

**Checklist for Monitoring of Gifted and Talented Educational Programming**  
**Oklahoma State Department of Education**  
**Joy Hofmeister, State Superintendent of Public Instruction**

County \_\_\_\_\_ Year \_\_\_\_\_ School District \_\_\_\_\_

Regional Accreditation Officer \_\_\_\_\_ Submission Date \_\_\_\_\_

For each item listed, the RAO will determine if the district **meets expectation (ME)**, **approaches expectation (AE)**, or **does not meet expectation (DNM)** by writing the appropriate designation on the line provided. For any item with an “AE” designation, an explanation **MUST** be given by the RAO on what is needed to meet expectation. (The RAO may use the back of this page or another page for explanations). Once this checklist is completed, please submit the form **HERE**.

**I. GIFTED EDUCATIONAL PLAN (GEP) WITH BUDGET (70 O.S. 1210.307.C)**

- \_\_\_\_\_ A. The GEP has been updated and submitted to the SDE within the last 5 years.
- \_\_\_\_\_ B. The GT Report with budget summary has been submitted for the current academic year.

**II. GIFTED EDUCATIONAL PLAN IDENTIFICATION AND STUDENT COUNT (70 O.S. 1210.303)**

- \_\_\_\_\_ A. Identification of GT students follows all procedural safeguards as outlined in 210:15-23-2.
- \_\_\_\_\_ B. Percentage of students identified as “Gifted and Talented” for both Category 1 and Category 2 is appropriate based on the total student population.
- \_\_\_\_\_ C. District demonstrates regard for equity and access for all students through multi-criteria identification. (documentation of matrix in GEP)
- \_\_\_\_\_ D. District demonstrates awareness of representation of all demographics of students within GT including race, ethnicity, gender, ELL, 2E, and economically disadvantaged. (see data as documentation)

**III. LOCAL ADVISORY COMMITTEE (70 O.S. 1210.308)**

- \_\_\_\_\_ A. The Committee includes parents and community members who are advocates for gifted education. (committee roster)
- \_\_\_\_\_ B. There are a minimum of three and a maximum of eleven members on the committee. (committee roster)
- \_\_\_\_\_ C. Committee meeting agendas and minutes in accordance with the Oklahoma Open Meetings Act are documented. (documentation) (O.S. 311.5)
- \_\_\_\_\_ D. The Committee assisted in the development of the GEP and/or the development of district goals for gifted education. (minutes)

**IV. PROGRAMMING AND INSTRUCTION (70 O. S. 1210.303.B)**

- \_\_\_\_\_ A. There is evidence that appropriate gifted educational programming, which is modified in pace, breadth, and depth, is provided for each identified gifted student. (documentation)
- \_\_\_\_\_ B. Records of placement decisions and data on all nominated students kept on file for a minimum of five years or for as long as needed for educational decisions. (Must include, but not limited to: written permission to test for individual assessments, written parental approval of program placement decisions, individual student test composite score report)
- \_\_\_\_\_ C. There is evidence that the district’s identification procedures stated in the current approved plan are uniformly implemented. (All schools, elementary and secondary, providing same procedures to all students)
- \_\_\_\_\_ D. There is evidence of multiple programming options which are matched with students’ identified needs and interests. (flexible programming offered at all levels)

**V.PROGRAM PERSONNEL (70 O. S. 1210.306)**

\_\_\_\_\_ A. There is evidence that GT program personnel have participated in inservice training or college training in gifted education. (Verify with documentation)

**VI.GIFTED EXPENDITURES REPORT/OCAS (70 O.S. 1210.307.D)**

\_\_\_\_\_ A. The district properly coded their gifted education expenditures to Program 251 through the Oklahoma Cost Accounting System (OCAS).

\_\_\_\_\_ B. The GT Expenditure Report was submitted AND shows no carryover greater than 15%.

**I hereby certify that the information contained in this program audit is complete & accurate.**

\_\_\_\_\_  
Signature of Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of RAO/State Gifted Director

\_\_\_\_\_  
Date

Explanations for "AE" designation as needed: