

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: Milford School Department

Name and title of person responsible for gifted and talented program:  
Patricia L. Clark

Phone number: (207) 735-4232, ext.102

Email address: tclark@milfordsd.org

**CERTIFICATION: 040**

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

*Given verbal permission  
9/28/18 2:12pm*

James Underwood  
Superintendent Name (printed)

James Underwood PLC  
Superintendent Signature

Date of Initial submission to Maine DOE: September 30th

Date of 1<sup>st</sup> Revision to Maine DOE: 1/14/18

V.U.  
Superintendent Initials

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

\_\_\_\_\_  
Superintendent Initials

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

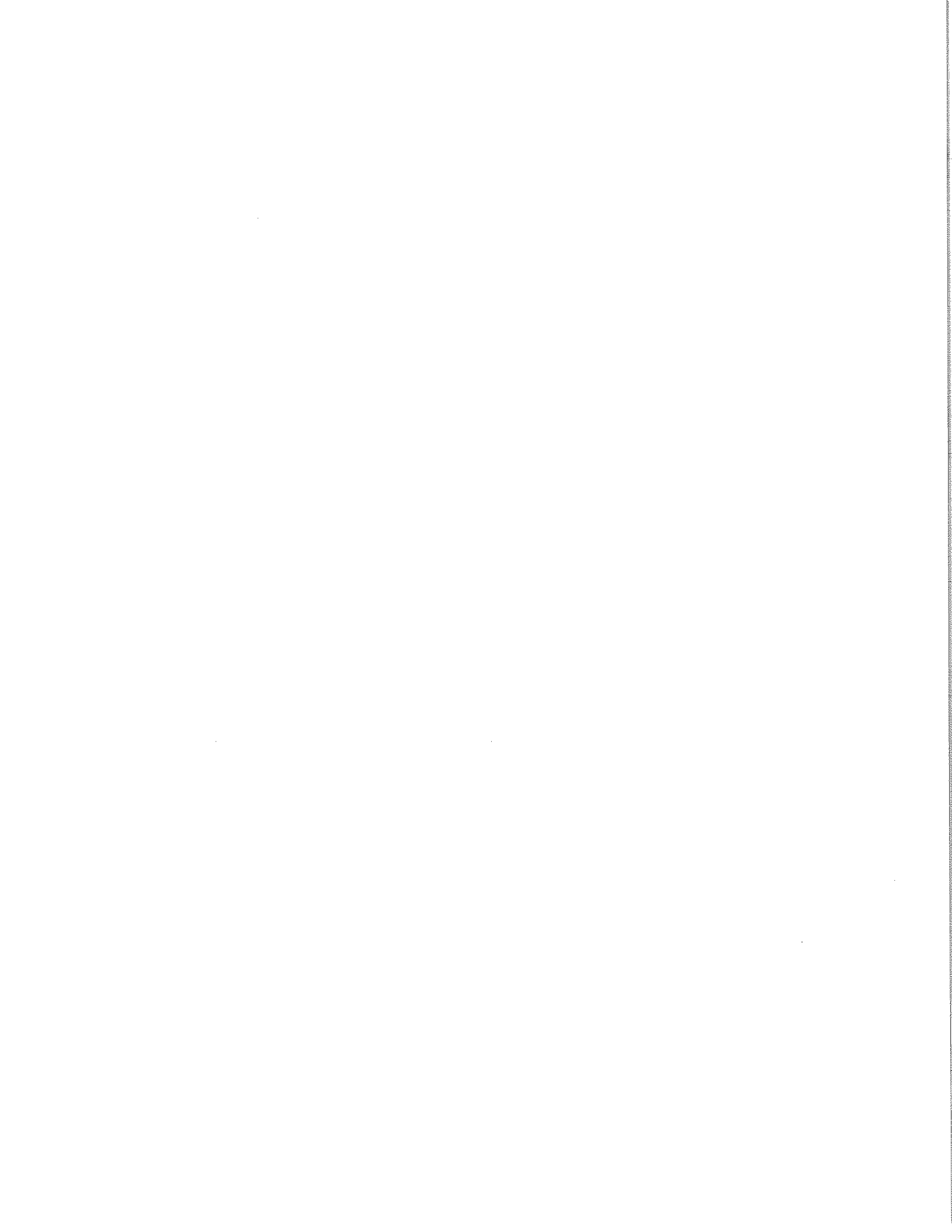
\_\_\_\_\_  
Superintendent Initials

**FOR INFORMATION CONTACT: GT.DOE@maine.gov**

Reviewed By: Lee Worcester

Maine DOE Approval: [Signature]

Date of Approval: 2/16/19



### ***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:

- o Academics program goals, objectives, activities -
  
- o 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
Patricia L. Clark	NO	Administrator	PK-8	PT
Ashley Curtis	Waiver	Teacher	PK-8	PT

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

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.)

Last year Superintendent Underwood's contract was for one day a week. Trish Clark (Principal) was in her first year as Principal. Prior to last year, she had been the Assistant Principal for 5 years. In that time, there have been 4 Superintendents, 3 Principals, and 4 Special Education Directors which does not include the ½ year that Trish Clark served as Interim Special Education Director. The support for GT has not been the program that it was when our former Gifted and Talented Coordinator, Jessica Corkum was here. Since last year, there has been a push to get a Chapter 104 certified person in the classroom with students. Ashley Curtis, our art teacher, has been taking courses since early summer to gain her full certification. Parent feedback highlights that parents are invested in the programing and would like to see more opportunities for acceleration and enrichment for our students. They want communication to be better throughout the process. Given that, Trish Clark and Ashley Curtis have been meeting bi-weekly to reign in the process and begin to rebuild its effectiveness in implementation. Additionally, we have begun committee work to address several areas of our school and its functionality. PBIS, Curriculum, Evaluation and Literacy teams have been started this fall with the target of aligning all school processes.

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

Student progress is evaluated on a trimester/quarter basis as a part of the regular school reporting system. The GT team will meet three times throughout the year to assess the program, student performance based on available assessment data, how teachers are doing with workshop model and differentiation , and what needs parents may have. In addition, the GT team will meet yearly to measure progress toward established goals and set new improvement goals based on program evaluation. This annual program self-evaluation process will include the following:

- \*a review of the program abstract, philosophy, and definition of giftedness
- \*an evaluation of program goals, objectives, and activities
- \*a review of screening, selection and placement procedures and policies
- \*a review of staffing and management

- \*a review of professional development needs and opportunities
- \*a review of GT budget and allowable costs

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)

Items outlined in the following are the result of our administrative plan to differentiate and accelerate all GT students while also introducing enrichment strategies and content to the classroom. There may also be additional costs of individualized programming, assessments, specialized materials for art and music or online individualized curriculum. Accelerated reading books will continue to challenge our GT students utilizing an expanded range of quality texts with higher levels of complexity.

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)
Patricia Clark	5,000	
Ashley Curtis	8,625	
<b>Subtotal</b>	<b>13,625.00</b>	

**Auxiliary Staff Costs**

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

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
Scholastic Arts Magazine	49.50		
Accelerated Reading Books (Permabound, 900+ Lexile) Ten True Tales Titanic Young Survivors- Allen Zullo, The 57 Bus- Dashka Slater, A Storm too Soon- Michael J. Tougias, Bomb- Steve Sheinkin ( @10 copies each)	200.00		
Art Supplies (Specialized items that are not used in the regular classroom: Prismacolor Pencils, Sculpting Supplies)	200.00		
<b>Subtotal</b>	<b>449.50</b>	<b>Subtotal</b>	

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

Elementary: Item name	Cost	Secondary: Item name	Cost
MEGAT Conference 2 People	175.00		
MMA/AMC Math Competition	88.00		

Scholastic Writing Contest	50.00		
iXL Class License (to be utilized as enrichment for GT- 2 class licenses)	400.00		
Scripps Spelling Bee	150.00		
<b>Subtotal</b>	<b>863.00</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
<b>Subtotal</b>		<b>Subtotal</b>	

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

Elementary: Course/Workshop Title	Cost	Secondary: Course/Workshop Title	Cost
GT Coursework SED 666: Models in Education of the Gifted (USM), Tapping the Talent: Working with Students Who Are Gifted and Growing Gifts: Socio-Emotional Needs of Gifted Students (Learners Edge)	3,981.00		
<b>Subtotal</b>	<b>3,981.00</b>	<b>Subtotal</b>	

**E. Totals**

Subtotals from charts above	Elementary Costs:	Secondary Costs:
Professional Staff	13,625.00	
Auxiliary Staff		
Independent Contractors		
A. Materials/Supplies	449.50	
B. Other Allowable Costs	863.00	
C. Student Tuition		
D. Staff Tuition/PD	3,981.00	
<b>Total</b>	<b>18,918.50</b>	