

Gifted File Review Worksheet

- ❖ Review a total of six of the most current Gifted student files
 - ◆ two files from each school level (elementary, middle and high)
 - ◆ one of the six files must be a reevaluation - when completing Item 3, select Reevaluation from the menu.
- ❖ The method for obtaining the data is provided if further explanation was needed.
- ❖ Information for completing the review may be found in a variety of documents including IEPs, meeting notes, notices and consents, emails, letters, and other types of correspondence.
- ❖ Parent means the educational decision-maker (i.e. parent, person acting as a parent, or student at age 18).

IDENTIFIERS AND DEMOGRAPHICS

1. District: Select the district the student resides in
2. KIDS ID: Enter the 10 digit KIDS ID number
3. School level of the student: If this is a reevaluation, select Reevaluation from the menu

NOTICE

4. Question Was notice of the IEP meeting given to the parents at least 10 calendar days in advance of the IEP meeting? K.A.R. 91-40-17(a)(2)
Method *This may be found by comparing the date on the 10 calendar day IEP notice form to the meeting date recorded on the IEP form. If notice was waived, Yes should be selected, indicating the parents waived their right to 10 day notice, and the parent's signature must be written below the waiver statement.*
5. Question Was Prior Written Notice provided to the parent and written parental consent obtained before conducting an initial evaluation or any reevaluation? K.A.R. 91-40-27(a)(1)
Method *This may be found by comparing the date consent was given by the parent and date the evaluation was conducted.*

THE IEP

6. Question Did at least one of the parents attend the IEP meeting? If not, is there a detailed record of at least two attempts to contact them using at least two different methods of communication?
KAR 91-40-17(e)(1)(A)-(D)
Method *If a parent did not attend the IEP meeting, Yes may be selected if there is a detailed record of attempts and methods used.*
7. Question Does the IEP include a description of the student's present level of academic achievement and functional performance (PLAAFP) including how the student's giftedness affects their involvement and progress in the general education curriculum? K.S.A. 72-987(c)(1)
Method *Review the IEP to determine if the present levels identify the educational needs of the student.*
8. Question Does the IEP include a statement of measurable annual goals, including academic and functional, designed to meet the student's needs that result from giftedness, to enable the student to be involved in and make progress in the general education or advanced curriculum? K.S.A. 72-987(c)(2)
Method *Review the IEP to determine if the goal(s) meet the criteria and are designed to meet the student's needs and assist the student be involved in the general education or advanced curriculum.*
9. Question Does the IEP indicate how progress toward meeting the annual goals will be measured?
K.S.A. 72-987(c)(3)
10. Question Does the IEP include when periodic reports on the progress the student is making toward meeting the annual goals will be provided to the parent? K.S.A. 72-987(c)(3)
11. Question Does the IEP include a projected date for the beginning of the services and modifications, and the anticipated frequency, location, and duration of those services? K.S.A. 72-987(c)(7)
12. Question Does the IEP indicate the document was reviewed at least annually? K.S.A. 72-987(f)(1)

Method *Compare last year's IEP date to this year's IEP date.*

13. Question Does the file or IEP contain documentation that the IEP team take into account the concerns of the parents for enhancing the education of their child? K.S.A. 72-987(d)(1)
Method *Review the file for indication that the IEP team requested and considered the concerns of the parent.*
14. Question Does the file contain documentation that in determining the educational placement of the student, the placement decision was made by a group of peoples, including the student's parents and other persons knowledgeable about the student? K.A.R. 91-40-21(c)(2)

REEVALUATION

15. Question Was the student reevaluated within the current year?
16. Question Did the reevaluation team consider information from a variety of existing sources, including aptitude and achievement tests, parent input, teacher recommendations, and social or cultural background and adaptive behavior (K.A.R. 91-40-10(d)(1)(A)-(C)(E), and not merely those that are designed to provide a single general IQ (intelligent quotient) measure? K.A.R. 91-40-9(a)(6)
17. Question Did the reevaluation team and the parent of the student prepare a written reevaluation report? K.A.R. 91-40-10 (a)(1)
18. Question Were the parents provided, at no cost, a copy of the reevaluation report? K.A.R. 91-40-10(b)