

**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: Eastport School Department

Name and title of person responsible for gifted and talented program:  
Melissa Mitchell, English and Latin Teacher/GT Coordinator

Phone number: 207-853-6254

Email address: [mmitchell@shead.org](mailto:mmitchell@shead.org)

**CERTIFICATION:**

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

Karen Mitchell Johnson  
Superintendent Name (printed)

Karen Mitchell Johnson  
Superintendent Signature

Date of Initial submission to Maine DOE: 9/28/17

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: \_\_\_\_\_

Date of Approval: \_\_\_\_\_

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*11/21/17*

**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:

- 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:

- o General intellectual ability identification -
  
  
  
  
  
  
  
  
  
  
- o Specific academic areas identification -
  
  
  
  
  
  
  
  
  
  
- o Arts identification -
  
  
  
  
  
  
  
  
  
  
- o Transfer students -

- o Exit procedures -
- o 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
Melissa Mitchell	Y	Teacher	K-12	PT

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.)

The teacher of the Gifted and Talented students will assess individual student's progress four times a year as part of the school progress report.

The GT Coordinator/Teacher met with the Response to Intervention teams at both schools; the principal; the guidance counselor; and other teachers. During these meetings, student cases were reviewed and service plans were created or altered to meet the student's individual needs. As a result of these meetings, the GT Coordinator/Teacher also met with the schools' Leadership Team and offered professional development to all staff and faculty on the needs of gifted students. All students met their learning goals in both the academics and the arts.

(c.) Include how program effectiveness was determined.

The teacher of the Gifted and Talented students meets with parents and students twice annually apart of the school's student, parent, and teacher conferences.

The GT Coordinator/Teacher met with parents and students as part of the parent teacher conference schedule. Meetings with all involved parties were also held at the end of the school year. Parents/guardians are encouraged to maintain contact on an as needed basis with the GT Coordinator. All parties discussed student needs and the services being provided to meet those needs; the GT coordinator and classroom teachers helped each identified student meet their learning goals in both academics and the arts. As a result of those discussions, alternative assessment types are being reviewed for inclusion in the schools' identification process. Additional programming opportunities are also being explored to provide more individualized attention to the needs of the GT students.

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

The bulk of the cost of the program is to provide 12% of the salary for the teacher/program coordinator. Other costs include online differentiated/enrichment programming (Renzulli Learning) for elementary GT students, and tuition (online course) and professional development (NECGT and NAGC Webinar on Wednesdays) opportunities for the GT Coordinator and the faculty at both Eastport Elementary School and Shead High School.

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 (salary with benefits)	Secondary (salary with benefits)
Melissa Mitchell		4500
		394 (benefits)
<b>Subtotal</b>		4894

**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
<b>Subtotal</b>		<b>Subtotal</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
Renzulli Learning	400	Partial tuition for Academ-e/ Early College University Courses for 2 GT students (English 101 and Psychology 101).	550
<b>Subtotal</b>	<b>400</b>	<b>Subtotal</b>	<b>550</b>

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

Elementary: Course/Workshop Title	Cost	Secondary: Course/ Workshop Title	Cost
		New England Conference for the Gifted and Talented	400
		Staff Development (NAGC Webinar on Wednesdays/ ELearning Series)	300
		GT University Course (SED 532 Developing and Implementing Programs for Learners Who Are Gifted)	1300
<b>Subtotal</b>		<b>Subtotal</b>	<b>2000</b>

**E. Totals**

Subtotals from charts above	Elementary Costs:	Secondary Costs:
Professional Staff		4894
Auxiliary Staff		
Independent Contractors		
A. Materials/Supplies		
B. Other Allowable Costs		
C. Student Tuition	400	550
D. Staff Tuition/PD		2000
<b>Total</b>	400	7444