samegoal

Initial GIEP

When an initial evaluation finds a student eligible for services, the student will need a GIEP developed within 30 calendar days of the Gifted Written Report.

Parent invitation

A parent invitation must be sent 10 calendar days before the plan meeting.

Steps *To invite the parents to a meeting:*

1. Create an **Invitation to Participate in a Gifted Team Meeting**.
2. Select that the purpose of the meeting is to **Discuss the results and recommendations of the Gifted Multidisciplinary Evaluation....**
3. Provide meeting details.
4. Share the document with the parents along with a copy of the **Notice of Parental Rights for Gifted Students**.
5. The parents can then respond with their plans to attend.
6. Once the parents have responded, the document can be marked complete.

GIEP

Steps *To develop a GIEP:*

1. Create a **Gifted Individualized Education Plan**.
2. Enter the implementation date and select **Initial** as the meeting type.
3. Fill out the document with information about the student, parents, and school.
4. Provide information about the GIEP Team participants.
5. Document present levels of educational performance, annual goals, specially designed instruction, and support services.
6. Once the GIEP Team has meet to review and sign off on the plan, mark it complete.
7. Share a copy with the parents.

Parent Notice

A Notice of Recommended Assignment must be provided to the parents within 5 calendar days of the plan meeting.

Steps *To notify the parents:*

1. Create a **Notice of Recommended Assignment (NORA)**.
2. Select the option **Your child should begin to receive gifted education services....**
3. Indicate the recommended assignment.
4. Provide contact information.
5. Share the document with the parents along with a copy of the **Notice of Parental Rights for Gifted Students**.
6. The parents can then indicate that they approve or do not approve of the recommendation.
7. When the parents fill out the document, a staff member can then fill out the **Date of receipt**.
8. Mark the document complete.

Once the document is completed, if the parents agreed with the recommendation, the student will be fully enrolled in the program.