samegoal

Initial Evaluation

Consent to evaluate

If a teacher or student believes that a student is gifted, the student can be referred for an initial Gifted Education evaluation. Before the student can be evaluated, the school must obtain parent consent.

Steps *To obtain parent consent to evaluate:*

1. Create a **Permission to Evaluate**.
2. Fill out the document.
3. Share it with the parents and provide them with a copy of the **Notice of Parent Rights for Gifted Students**.
4. The parents should fill out the document to indicate their consent decision and initial and sign the document.
5. When the parents return the document, fill out the **Date of receipt** field and mark the document complete.

Tip The **Permission to Evaluate** document must be provided to the parents within 10 calendar days of a request to evaluate.

Conduct an evaluation

The school must evaluate the child within 60 calendar days of obtaining parent consent to evaluate. Once the student has been evaluated, the Gifted Multidisciplinary Team must prepare a written report.

Steps *To evaluate a student:*

1. Create a **Gifted Written Report**.
2. Select **Initial Referral** and provide a reason for the referral.
3. Once the Gifted Multidisciplinary Team has conducted a Gifted Multidisciplinary Evaluation, summarize findings in **Section 1**.
4. At the bottom of **Section 1**, make an eligibility determination. In order to be found eligible, the student must be gifted and in need of specially designed instruction.
5. In **Section 3**, provide information about the evaluation team.
6. Complete the document.
7. Share the document with the parents along with a copy of the **Notice of Parental Rights for Gifted Students**.

When the document is completed, if the student was found to be eligible for services, they will be pre-enrolled in the program and they will need a GIEP developed.