

Procedure for Whole Grade or Subject Acceleration
Olmsted Falls City Schools

- Step 1 Acceleration referral form (Form 1) is completed and turned in to the Gifted Intervention Specialist or Gifted Coordinator. Date received is noted; the Acceleration Committee must complete the process within 45 days of receiving the referral.
- Step 2 Gifted Intervention Specialist/Coordinator gathers information to share with the committee:
- Referral Form, with signature allowing any necessary testing (Form 1)
 - Teacher Rating Form (Form 2)
 - Student Interview (Form 3)
 - Additional test data if needed (for scores that are more than 24 months old on nationally normed and state approved instruments of:
 - Ability
 - Achievement/Criterion Referenced Assessments
 - and Aptitude
- Step 3 A meeting is scheduled to discuss the appropriateness of acceleration for the student. The participants in the meeting may include:
- *The Gifted Intervention Specialist
 - The Gifted Coordinator
 - A current classroom teacher or team member
 - *A teacher at the grade level to which the student may be accelerated.
 - *Parent or guardian of the referred student
 - *Building administrator
 - Guidance Counselor
 - Director of Student Services
- * Indicates required participant
- Step 4 A decision is made regarding acceleration. If appropriate the committee develops a Written Acceleration Plan (WAP) that specifies placement, transition strategies, and an appropriate transition period.
- Step 5 Written notification of the Acceleration Committee's recommendations is distributed to summarize the committee's decision within 30 days of the completion of all evaluations.

Note: The complete Iowa Acceleration Scales process will be completed for students in the process of whole grade acceleration or early entrance to kindergarten or first grade.