

**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, 2017**

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

School administrative unit name: Yarmouth School Department

Name and title of person responsible for gifted and talented program:  
Jodi McGuire, Director of Instructional Support

Phone number: 207-846-5586

Email address: Jodi\_mcguire@yarmouthschools.org

**CERTIFICATION:**

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

Andrew P. Doulloff, PhD  
Superintendent Name (printed)

[Signature]  
Superintendent Signature

Date of Initial submission to Maine DOE: 9/29/17

Date of 1<sup>st</sup> Revision to Maine DOE: \_\_\_\_\_

\_\_\_\_\_  
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: \_\_\_\_\_

Maine DOE Approval: [Signature]

Date of Approval: 12/15/17

### **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:

- Academic program philosophy -

- 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:

- Academic program abstract -

- 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 any changes to the description of the responsibilities of the professional and auxiliary staff listed below.

A. Indicate the professional staff for the K-12 Gifted and Talented Program.

| Name of Staff   | 690 Endorsement Yes/No | Teacher or Administrator | Grade level | Indicate Full- or Part-Time in GT |
|-----------------|------------------------|--------------------------|-------------|-----------------------------------|
| Bob Gross       | Yes                    | Teacher                  | K-12        | Full Time                         |
| Charlotte Agell | Yes                    | Teacher                  | K-12        | Part Time                         |
| Jodi McGuire    | No                     | Administrator            | K-12        | Part Time                         |
|                 |                        |                          |             |                                   |
|                 |                        |                          |             |                                   |
|                 |                        |                          |             |                                   |
|                 |                        |                          |             |                                   |

B. Indicate the Auxiliary Staff: Educational Technician

| 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.  
*(Note: A summation statement on the effectiveness/success of the district's GT program in the academics as well as the arts will suffice.)*

Identification remains at 5%. Identification tools continue to work well with teacher recommendation a strong component. To identify underrepresented populations, we collaborate with special education and English Language Learner case managers. Twice exceptional students have the same opportunities as other students. Students are challenged through direct instruction in small groups, independent studies and via classroom teacher and GT teacher consultation to enhance/extend classroom assignments/projects.. Our programs align with our philosophy that a focus on social emotional needs of the GT population is crucial. Student feedback indicates a high satisfaction with programming. Both GT teachers have extensive coursework in gifted education and are committed to ongoing professional development. GT teachers work hard to educate parents, other staff, and administrators regarding the needs of gifted students. Self-evaluation and reflection continues to be ongoing.

- (c.) Include how program effectiveness was determined.

The K-12 GT Program in Yarmouth is evaluated yearly through student, parent, and teacher surveys, as well as formative assessments and product assessments to identify whether there is mastery of concepts. We provide collaborative challenges that meet the emotional and academic needs of students (as evidenced by our high student/parent satisfaction rate on yearly surveys). Our district administrators are involved regular goal setting and meet at regular intervals with the GT staff.

8. Provide a justification/description of the items included in the proposed budget in number 9.

The costs associated with GT programming include staff salary and benefits, staff professional development, as well as supplies and materials. We have 1.8 teachers who provide some direct services and consultative services through grades K-12.

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 (New Educational Onotology) 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<br>(salary with benefits) | Secondary<br>(salary with benefits) |
|-------------------------|--------------------------------------|-------------------------------------|
| Charlotte Agell         | 61,444.50                            | 20,481.50                           |
| Bob Gross               | 52,644.75                            | 17,548.25                           |
|                         |                                      |                                     |
|                         |                                      |                                     |
|                         |                                      |                                     |
|                         |                                      |                                     |
|                         |                                      |                                     |
| <b>Subtotal</b>         | 114,089.25                           | 38,029.75                           |

**Auxiliary Staff Costs**

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

**Independent Contractor Costs**

| Independent Contractor Name | Area of expertise | Elementary<br>(contract amount) | Secondary<br>(contract amount) |
|-----------------------------|-------------------|---------------------------------|--------------------------------|
|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
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|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
|                             |                   |                                 |                                |
| <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         |
|---|---------------|---|--------------|
| Marbles, multipurpose                                 | \$28.70       | ArtX supplies (watercolors and brushes, for starters. | \$35.00      |
| ArtX supplies (watercolors and brushes, for starters. | \$35.00       |   |              |
| Quick chess games                                     | \$32.00       | Quick chess games                                     | \$32.00      |
| 10 solar model cars                                   | \$165.00      |   |              |
|   |               |   |              |
|   |               |   |              |
|   |               |   |              |
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|   |               |   |              |
|   |               |   |              |
|   |               |   |              |
|   |               |   |              |
| <b>Subtotal</b>                                       | <b>260.70</b> | <b>Subtotal</b>                                       | <b>67.00</b> |

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

| Elementary: Item name | Cost | Secondary: Item name | Cost |
|-----------------------|------|----------------------|------|
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
|                       |      |                      |      |
| <b>Subtotal</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  |
|-----------------------------------|-------|----------------------------------|-------|
| MEGAT Conference/Dues             | \$175 | MEGAT Conference/Dues            | \$175 |
| SENG Membership                   | \$45  | SENG Membership                  | \$45  |

|                 |              |                 |              |
|-----------------|--------------|-----------------|--------------|
| SENGinar        | \$30         | SENGinar        | \$30         |
|                 |              |                 |              |
|                 |              |                 |              |
|                 |              |                 |              |
| <b>Subtotal</b> | <b>\$200</b> | <b>Subtotal</b> | <b>\$200</b> |



**E. Totals**

| <b>Subtotals from charts above</b> | <b>Elementary Costs:</b> | <b>Secondary Costs:</b> |
|------------------------------------|--------------------------|-------------------------|
| <b>Professional Staff</b>          | \$114,089.25             | \$38,029.75             |
| <b>Auxiliary Staff</b>             |                          |                         |
| <b>Independent Contractors</b>     |                          |                         |
| <b>A. Materials/Supplies</b>       | \$260.70                 | \$67.00                 |
| <b>B. Other Allowable Costs</b>    | \$200.00                 | \$200.00                |
| <b>C. Student Tuition</b>          |                          |                         |
| <b>D. Staff Tuition/PD</b>         |                          |                         |
| <b>Total</b>                       | \$114,549.95             | \$38,296.75             |