resulting from alleged discrimination or to report violations of these policies, please contact the Title VI/Title IX Coordinator/Director of Student Leadership at (757) 263-2020, 1413 Laskin Road, Virginia Beach, Virginia, 23451 (for student complaints) or the Section 504/ADA Coordinator/Chief Human Resources Officer at (757) 263-1133, 2512 George Mason Drive, Municipal Center, Building 6, Virginia Beach, Virginia, 23456 (for employees or other citizens). Concerns about the application of Section 504 of the Rehabilitation Act should be addressed to the Section 504 Coordinator/Director of Guidance Services and Student Records at (757) 263-1980, 2512 George Mason Drive, Virginia Beach, Virginia, 23456 or the Section 504 Coordinator at the student's school. For students who are eligible or suspected of being eligible for special education or related services under IDEA, please contact the Office of Programs for Exceptional Children at (757) 263-2400, Laskin Road Annex, Virginia Beach, Virginia, 23451.

Alternative formats of this publication which may include taped, Braille, or large print materials are available upon request for individuals with disabilities. Call or write The Department of Teaching and Learning, Virginia Beach City Public Schools, 2512 George Mason Drive, P.O. Box 6038, Virginia Beach, VA 23456-0038. Telephone 263-1405(voice); fax 263-1424; 263-1240 (TDD) or email her at Veleka.Gatling@vbschools.com.

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