

## Providing for the Needs of Gifted Learners

	I do/did it	(name) does/did it	Not done
<b>1. Program Design</b>			
Oversee program design/redesign			
Assure design fulfills state statutes			
Facilitate creation of district gifted mission statement			
Assure design addresses local mission			
Assure programming provides continuum of services			
Present program plan to school board for approval			
Other:			
<b>2. Program Administration and Management</b>			
Oversee implementation of district gifted programming			
Allocate local funding for gifted programming			
Manage budget for gifted programming			
Oversee tier 1 classroom differentiation			
Oversee tier 2 special programming			
Create/implement/monitor tier 3 differentiated educational plans			
Retain and update documentation for each identified student			
Document student academic progress			
Other:			
<b>3. Identification</b>			
Oversee student identification			
Assure identification process is inclusive			
Assess students			
Identify individual student need			
Match programming to individual student need			
Facilitate subject and grade acceleration assessment			
Other:			
<b>4. Curriculum and Instruction</b>			
Create or obtain differentiated curriculum			
Assist classroom teachers in differentiating curriculum			
Document differentiation strategies used in classrooms			
Identify/provide resource materials			
Coordinate enrichment experiences			
Support accelerated/honors courses			
Other:			

	I do/did it	(name) does/did it	Not done
<b>5. Social and Emotional Guidance and Counseling</b>			
Identify individual social and emotional (S-E) needs			
Coordinate S-E support			
Arrange for or provide consultation for S-E needs			
Provide appropriate college and career counseling			
Other:			
<b>6. Professional Development</b>			
Coordinate in-district gifted professional development (PD)			
Coordinate attendance at gifted conferences and workshops			
Assure all staff understand role addressing student needs			
Continue personal PD regarding giftedness			
Participate in regional GT advocacy/support groups			
Other:			
<b>7. Program Evaluation</b>			
Evaluate district gifted programming			
Coordinate gifted evaluation committee			
Collect evaluation data (including gifted student progress)			
Amend plan as needed			
Set annual goal for improvement			
Share evaluation results with school board			
Other:			
<b>8. Communication</b>			
Coordinate parent/student/staff communications			
Assure all district families receive gifted programming info			
Provide consultation to parents of newly identified students			
Communicate student needs to staff			
Report student progress to parents			
Network with parents and other advocates			
Facilitate parent/staff/administration advisory committee			
Promote district gifted programming in community			
Create/maintain content on school website			
Use social media to promote gifted programming			
Other:			