

**The Program Renewal Application shall be submitted annually by school administrative units (SAUs) that have an approved Initial Application.**

**All final applications and accompanying approval/non-approval letters and budgets will be posted on the Maine Department of Education's gifted and talented website.**

**DUE by: September 30, 2018**

**RETURN BY EMAIL TO:  
<mailto:GT.DOE@maine.gov>**

School administrative unit name: School Union 93/Brooksville Elementary School

Name and title of person responsible for gifted and talented program:

Dawn McLaughlin

Phone number: (207) 374-9927

Email address: dmclaughlin@schoolunion93.org

**CERTIFICATION:**

The statements made herein are correct to the best of my knowledge and belief.

Mark Hervitt

Superintendent Name (printed)

[Signature]

Superintendent Signature

Date of Initial submission to Maine DOE: 9/14/2018

Date of 1<sup>st</sup> Revision to Maine DOE: 9/26/2018

MH  
Superintendent Initials

Date of 2<sup>nd</sup> Revision to Maine DOE: \_\_\_\_\_

Superintendent Initials

Date of 3<sup>rd</sup> Revision to Maine DOE: \_\_\_\_\_

Superintendent Initials

**FOR INFORMATION CONTACT: [GT.DOE@maine.gov](mailto:GT.DOE@maine.gov)**

Reviewed By: Lee Worcester

Maine DOE Approval: [Signature]

Date of Approval: 11/8/19

**Program Renewal Application**

To maintain program approval status, a school administrative unit (SAU) must annually report any information that represents **Change** (i.e. an alteration, addition, or deletion) to any program category (Maine DOE Chapter 104.14, 1-9) from the reported and approved Initial Application (FY2015-16 or FY2016-17).

For detailed instructions on how to complete the Program Renewal Application, please refer to the Instructions document on the Gifted and Talented website  
<http://www.maine.gov/doe/gifted/programcomponents/forms/index.html>.

1. Provide any changes to the detailed description of the SAU's philosophy for both the gifted and talented academic and arts programs.

NO CHANGE       CHANGE

Describe CHANGE here:

- o Academic program philosophy -

- o Arts program philosophy -

2. Provide any changes to the program abstract for both the academic and arts programs - describe the children to be served and the program(s) to be implemented in the school(s) of the unit.

NO CHANGE       CHANGE

Describe CHANGE here:

- o Academic program abstract -

- o Arts program abstract -

3. Provide a detailed explanation of any changes to the two goals, objectives and activities for the K-12 gifted and talented academic program and two goals, objectives and activities for the K-12 gifted and talented arts program.

NO CHANGE       CHANGE

Describe CHANGE here:

- Academics program goals, objectives, activities -
  
  
  
  
  
  
  
  
  
  
- Arts program goals, objectives, activities -

4. Provide any changes to the description of the identification procedures for general intellectual ability, academic aptitude and artistic ability for each of the following program components: screening, selection and placement. Also, include any changes to the description of the handling of transfer students, exit procedure, appeals procedure and appropriate notifications.

NO CHANGE       CHANGE

Describe CHANGE here:

- General intellectual ability identification -
  
  
  
  
  
  
  
  
  
  
- Specific academic areas identification -
  
  
  
  
  
  
  
  
  
  
- Arts identification -
  
  
  
  
  
  
  
  
  
  
- Transfer students -
  
  
  
  
  
  
  
  
  
  
- Exit procedures -
  
  
  
  
  
  
  
  
  
  
- Appeals procedures -

5. Provide a description, including the name, of the staff development that takes place in order to implement the program(s).

NO CHANGE       CHANGE

Describe CHANGE here:

6. Provide a summary of the management structure including the roles and responsibilities of the professional and auxiliary staff listed below.

NO CHANGE       CHANGE

Describe CHANGE here:

A. Indicate **ALL professional staff** for the K-12 Gifted and Talented Program regardless of whether there has been a change or not.

Name of Staff	690 Endorsement Yes/No	Teacher or Administrator	Grade level	Indicate Full- or Part-Time in GT
Dawn M. McLaughlin	No	Administrator	K-8	Part time

B. Indicate **ALL Auxiliary Staff**: Educational Technician, regardless of whether there has been a change or not

Name of Staff	Role	690 Endorsement Yes/No	Grade level	Name and position of supervisor	Indicate Full- or Part-Time in GT
None- No change					

7. (a.) Indicate any changes to your **Approved Initial application** self- evaluation process.

NO CHANGE

CHANGE

Describe **CHANGE** here:

(b.) Provide a detailed description of the results/effectiveness of the annual program self-evaluation in the academic areas and in the arts regardless of whether or not there has been a change in the program. *(Note: A summation statement on the effectiveness/success of the district's GT program in the academics as well as the arts will suffice.)*

We distribute a teacher survey in the Spring and ask teachers to reflect on the school year, and the activities allowed to students throughout the School year. Teachers are asked what they felt worked and what did not, and their suggestions for wishes and improvements for the following school year.

We distribute a parent survey in the Spring, as well as hold individual ILP meetings with parents and students throughout the year. From the surveys and parent feedback, we are able to ask what parents feel is working, and what is not.

From both of these methods of collecting data, we found that the program is effective as it stands.

(c.) Include how program effectiveness was determined, whether or not there has been a change in the program.

By meeting with parents, teachers, and students, we were able to reflect on the effectiveness of the program, and make adjustments as necessary.

We discuss within these meetings what additional programming may be necessary, and whether or not we all feel the students needs are being met. Principals are also involved in these meetings, and participate in the decisions that are made there.

8. Provide a justification/description of the items included in the proposed budget in number 9. *(Please remember that materials/supplies are to be used for gifted and talented only and are not part of the regular education budget. Field trips must take place during the school day and are for identified students only)*

5% of the Curriculum Coordinator's job description and time is overseeing the and implementation of the Gifted and Talented program.

Materials, books, and supplies are ordered by the Curriculum Coordinator for the program also, as the program determines, whether it be more advanced math books for students, art supplies, or specific sheet music.

The three field trips for Visual Arts students this year were to the Blue Hill Heritage Trust property on Caterpillar Hill for Plein Air Painting, and Nervous Nellie's Sculpture Garden for more sketching,

Portrait lessons with Robert Shetterly at Peninsula Metamorphic Arts in Blue Hill, and a Bowdoin College Art Museum field trip.  
The Honors Music Festival is located in Ellsworth, Maine. The money included in the application is for the registration fee.

9. For those school units requesting approval of *allowable program costs* for State subsidy, please complete the following budget information. Amounts budgeted for the SAUs Gifted and Talented Program must be reported in the NEO financial system as part of the Annual Budget Reporting.

*NOTE: To be approved as an allowable cost for the current school year, all personnel listed below must be appropriately certified/endorsed by the application deadline of September 30.*

**Professional Staff Costs**

Professional Staff Name	Elementary (salary with benefits)	Secondary (salary with benefits)
Dawn M. McLaughlin	5%= \$3500.00	
<b>Subtotal</b>	<b>\$3500.00</b>	

**Auxiliary Staff Costs**

Auxiliary Staff Name	Elementary (salary with benefits)	Secondary (salary with benefits)
<b>Subtotal</b>		

**Independent Contractor Costs**

Independent Contractor Name	Area of expertise	Elementary (contract amount)	Secondary (contract amount)

<b>Subtotal</b>			

Please list individual product names and costs associated with the district's Gifted and Talented Program.

**A. Educational Materials and Supplies:**

Elementary: Name of Material/Supply	Cost	Secondary: Name of Material/Supply	Cost
Art Supplies for the three trips a year for Visual Arts students: paper, markers, pencils, drawing materials, binding materials, glue, scissors, cardboard, paints, watercolors.	\$300.00		
<b>Subtotal</b>	<b>300.00</b>	<b>Subtotal</b>	

**B. Other allowable costs (i.e. field trips, student fees, membership):**

Elementary: Item name	Cost	Secondary: Item name	Cost
Honors Music Festival Attendance	150.00		
<b>Subtotal</b>	<b>150.00</b>	<b>Subtotal</b>	

**C. Student Tuition (i.e. regional programs/ computer programs, college courses in identified area):**

Elementary: Program name	Cost	Secondary: Program name	Cost
N/A			
<b>Subtotal</b>		<b>Subtotal</b>	

**D. Staff Tuition/Professional Development:**

Elementary: Course/Workshop Title	Cost	Secondary: Course/Workshop Title	Cost

