



**INSTRUCTIONS:**

- 1) Make a copy of this Google Doc
- 2) Complete all cells highlighted in blue
- 3) Rename the Doc to match the title of your proposal
- 4) Submit your copy of the completed Doc to [superintendent@csdecatur.net](mailto:superintendent@csdecatur.net)

# Proposal to Return to In-Person Activity

<b>Submitted by:</b>	Christen Gibbons	<b>Date:</b>	9/21/2020
<b>Title:</b>	Small Group Priority Gifted Assessment <i>for Students Already in Process</i>	<b>School:</b>	All K-12
<b>Brief title this proposal can be referred to as (try to keep to 5 words or less):</b>			
In-Process Priority Gifted Assessment			
<b>Brief description of what is being proposed (try to keep to under 5 sentences):</b>			
<p>Our spring gifted evaluation window was interrupted by the March closure, leaving multiple students in the middle of evaluation. We have also had many students move in from out of state or private schools who have out-of-state gifted records or data but need additional assessment to determine whether or not they meet state criteria for gifted service in Georgia. We would like to proceed with small group testing for these students who are currently already “in process” in relation to gifted evaluation and gifted identification to resolve their cases.</p>			
<b>When do you propose beginning this activity in person, why do you propose that date, and what will the impact be if in-person activity is delayed until after that date?</b>			
<p>We propose starting the small group testing the week of Oct. 12-16. Staff will be back in the buildings at that time so that students could go to their home schools to be evaluated by the school’s gifted specialist, as is the usual evaluation procedure, and in smaller groups. This also allows us time to prepare testing materials, plan for safety procedures, create revised consent forms, and communicate with affected families. If for any reason a Gifted Specialist was unable to assess that school’s group, the District Gifted &amp; Talented Coordinator would assess those students.</p>			
<b>Describe the population of people who will be returning to in-person activities (students, staff, age levels, grades, programs, teams, etc.):</b>		<b>Approximately how many people in each of those groups will be impacted by this proposal (students, staff, volunteers, etc.):</b>	
Christen Gibbons (District Gifted & Talented		Approximate Breakdown:	

<p>Coordinator), Gifted Specialists (school-based), K-12 students <i>who have documentation of being in-process</i> for gifted evaluation or gifted identification.</p>	<ul style="list-style-type: none"> <li>● Clairemont - 1 staff, 4 students</li> <li>● Glennwood - 1 staff, 1 student</li> <li>● Oakhurst - 2 staff, 11 students</li> <li>● Westchester - 1 staff, 8 students</li> <li>● WP - 1-2 staff, 7 students</li> <li>● FAVE - 1-2 staff, 2 students</li> <li>● Talley - 1 staff, 1 student</li> <li>● RMS - 2 staff, 8 students</li> <li>● DHS - 1 staff, 5 students</li> <li>● Wilson - 1 staff</li> </ul>
<p><b>Describe the <u>benefits</u> of returning to in-person for this activity and the <u>risks</u> of <u>NOT</u> returning to in-person:</b></p>	<p><b>Describe the <u>risks</u> of returning to in-person for this activity and the <u>benefits</u> of <u>NOT</u> returning to in-person:</b></p>
<p>These students have already been identified as needing gifted evaluation prior to COVID and have been in-limbo for potential gifted identification. Many of them will qualify for services that they are not currently receiving. Many of these students also have partial data already on file that could expire if we do not complete the remainder of their evaluations soon. We cannot evaluate for gifted eligibility virtually, so we must bring these students in to complete the evaluations.</p>	<p>Risks include very minimal distanced-contact with others.</p> <p>There are no benefits to NOT returning in-person for this small group testing, as we cannot evaluate for gifted eligibility virtually.</p>
<p><b>Describe in detail the protocols, equipment, and other actions that will be implemented to protect the health and safety of the persons involved in this activity:</b></p>	
<p>Only students undergoing assessment will be allowed to enter the building. Parents will be required to wait outside the building or to return when the students are finished. Gifted specialists and students will wear mandatory masks at all times. Testing will occur in large spaces with ample air flow, such as cafeterias, gyms, multipurpose rooms, large classrooms with open windows, etc. Desks and tables will be spaced apart at least 6 feet or more for social distancing. Testing materials will be placed on desks/tables prior to students arriving to ensure that social distancing is maintained. Gifted Specialists will wear gloves to distribute testing materials and to retrieve them. Desks and tables will be wiped down before and after testing sessions. Hand sanitizer will be provided for all to use at entrance and exit.</p> <p>If a Gifted Specialist is unable to assess a group, the District Gifted &amp; Talented Coordinator will assess those students. If multiple Gifted Specialists are unable to assess their groups,</p>	

a larger group of no more than 20 students may be formed for testing at the Wilson Center by the District Gifted & Talented Coordinator using the same safety protocols described above.

**Describe in detail how the above protocols, equipment, and other actions will be monitored to ensure compliance and fidelity of implementation, including who will be responsible for each aspect of monitoring:**

Gifted Specialists will complete and sign safety checklists before and after testing, submitted to Christen Gibbons. Principals will be informed of the process and dates of testing at their schools so that they may visually check for compliance in person in their buildings.

**Will this activity be voluntary, compulsory, or socially compulsory?** If the answers vary by participant (such as students vs. staff), answer separately for each category of people.

**What will happen for those normally involved in this activity if they choose not to participate when it returns to in-person?** (Answer separately for each category of people if applicable.)

Voluntary for students

They will have the option to finish their evaluations at a later date when schools have reopened and students have returned. If they choose to wait, they may have to take portions of the evaluation again if their previous scores have expired.

**Describe in detail any interactions this activity will have with others (such as other teams/clubs within the district, other teams/clubs outside the district, etc.), the risks such interactions would introduce, and how those risks will be mitigated.**

The only risk would be passing by any other staff on campus on the way from the entrance of the building to the testing location. Social distancing can easily be maintained, and anyone in the building should be masked, so risks should be minimal.

**What other information, not already provided above, needs to be shared with the team evaluating this proposal?**

Not only are many of these students not receiving services that they need, but we are not able to claim gifted funding for these students unless they are officially identified, either.

<b>Reviewed by CSD COVID Response Team:</b> K. Beam, C. Burnett, D. Dude, M. Fehrman, L. Huddleston, E. Melton, S. Moore, S. Perez, R. Thomas	<b>Status:</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	<b>Date:</b> 2020-10-05
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