

Gifted Corrective Action Verification - Bureau of Special Education

This form is designed to serve both as a planning tool for Improvement and as verification of completion of corrective action. It is to be submitted as a tracking document and with a school district's written request for extensions to due dates for corrective action.

School District: Downingtown Area School District

BSE Special Education Adviser: Dr. Shirley Curl

Date: March 17 and 18, 2015

Date of 1st Visit: June 4, 2015

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
				Policies and Procedures				
				1. GFSA-Strategic Plan and Policy				
X				Standard: The School District has a gifted education plan that includes procedures for the education of all gifted students enrolled in the school district.				
				2. GFSA-Personnel				
	X			Standard: In-Service training appropriately prepares and trains personnel to address the special knowledge, skills and abilities to serve the unique needs of gifted students.	The Downingtown Area School District must provide training on gifted education for the principals/assistant principals, the general/gifted education teachers, the director of curriculum/ curriculum leaders, school psychologists/ and elementary/ secondary counselors. Agendas and sign-in sheets will provide evidence of these trainings.	June 4, 2016 PDE PaTTAN IU 24		

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	X			<p>3. GFSA - Special Education/Dual Exceptionalities</p> <p>Standard: For students who are eligible for gifted individualized services under Chapter 16 and also for special education services under Chapter 14, the School District must demonstrate compliance with all requirements of Chapter 14.</p>	<p>For students eligible for both gifted and special education services, there will be one document namely, an IEP. The four major components of the GIEP must be included in the IEP. These four major components are the Present Levels of Educational Performance, the Goals/Short-Term Learning Outcomes, the Specially Designed Instruction, and the Support Services.</p>	<p>June 4, 2016 PDE PaTTAN IU 24</p>		
	X			<p>4. GFSA-Screening and Evaluation Process</p> <p>Standard: The School District demonstrates compliance with annual public notice requirements and has an appropriate screening and evaluation process.</p>	<p>The District will convene a team comprised of all school psychologists, the Supervisor of Special Education, the Director of Pupil Services, one or more principals at each level, teachers of gifted students, and curriculum leaders to review and revise the screening and evaluation procedures.</p>	<p>June 4, 2016 PDE PaTTAN IU 24</p>		

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	X			5. GFSA-Gifted Education Placement Standard: The School District demonstrates that educational placement and instruction is based on each gifted student's needs in accordance with Chapter 16.	The District will demonstrate that educational placement and instruction is based upon the individual academic strengths of each student. Gifted Written Reports and GIEPs will be reviewed to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
	X			6. GFSA-Gifted procedural safeguards Standard: The School District will demonstrate compliance with the gifted education procedural safeguard requirements of Chapter 16.	The District will document that the parent(s) have received a copy of their Parent Rights.	June 4, 2016 PDE PaTTAN IU 24		
	X			7. GFSA-Student Record Review Standard: The School District has developed gifted multidisciplinary evaluation reports and gifted IEPs as required under Chapter 16 and has provided parents with procedural safeguards.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				File Review (Completed by the School District team and BSE Team) Report of Results by Frequency Count of Responses				
				PERMISSION TO EVALUATE (PTE)-CONSENT FORM The following information is present:				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
10	0	0	100%	8. PTE-Consent form is present in the student file				
9	0	1	100%	9. Demographic data				
9	0	1	100%	10. Reason(s) for referral				
9	0	1	100%	11. Proposed types of assessments and procedures.				
9	0	1	100%	12. Contact person's name and contact information.				
7	2	1	78%	13. Parent signature and initials documenting receipt of Notice of Parental Rights for Gifted Students.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				GIFTED WRITTEN REPORT (GWR) The following information is present:				
9	1	0	90%	14. GWR is present in the student file.				
9	0	1	100%	15. GWR was completed within timelines.				
9	0	1	100%	16. Demographic data				

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7	1	2	88%	17. Date report was provided to parent.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
8	1	1	89%	18. Evaluations and information provided by the parents of the student (or documentation of the School District's attempts to obtain parent input).	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
10	0	0	100%	19. Teacher input is reflected in the document.				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
2	6	2	25%	20. Information and recommendations from the District psychologist are in the document.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
3	6	1	33%	21. Recommendations from the team for the student are present in the document.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				INVITATION TO PARTICIPATE IN A GIFTED TEAM MEETING The following information is present:				
10	0	0	100%	22. Current Invitation is present in the student file.				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
9	1	0	90%	23. Invitation to Participate in Gifted Team Meeting was issued prior to the meeting or documentation that parent signed waiver to move directly to GIEP Meeting from a GMDE meeting.				
10	0	0	100%	24. Demographic Data				
10	0	0	100%	25. Purpose(s) of the meeting is identified.				
7	3	0	70%	26. Names of invited GIEP team members are included.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
10	0	0	100%	27. Date/time/location of meeting is included.				
9	1	0	90%	28. Parent response, or documentation of parent attendance at the meeting, or documentation of multiple efforts to encourage participation, and parent initials documenting receipt of Notice of Parental Rights for a Gifted Student.				
				GIFTED INDIVIDUALIZED EDUCATION PLAN (GIEP) Documentation of GIEP Team Participation				
10	0	0	100%	29. GIEP is present in the student file.				
10	0	0	100%	30. Parent(s) (or documented efforts to have them attend).				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
3	1	6	75%	31. Student (if parent(s) choose to have the student participate).	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
5	5	0	50%	32. One or more of the student's current regular education teachers.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
10	0	0	100%	33. Teacher of Gifted				

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5	4	1	56%	34. School District (authorized to commit the resources of the district).	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
3	0	7	100%	35. Other individuals at the discretion of either the parent(s) or the School District.				
10	0	0	100%	36. Date of the GIEP Team Meeting				
10	0	0	100%	37. GIEP was completed within timelines.				
				The following information is present:				
10	0	0	100%	38. Demographic Data				
10	0	0	100%	39. GIEP implementation date.				

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7	2	1	78%	40. Anticipated duration of services	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				Present Levels of Education Performance (PLEPS)				
				The following information is present:				
9	1	0	90%	41. Information is current (within one year of the date of the GIEP).				
3	7	0	30%	42. Information regarding the student's academic strengths indicates current instructional levels using multiple data points and leads to a goal.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

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2	8	0	20%	43. Progress on previous year's academic goals is reported and evidence is cited to support growth	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
4	6	0	40%	44. Instructional needs of the student are based on educational strengths	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				ANNUAL GOALS AND OBJECTIVES				
				The following information is present:				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
4	6	0	40%	45. Annual Goals are stated and aligned to standards.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
3	2	5	60%	46. Annual Goals are responsive to the strengths in the Present Levels.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

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1	4	5	20%	47. Short Term learning outcomes lead to goal achievement.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
1	4	5	20%	48. Objective criteria and assessment procedures are described.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

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0	3	7	0%	49. Timelines are established so parents can gauge progress on goals.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
5	5	0	50%	50. Specially designed instruction includes strategies that support enrichment, acceleration, or a combination of both.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

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4	6	0	40%	51. Specially designed instruction has a defined start date, frequency, and the duration is indicated.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
9	1	0	90%	52. Location(s) and/or Provider(s) of the specially designed instruction is documented.				
6	4	0	60%	53. Specially designed instruction supports the attainment of the goal.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				SUPPORT SERVICES				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
1	9	0	10%	54. Support service includes collaboration among the gifted support and general education teacher(s)	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
0	0	10	100%	55. Reference to a 504 is included if a student also receives services under Chapter 15				
5	5	0	50%	56. Support services define the start date, frequency, and duration	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

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8	2	0	80%	57. Location(s) of the support service is documented	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
7	3	0	70%	58. Provider(s) of the support service is documented	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				NOTICE OF RECOMMENDED ASSIGNMENT (NORA)				
10	0	0	100%	59. NORA is present in the student file.				
				The following information is present:				
10	0	0	100%	60. Demographic data				

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
8	2	0	80%	61. Type of action taken	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
5	5	0	50%	62. A description of the action proposed or evidence of refusal to take action	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		

Y	N	NA	% #	Citation	Required Corrective Action or Improvement Plan	Timelines and Resources	Extension Date	Date Closed
5	5	0	50%	63. A description of the other options the GIEP team considered and the reason why those options were rejected	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
4	6	0	40%	64. Description of the evaluation procedure, assessment, record or report used as the basis for proposed action or action refused.	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
10	0	0	100%	65. Signature of School District Superintendent.				

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5	5	0	50%	66. Parent initials documenting receipt of Notice of Parental Rights for Gifted Students	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
2	8	0	20%	67. NORA reflects the instructional planning indicated on the student's GIEP	The District will provide training for principals/assistant principals, school psychologists, general/gifted education teachers, director of curriculum/ curriculum leaders, and guidance counselors on the accurate completion of required documents. PDE will conduct a site visit and record review to verify completion of corrective action.	June 4, 2016 PDE PaTTAN IU 24		
				INTERVIEW FOR TEACHER OF GIFTED STUDENTS	The School District will consider interview responses in planning improvements for gifted education.	June 4, 2016 PDE PaTTAN IU 24		
8	0	0	100%	68. Are you knowledgeable about Chapter 16 and your role in providing gifted education services?				

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8	0	0	100%	69. Are you familiar with the content of this student's GIEP including annual goals, short term learning outcomes, specially designed instruction and support services?				
7	1	0	88%	70. Do you collaborate with general education teachers to plan and implement special designed instruction as defined in the student's GIEP?				
8	0	0	100%	71. When planning the GIEP, are you providing enrichment and/or acceleration aligned to the PA Core Standards?				
8	0	0	100%	72. Was the placement for this student based upon the data collected on the individual student's strengths?				
8	0	0	100%	73. Are the services and supports agreed upon in the GIEP being implemented with fidelity?				
7	1	0	88%	74. Has the school district provided training on gifted education to adequately prepare you for teaching gifted children?				
				INTERVIEW FOR REGULAR EDUCATION TEACHER(S)	The School District will consider interview responses in planning improvements for gifted education.			
9	1	0	90%	75. Are you knowledgeable about Chapter 16 and your role in providing gifted education services?				
10	0	0	100%	76. Are you familiar with the content of this student's GIEP including annual goals, short term learning outcomes, specially designed instruction and support services?				
9	1	0	90%	77. Do you collaborate with the gifted education teacher to plan and implement special designed instruction as defined in the student's GIEP?				
6	4	0	60%	78. Did you participate in the GIEP planning process for this student?				
10	0	0	100%	79. Was the placement for this student based upon the data collected on the individual student's strengths?				
9	1	0	90%	80. Are the services and supports agreed upon in the GIEP being implemented with fidelity?				

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3	7	0	30%	81. Has the school district provided training on gifted education to adequately prepare you for teaching gifted children?				
				INTERVIEW FOR PARENT OF GIFTED STUDENT	The School District will consider interview responses in planning improvements for gifted education.			
7	3	0	70%	82. Were you asked to provide information for your child's Gifted Multidisciplinary Evaluation or most recent Gifted Individualized Education Plan (GIEP)?				
10	0	0	100%	83. Was the Gifted Individualized Education Plan finalized with input from the team at the most recent GIEP review?				
7	3	0	70%	84. Were the following GIEP team members present at the meeting: general education teacher, gifted support teacher, and district representative, and Student, if applicable.				
10	0	0	100%	85. Did the GIEP team consider your input when drafting the GIEP?				
10	0	0	100%	86. Was the placement for your child based upon the data collected on his/her individual strengths?				
7	3	0	70%	87. Were there services that the team considered, but could not provide due to any of the following: lack of resources, i.e. Qualified staff, funds, or space.				
10	0	0	100%	88. Are you aware and understand gifted regulations, parental rights, timelines, and district policy(s) on gifted education?				
10	0	0	100%	89. Do you believe that the academic expectations outlined in the GIEP for your child are strength-based?				
10	0	0	100%	90. Do you feel that the assessment measures are a reflection of your child's progress?				
9	1	0	90%	91. Do you believe that there is sufficient communication between you and school district personnel?				
10	0	0	100%	92. Are the services and supports agreed upon in the GIEP being implemented with fidelity?				

