

# A.I.M.

## SELECTION PROCEDURE

### Initial Screening

**Selection of pool:** This is the first phase of the identification process. This process recommends students for further evaluation only. Students are not recommended for inclusion in the program through this stage of the process, but are placed into the talent pool for further evaluation.

**Process:** Students names will be included for the talent pool on the basis of the following criteria:

1. Test score in the upper 10<sup>th</sup> percentile of the student population on the total reading section of the achievement test given the preceding year.

-AND-

2. Test score equal to or above 120 on the Test of Cognitive Skills or equivalent cognitive skills indicator test.

-OR-

3. Teacher recommendation.

### Secondary Screening

**Selection of Students:** Student abilities will be evaluated more specifically during the secondary screening. Students will be recommended for participation in AIM on the basis of the secondary screening and the recommendation of the selection committee.

**Process:** Once students are nominated to the talent pool, they are eligible for further evaluation. The following methods of evaluation are specifically chosen to define a student's abilities as they relate to the academic challenges of AIM. Information will be gathered through the following measures:

1. Parent Information Survey
2. Teacher Information Survey
3. A screening test for gifted and talented students.

**Final Selection:**

Scores from both initial screening and secondary screening phases will be listed on an individual student profile sheet. The AIM Selection Committee then evaluates the profile sheets (with names removed). The committee consists of the AIM coordinator, elementary principal, classroom teachers, counselor and the elementary media specialist. The selection committee will have the responsibility of selecting the students best qualified for AIM. The committee will make the determination based on the profile sheet listing the scores and utilizing professional judgement.

**Transfer Policy**

A new student to the school may, with his parents, petition the AIM Selection Committee for admittance to the program based on self-nomination, parent nomination, and previous available testing results. The new student's scores must fall within the parameter of scores on the profile sheets of the students currently in the program when they were evaluated for admittance to the program.

**Appeal Policy:**

The appeal policy regarding any decisions made by the AIM Selection Committee may be directed to the Superintendent. The Superintendent, after reviewing the particulars of the case, will make the final decision. A written decision will be forwarded to the involved parties.

**Exit Procedure:**

To exit from the AIM Program, the following procedure will be implemented:

1. Exit may be initiated through a written request submitted and signed by the student and his/her parent or guardian. This request may be submitted to a building administrator or AIM teacher.
2. Upon receiving an exit request, a building administrator, G/T Coordinator or AIM teacher will schedule a conference to be attended by the student, parent(s), AIM teacher, AIM coordinator and principal.
3. If a classroom teacher or AIM teacher initiates the exit procedure, notification and reasons will be submitted in writing to the building principal. Notification of the initiation of this procedure will be sent to the parent or guardian and a conference will be arranged with the same attendance as outlined in section B. Students will be encouraged to complete the nine weeks grading period before leaving the program.