
ACCELERATION PROCEDURE (ENR-P002)

WENATCHEE SCHOOL DISTRICT

1.0 SCOPE:

- 1.1 If a student is referred by a parent or teacher for consideration of Acceleration, the following process should be followed.

**The online version of this
procedure is official;
therefore, all printed versions
are unofficial copies.**

2.0 RESPONSIBILITY:

- 2.1 Executive Director of Learning and Teaching

3.0 APPROVAL AUTHORITY:

- 3.1 Enrichment Coordinator

4.0 DEFINITIONS:

- 4.1 CST – Child Study Team [principal, parent(s), Enrichment Coordinator, current teacher, receiving teacher, counselor]
- 4.2 IAS – Iowa Acceleration Scale
- 4.3 SIT – Slossen Intelligence Test
- 4.4 WISC-III – Wechsler Intelligence Scale for Children: Third Edition
- 4.5 WPPSI-R – Wechsler Preschool and Primary Scale of Intelligence-Revised
- 4.6 S-B IV – Stanford-Binet IV

5.0 PROCEDURE:

- 5.1 The completed Request for Acceleration form, ENR-F001, is submitted by the teacher or parent to the Enrichment Coordinator.
 - 5.1.1 Request forms may be obtained online via the District's homepage at <http://home.wsd.wednet.edu> (Pathway: Instructional Departments/ Enrichment/ For Parents and Families: Accelerated/ Early Entrance Application Form). Request forms are also available at the school building location.
- 5.2 The Enrichment Coordinator reviews the request for Acceleration.
 - 5.2.1 The following critical items **cannot** apply to the student.
 - 5.2.1.1 The student would be accelerated into the same grade as an older sibling.
 - 5.2.1.2 The student presently has a sibling in the same grade as he or she.
 - 5.2.1.3 The student indicates that he/she does not want to be whole-grade accelerated.
 - 5.2.2 If any of the critical items apply to the student, Acceleration is not recommended.
 - 5.2.2.1 Parents are informed of the decision and alternative suggestions are made.

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- 5.2.3. If no critical items apply, the Enrichment Coordinator gathers test score data required by the Iowa Acceleration Scale.
- 5.2.4. An ability test (WISC-III, WPPSI-R, or the Stanford-Binet IV) is administered and scored by a school psychologist.
 - 5.2.4.1. Minimum criterion for the WISC-III, WPPSI-R, or the Stanford-Binet IV is one standard deviation above the mean.
- 5.2.5. If necessary, achievement tests in reading and math are administered and scored by the Enrichment Coordinator.
 - 5.2.5.1. Minimum criterion for the achievement levels is the 90th percentile or higher on a grade level test or the 50th percentile or higher on an above-grade level test.
- 5.2.6. If the minimum criteria are not met, acceleration is not recommended. The parent is informed of the test results and alternative suggestions are recommended.
- 5.2.7. If the minimum criteria are met, a Child Study Team meeting is scheduled to review evidence.
- 5.2.8. The Child Study Team members are sent a sample of the IAS form to review prior to the meeting.
 - 5.2.8.1. The Child Study Team meets and completes the IAS form.
- 5.2.9. If the student does not meet the criteria in the IAS form, Acceleration is not recommended. Parents are informed and alternative recommendations are suggested.
- 5.2.10. If the student does meet the criteria in the IAS, the Child Study Team develops an Acceleration plan.
 - 5.2.10.1. The plan is filed in the student's cum record at the building, and a copy, along with other testing data, is retained by the Enrichment Coordinator.
- 5.2.11. Within six to eight weeks following placement, the Enrichment Coordinator contacts the parents and teachers to review the student's progress.
 - 5.2.11.1. If the student is progressing, the current plan is continued.
 - 5.2.11.2. If there are concerns with the student, the Child Study Team will make the necessary modifications to the plan. If no other concerns are raised the current plan continues,

6.0 ASSOCIATED DOCUMENTS:

- 6.1 Iowa Acceleration Scale (IAS) Form
- 6.2 Iowa Acceleration Scale (IAS) Summary and Planning Sheet
- 6.3 Request for Acceleration/Early Entrance Form, ENR-F001

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6.4 Test Data (as referenced in procedure)

6.5 Slossen Intelligence Test

6.6 WISC-III Test

6.7 WPPSI-R Test

6.8 Stanford-Binet IV Test

7.0 RECORD RETENTION TABLE:

| <u>Identification</u> | <u>Storage</u> | <u>Retention</u> | <u>Disposition</u> | <u>Protection</u> |
|--------------------------|--------------------|-----------------------------------|--------------------|---------------------------|
| Summary & Planning Sheet | Student's Cum File | Indefinite (seven years, minimum) | Shred/trash | Fire-proof filing cabinet |
| Test Data | File | Indefinite (seven years, minimum) | Shred/trash | Filing cabinet |

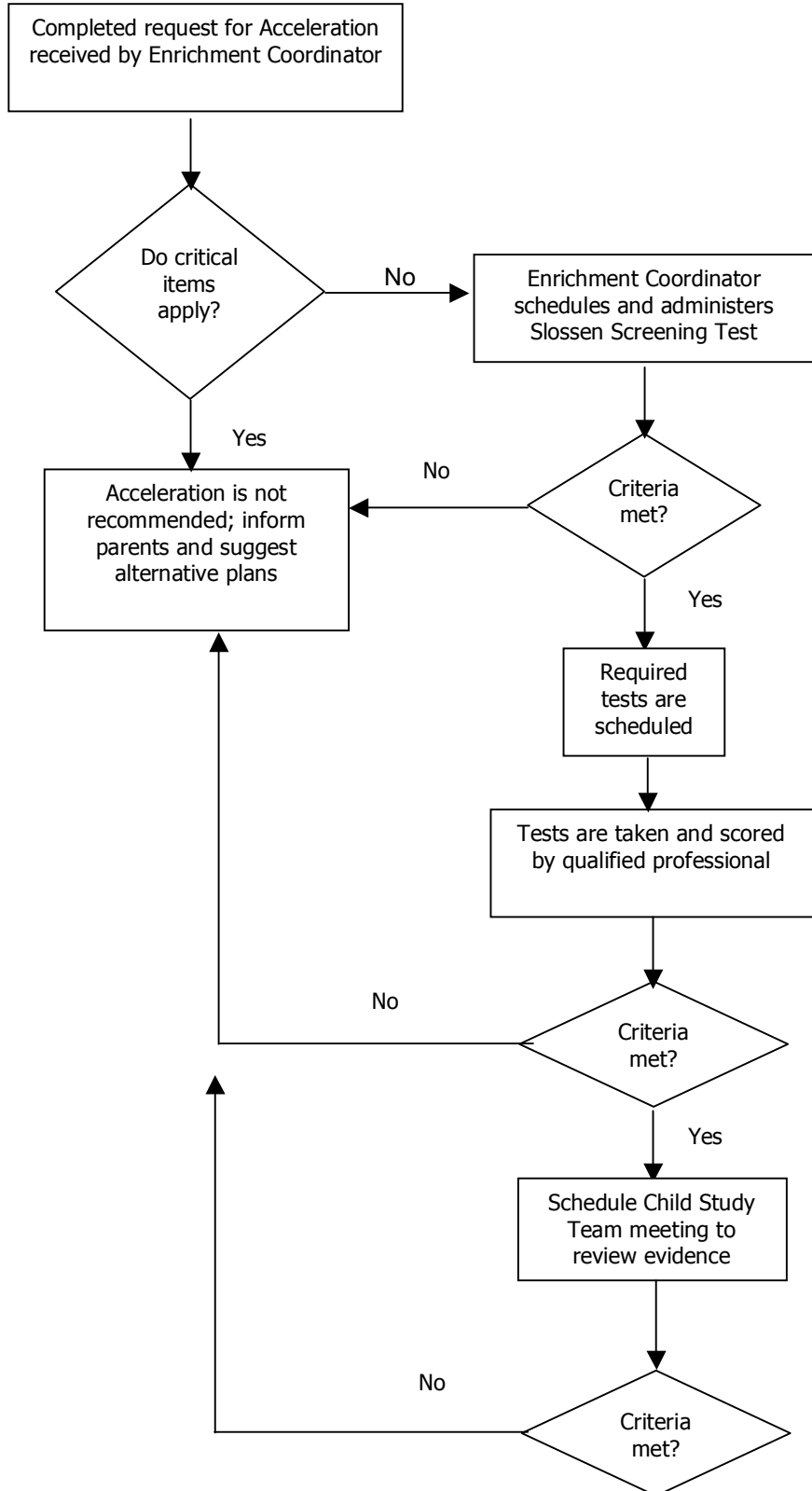
8.0 REVISION HISTORY:

| <u>Date:</u> | <u>Rev:</u> | <u>Description of Revision:</u> |
|--------------|-------------|---|
| 10-Apr-02 | A | Original Release |
| 22-Nov-02 | B | Delete reference to Slossen Oral Reading Test (4.4), clarified testing data in 5.2.3-5.2.7, added tests to Associated Documents |
| 20-Oct-04 | C | Updated 5.2.11 to reflect current practice |
| 04-Nov-05 | D | Added Stanford-Binet IV to Definitions |

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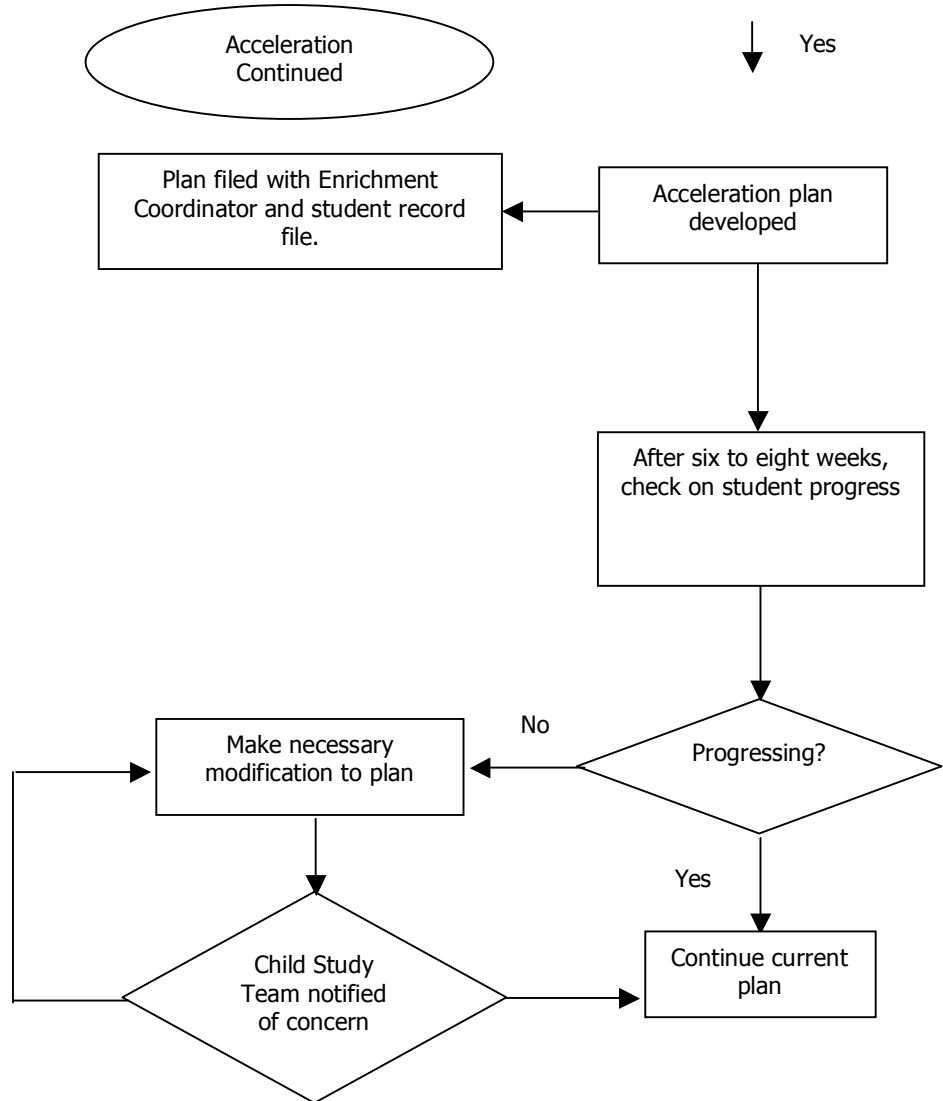
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Exhibit A



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**** End of procedure ****