



DEBRA KUBIN, SUPERINTENDENT

## Gifted & Talented Education Program

David Weber MHA, GATE Specialist

Ukiah High School 1000 Low Gap Road, G Building, H Office – (707) 472-5854 – [Dweber@uUSD.net](mailto:Dweber@uUSD.net)

# GATE Program Process and Procedures

## **Teacher Referral Process:**

### **Step 1: Teacher Evaluation**

If a teacher would like to refer a student to the GATE program, they will need to complete the teacher evaluation on the student and submit the evaluation to the GATE Specialist at the District Service Center.

### **Step 2: Permission to Test**

Once the GATE Specialist receives a student referral from the teacher, a permission to test the student using the Naglieri Nonverbal Ability Test (NNAT2) will be mailed home.

### **Step 3: Testing**

When the GATE Specialist receives positive parent permission to test a student the school will be notified and a testing date will be determined. The GATE Specialist will test the referred student using the NNAT2 at their school.

- The NNAT2 (Naglieri Nonverbal Ability Test - 2nd Edition) is a nonverbal ability exam for school-aged children. The test is comprised of 48 questions and lasts for approximately 30 minutes. The entire test is nonverbal, utilizing only colorful, universal symbols and shapes, so reading and writing skills are unnecessary to complete the test. This also allows for a more equitable test across language and cultural differences.

### **Step 4: Multiple Criteria Matrix**

Once the GATE Specialist scores the NNAT for a referred student, a Multiple Criteria Matrix sheet will be completed for the student to determine identification.

### **Step 5: Notification**

- If a student did not qualify for the GATE program based on the multiple criteria matrix, a letter will be sent to the parents informing them of this status. The GATE Specialist will also notify the referring teacher and let them know the student did not qualify.
- If a student did qualify for the GATE program, parent permission to identify will be sent home. Once the GATE Specialist receives permission to identify the student, status will be indicated in the district's student data system (AERIES). A letter will also be sent to the referring teacher and a copy of identification will be kept in the identified student's cumulative file.
  - All documents leading to identification will be held at the District Service Center.
  - Site Principals have access to a Google document that will be updated monthly by the GATE Specialist with current identified students.

### **Step 6: Placement**



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The GATE Program for grades 3-6 involves formal district-wide identification of students in grouping arrangements determined by the school site. To support the cognitive and affective learning of gifted students, GATE students will be cluster grouped in classrooms as possible. If there are enough students, the clusters will consist of 4-8 students, but no more than 10. Each year teachers will be invited to participate in training focusing on differentiated instructional strategies, including compacting and learning contracts and project menus. Site administrators will be trained in a best practices model for cluster grouping. Gifted learners in grades 6-12 have the opportunity to enroll in self-contained Honors and Advanced Placement (AP) courses. 9<sup>th</sup> grade GATE students will be cluster grouped into English I and will be provided differentiation within the classroom.

### **Parent Referral Process:**

#### **Step 1: Parent Referral**

If parents wish to refer their student to the GATE program they will complete the parent referral form and permission to test and mail, fax, or deliver to the GATE Specialist.

#### **Step 2: Teacher Evaluation**

Once the GATE Specialist receives a parent referral, a teacher evaluation form will be sent to the student's teacher(s). The teacher(s) will need to complete the teacher evaluation on the student and submit the evaluation to the GATE Specialist at the District Service Center.

#### **Step 3: Testing**

When the GATE Specialist receives the teacher evaluation for the referred student, the school will be notified and a testing date will be determined. The GATE Specialist will test the referred student using the NNAT2 at their school.

- The NNAT2 (Naglieri Nonverbal Ability Test - 2nd Edition) is a nonverbal ability exam for school-aged children. The test is comprised of 48 questions and lasts for approximately 30 minutes. The entire test is nonverbal, utilizing only colorful, universal symbols and shapes, so reading and writing skills are unnecessary to complete the test. This also allows for a more equitable test across language and cultural differences.

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#### **Step 5: Notification**

- If a student did not qualify for the GATE program based on the multiple criteria matrix, a letter will be sent to the parents informing them of this status. The GATE Specialist will also notify the referring teacher and let them know the student did not qualify.



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## Universal Testing Process:

### Step 1: Universal Screening

All second grade students in UUSD are screened using the *Naglieri Nonverbal Ability Test (NNAT2)* in the spring of each school year. The students are tested in their second grade classrooms and the test is given to the whole class at the same time. The GATE Specialist arranges the testing time and date for each site with the site principal and classroom teacher. A negative permission slip will be sent to each student before testing with the Naglieri.

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### Step 2: Automatic Placement or Further Evaluation

- If a student scores in the 99<sup>th</sup> percentile on the Naglieri, the student automatically qualifies for the GATE program. The GATE Specialist will continue on to Step 5: Notification.



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- If a student scores between 90<sup>th</sup> – 98<sup>th</sup> percentiles on the Naglieri, the GATE Specialist will request a Teacher Evaluation/Referral Form from the classroom teacher.

### Step 3: Teacher Evaluation

If a student scored between the 90<sup>th</sup> -98<sup>th</sup> percentile the GATE Specialist will ask the student's teacher(s) to complete a student evaluation form so more information on student characteristics can be gathered. The teacher(s) will need to complete the teacher evaluation on the student and submit the evaluation to the GATE Specialist.

### Step 4: Multiple Criteria Matrix

Once the GATE Specialist receives the teacher evaluation for the student a Multiple Criteria Matrix sheet will be completed to determine identification.

### Step 5: Notification

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