

PLACEMENT PROCESS FOR  
GATE IDENTIFIED STUDENTS  
QUALIFIED AS “INTELLECTUALLY GIFTED”  
AND  
REQUESTING THE SELF-CONTAINED GATE PROGRAM

(First Implemented for the 2013-14 school year.)

The District currently maintains four 4<sup>th</sup> grade GATE self-contained classes for students who are identified and qualified under the GATE category of intellectual ability or “intellectually gifted.”

Student Identification and Qualification

Students must qualify for GATE based on the identification and qualifying process outlined in the GATE Master Plan for the category of “intellectually gifted.”

Placement Preference

The District will notify qualified students of their option to request enrollment in a self-contained GATE class. Qualified students must submit a “request for placement” form which includes, but is not limited to, the following information: residence, second, third and fourth class site preferences (in the event that the GATE class closest to the residence is full), and whether they have a sibling already enrolled in a GATE class at a preferred site. (Please note, geography and siblings are preferences the District tries to take into consideration for the convenience of the families; these preferences do not reflect a legal right to a specific location.)

General Selection Process

If more than 128 identified students request placement in the district-wide 4<sup>th</sup> grade GATE self-contained classes, a public random selection process will occur. The public random selection process will result in a placement list and a waiting list. This placement and waiting list will be maintained until March 1 of the following school year for subsequent openings.

Determining Order of Placement

1. All students qualified as “intellectually gifted” who have submitted a request for placement in the GATE self-contained classroom program will be placed in the lottery pool.
2. The placement order list will be generated at a public meeting. For this process, “public meeting” means that district personnel, one teacher representative from the GATE Advisory and one parent representative from the GATE Advisory will meet together to implement the lottery process.

3. Students who are qualified as “intellectually gifted” and who have submitted a “request for placement” form will receive a number which will be hand-written on the request for placement form. Each form will be assigned a number in chronological order beginning with “1.” (For example, if there are 153 requests for placement, each form will receive one number in the range of 1 through 153.)
4. The District will use a true random number service, such as Random.Org, which generates randomness using True Random Number Generators.
5. The numbers on the request for placement form will be submitted into the random number generator by one or more of the people at the public meeting.
6. The random number generator will produce the list for order of placement.
7. The participants at the public meeting will match the number on the list with the student’s “request for placement” form, and create a list of students.
8. The first 128 students on the list will be offered a spot in the GATE self-contained program. All other students will be placed on a wait list following the generated list order.
9. District staff will then begin offering spots in the GATE self-contained program to the 128 students on the list. This process will be as follows:
  - a. District staff will review the first student’s “request for placement” form to determine if the student has siblings in the GATE self-contained program and to determine any site preferences.
  - b. If the student has a sibling currently in fourth or fifth grade in the GATE self-contained program, and the family has requested placement at the same site, the student will be placed at the requested site if space is available. If space is not available, the student will be placed at their second, third or fourth preference as available.
  - c. If the student has a sibling(s) among the 128 selected in the initial list and the family has requested for them to be placed together, those siblings will be placed together if space is available. If space is not available, the sibling will remain on the list in the order originally generated.
  - d. If there are no siblings issues to consider, the student will be placed in the GATE self-contained classroom at the school site closest to the student’s residence.
  - e. If the school site closest to the student’s residence is full, the District will place the student in his/her second preference, unless full. The District will follow this step until all the student’s preferences are considered.
10. Steps as described in number nine (9), above will be repeated for each student on the list in the order generated.
11. Regardless of whether a student is placed in his or her first, second, third or fourth preference, the next student who is randomly chosen cannot bump an already placed student if that next student only identified one choice.
12. After the placement list is determined, District staff will review placements among the 128 students selected in the initial list and may make adjustments between families when mutual agreement exists. For example, if twins are placed at separate sites and the family would prefer to have them together, staff may make adjustments if another family agrees to trade spots at a site.
13. If space is not available for a student at their requested site(s), that student will be placed on the wait list.

14. If a family declines placement, the student will be placed on the wait list.
15. If a space becomes open after the initial placement list is determined, that space will first be offered to students who accepted placement at their second, third, or fourth site preference before going to the waitlist.
16. Students among the 128 that are placed on the waitlist for whatever reason will maintain the same order as originally generated.
17. After steps 15 and 16, above, are completed, if space is still available, students on the wait list will be offered seats in the order originally generated.
18. Any student GATE identified and qualified to seek a GATE self-contained classroom spot after the placement and waiting lists are finalized will be added to the bottom of the wait list by the date he/she qualified.
19. Each March the waiting list will be updated.
20. When implementing these new procedures, unintended or unexpected issues may arise. The District reserves the right to adjust these placement procedures as needed.