

Paradise Valley Unified School District  
**Self-contained Gifted Program**  
Grades 1-6

**Application Process**  
School year 2018-2019

**Locations:**

Desert Cove Elementary School – 11020 N. 28<sup>th</sup> Street, Phoenix, 85028

Desert Trails Elementary School – 4315 E. Cashman Rd., Phoenix, 85050

Fireside Elementary School – 3725 E. Lone Cactus Drive, Phoenix, 85050

North Ranch Elementary School – 16406 N. 61<sup>st</sup> Place, Scottsdale, 85254

Sonoran Sky Elementary School – 12990 N. 75<sup>th</sup> Street, Scottsdale, 85260

***These placement criteria apply only in the first month of application acceptance. Beginning in the second month and going forward, placement will be determined by availability at the preferred locations.***

***Beginning in the 2017-2018 school year, the criteria for acceptance will be:***

1. Applicants residing within the self-contained schools' boundaries of the school for which they are applying.
2. Applicants who have completed **both** the Gifted/Talented Preschool **and** the Self-contained Gifted Kindergarten at the school for which they are applying **and** who have siblings who attend that same school.
3. Applicants who attended either the Gifted/Talented Preschool **or** the Self-contained Gifted Kindergarten at the school for which they are applying **and** have siblings that attend that same school.
4. Applicants who have siblings attending the school for which they are applying.
5. Applicants who have completed **both** the Gifted/Talented Preschool **and** the Self-contained Gifted Kindergarten for which they are applying but **do not** have siblings who attend that same school.
6. Applicants new to PV Schools Self-contained Gifted Programs and requests for transfer within the program.

Please note: PVSchools offers a continuum of gifted education services for the various needs of gifted students. Our intent is to help parents select the most academically appropriate program for their children.

## **APPLICATION PROCEDURES**

***The following application procedures apply to the Self-contained Gifted Program, grades 1-6, located at all five sites.***

### **Application Process**

Applications are evaluated using a blind review process where no identifying information is considered. The review team members include the Director of Gifted Education and the Gifted Program Mentor. The Gifted Education Department administrative assistant codes the applications to eliminate possible bias. Applications are then evaluated using rubrics created for the components of the application, including gifted test scores, achievement, teacher recommendation, etc. Applications are reviewed monthly when there is space available in any self-contained class at any of the five locations for the current/upcoming school year. Parents are notified of the application review results via mail.

At the end of each school year, students currently enrolled and placed in the Self-contained Gifted Program, grades 1-6, will automatically move to the next grade. Students not already participating in the program must complete a new application each school year.

### **Teacher Recommendation Form**

The student's current, or most recent teacher must submit the Teacher Recommendation Form. The recommending teacher must send the form directly to the Gifted Education Department. Students who have left the program and wish to return must submit an additional Teacher Recommendation Form from their former Self-contained classroom teacher. Any Teacher Recommendation Form submitted by the parent is considered invalid.

### **Test Records**

Placement preference will be given to qualifying scores coming from one test administration. Qualifying scores may come from a maximum of two test administrations. All test scores should be from within two calendar years of acceptance into the program.

### **Wait List**

If the preferred location is not available, parents are offered placement in the next preferred location. If all sections are closed, or if a parent chooses not to accept placement at a site that has space, the student will be placed on a waiting list for the preferred location. Parents will be contacted to indicate whether they would like to move their child into the program if/when an opening becomes available during the school year. The wait list will be expunged on May 1<sup>st</sup> of each school year.

## **Transfer Process**

Students who are accepted into the program but whose first choice of location is not available are highly encouraged to select an alternative location. The application asks that the locations be ranked in order of preference. Students can remain on the waiting list for their preferred location and transfer into the preferred location when/if space becomes available during the current school year for that student.

## **Student contract and probationary period**

The first year placement for all students in the Self-contained Gifted Program, grades 1-6, is considered probationary. Upon entering the program, parents will sign a contract agreeing to specific criteria including: academic achievements, conduct, and work habits. Please see the application for more details. The contract helps assure parents that their children will be provided an environment most conducive to learning.

If the teacher feels that a student is not achieving at expected levels at least two meetings between parents, teacher, and principal will be held if needed. Steps will be outlined defining responsibilities of the student and the teacher at each meeting. Benchmarks and possible interventions will be made to support student success. Teachers will maintain dated records of parent communication for any student who is struggling to maintain expected progress in the program. An alternative placement in another PVSchools gifted program will be recommended if necessary.