

Conejo Valley Unified School District
Instructional Services Division
Pupil Services Department

GIFTED AND TALENTED EDUCATION
Annual Site Plan for 2014-15

School Maple Elementary School Principal Dr. Juan Manuel Santos Date Submitted December 11, 2014

Instructions:

1. The entire plan is to be completed and submitted by December 1 as follows: 1) A copy to Pupil Service GATE and 2) A copy included as part of the Single Site School Plan.
2. The plan is to be developed by a team consisting of at least one parent representative, designated GATE Facilitator, and principal or designee. Additional individuals are encouraged to be involved in the annual planning.
3. The completed plan is to be reviewed at a meeting of parents of identified gifted students and teachers at the first parent meeting in the fall.
4. Plan to hold at a minimum of two annual meetings specifically for parents of GATE students, one by November 1.
5. Specific information about the Goals and Objectives Section of the Plan:
 - 5.1 Goals 1, 2, 3, and 4 are required. Examples of ways to evaluate student outcomes are listed in the Evaluation Column. Indicate at least two that will be used to evaluate student outcomes. Others, not listed may also be included, as appropriate.
 - 5.2 Select a fifth goal from among the remaining goals: 5 or 6. Examples of evaluation tools for student outcomes are also listed in the Evaluation Column. Select at least two different tools. Others, not listed may be included, as appropriate.
 - 5.3 Process Column. It is expected that elements of the Process Column are to be implemented for the Goals selected. The primary responsibility is to implement differentiation: depth and complexity and appropriate management strategies that will provide challenging experiences.
6. On the signature page include those teachers who are addressing the needs of gifted students such as regular teachers with cluster grouping at the elementary and middle school level; CP class teachers (with GATE clusters) and Honors class teachers at the middle school level; CP (with GATE clusters), Honors, Advanced Placement, and International Baccalaureate class teachers at the high school level. Of course, any other specialized configuration or participation by GATE identified students that meet the requirements of the law are to be included also. (The GATE services must be provided during the regular school day program). Check those specific assessment tools that will be used to evaluate student progress. Space is available to add any others that are appropriate.
7. Obtain the signatures of the teachers identified as providing GATE services and the individuals who developed the site plan including the GATE-DAC Parent Representative, GATE Facilitator(s) and Principal.

Revised 11/1/05, Reviewed 10/4/06, Reviewed 9/28/07, Revised 9/4/08, Reviewed 9/28/09, Rev 9/21/10, Rev 9/9/11, Revised 9/5/12,
Revised 9/27/13

Gifted and Talented Education
 Annual Site Plan for 2014-2015
 Maple Elementary School
 Principal: Dr. Juan M. Santos

GOALS	OBJECTIVES	PROCESSES	OUTCOME/EVALUATION INDICATORS
* To increase communication between parents and staff regarding the GATE program at Maple.	* Form a Gifted and Talented (GATE) committee to address the needs of gifted talented students in the school.	* Form a GATE committee comprised of teacher representative(s), parent representative(s) and principal. * Discuss GATE at staff meetings on a consistent and ongoing basis. * Discuss GATE at School Site Council meetings on a consistent and ongoing basis.	* Agenda and minutes from staff meetings, GATE meetings and SSC meetings will be compiled on an ongoing and consistent basis throughout the year.
* To allocate resources to support the GATE program at Maple.	* Ensure gifted and talented provisions are supported by appropriate budgets and resources.	* Monitor resources for impact and best value. * Ensure allocation is included in the budget to enable GATE committee to achieve outcomes of the action plan such as an after school program.	* Allocation of money will be communicated to GATE committee, SSC and GATE parent meetings. * Receipts/invoices detailing expenditures will be collected.
* To create a partnership with parents to enrich and extend GATE students at Maple.	* Actively engage parents in extending provisions for gifted and talented learners.	* Encourage parents to have high but realistic expectations of pupils. * Hold parent information seminars and open forums. * Make parents aware of the school's GATE program. * Collaborate between GATE committee and classroom teachers on how the students' needs are being met in the classroom. * Conduct a parent survey to gather information on types of activities and volunteer opportunities for parents to partner with the school in creating an after school program.	* Survey results will be compiled. * After school program will be created. * Sign-in sheet from GATE parent meetings will be collected. * GATE Parent Email group will be created to assist with communication.

<p>* To provide training and support for teachers to assist them with meeting the needs of their GATE students at Maple.</p>	<p>* Build staff capacity to improve the teaching, learning and attainment of gifted and talented learners.</p>	<p>* Allot team planning time for staff to share acquired knowledge and skills for working with students eligible for gifted services. * Provide ongoing professional development/in-service particularly for GATE committee members at the district office. * Provide teachers with information so that they are familiar with characteristics of giftedness * Plan and apply appropriate differentiated programs to ensure gifted students are challenged.</p>	<p>* Staff will be surveyed to determine areas related to GATE that they would like to focus on in the future. * Staff will provide monthly summaries of items discussed at common planning time.</p>
<p>* To meet the needs of GATE students by clustering them and using instructional strategies.</p>	<p>* Ensure there is effective provision for GATE students in the classroom.</p>	<p>* Utilize higher-order thinking strategies, ability grouping and differentiation to meet the needs of GATE students in the classrooms. * Conduct observations and provide feedback to teachers by the administrator. * Extend the range of learning opportunities for GATE pupils within and beyond the classroom. * Work with students to actively engage with them in their own learning. * Recognize and celebrate the achievements of GATE students to foster a school culture of support at recognition assemblies and in the classroom.</p>	<p>* A student and/or parent survey will be distributed at the end of the year and will include information about the GATE program. * Observations will be completed and saved by the administrator.</p>
<p>* To meet the deadlines and policies set forth by the district in terms of the GATE program.</p>	<p>* Plan elements of gifted and talented provision to clear objectives and regularly evaluate performance.</p>	<p>* Coordinate with staff and GATE Facilitator regarding Individual Differentiated Learning Plan (IDLP), appropriate GATE referrals & differentiation. * Monitor GATE student progress consistently throughout the year.</p>	<p>* Keep copies of IDLP's and referral information. * Staff will discuss progress of GATE students throughout the year.</p>

GIFTED AND TALENTED EDUCATION

MAPLE ELEMENTARY

PRINCIPAL: Dr. JUAN SANTOS

DATE COMPLETED: 12-10-13

DESIGNATED GATE GRADES/CLASSES <small>(list classes/subjects/grades)</small>	Teacher Name <small>(Please print)</small>	Teacher Signature	EVALUATION INSTRUMENTS <small>(Indicate which instruments will be used)</small>		PLEASE DESCRIBE PLANS FOR PARENT INVOLVEMENT <small>(LIST THREE ITEMS)</small>
Fourth Grade	Linda Mason	<i>Linda Mason</i>	INSTRUMENTS		<input checked="" type="checkbox"/> 1. By the second Friday in October one letter/memo describing the school GATE Program will be sent to the home of all identified/participating students.
Fourth / Fifth Grade	Cheryl Babcock	<i>Cheryl Babcock</i>	CST	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Fifth Grade	Kerri Yim	<i>Kerri Yim</i>	End of Course Exams	<input type="checkbox"/> YES <input type="checkbox"/> NO	
			Advanced Placement IB/Exams	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> 2. By the first Friday in November a presentation/discussion meeting will be held regarding the GATE Program involving school staff and parents.
			State Writing Test	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
			Portfolios	<input type="checkbox"/> YES <input type="checkbox"/> NO	
			Student Surveys	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> 3. By June 1 a presentation or second annual meeting with parents will be held regarding planning and evaluation of the GATE Program.
			District Writing Test	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
			CAHSEE	<input type="checkbox"/> YES <input type="checkbox"/> NO	
			Specific Curriculum Related Tests	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	GATE/DAC PARENT REPRESENTATIVE _____ Name _____ Street Address _____ Newbury Park, CA 91320 Town, Zip _____ Home Phone _____ Work Phone _____
			Observations	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
			CHKS	<input type="checkbox"/> YES <input type="checkbox"/> NO	
LIST STUDENTS WHO ARE FORMALLY PARTICIPATING FROM ANOTHER SCHOOL SITE IN AN ACCELERATED PLACEMENT AT YOUR SCHOOL SITE			OTHER <u>SRI Scores</u>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	SIGNATURES INDICATE PARTICIPATION IN GATE PROGRAM PLANNING AT THE SITE <i>Kerrie Markrud</i> 12-10-2014 Parent Representative Date <i>Linda Mason</i> 12-10-2014 Teacher Representative Date <i>Juan Santos</i> 12-10-2014 Principal Date
STUDENT NAME	HOME SCHOOL	SUBJECT PLACEMENT AT YOUR SCHOOL	OTHER _____	<input type="checkbox"/> YES <input type="checkbox"/> NO	
					TO BE COMPLETED ANNUALLY