

*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: MSAD #13/RSU 83

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

Melissa Lyons-Vitalone, Special Education Director

Phone number: (207)672-5500

Email address: melissa.lyons-vitalone@sad13.org

**CERTIFICATION:**

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

Virginia Rebar  
Superintendent Name (printed)

Virginia Rebar  
Superintendent Signature

Date of Initial submission to Maine DOE: 9/27/17

Date of 1<sup>st</sup> Revision to Maine DOE: 12/1/18

VR  
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:** \_\_\_\_\_

**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 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 Lyons-Vitalone	No	Administrator	Pk-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.)*

A review of educational assessment data indicated that although our identified G/T students performed remarkably well, there is a clear conclusion that more emphasis on the actualization of their personalized learning plans would have allowed them to reach higher proximity to their potential. We are working to expand staff time dedicated to availing GT students more monitoring and direction with their progress regarding PLP's and projects to make the program more effective. A lack of oversight has led to ineffective implementation of the 2016-2017 approved G/T program. To that end, we have assigned our Special Education Director the responsibility of overseeing this program implementation. Teachers will be incentivized with a proportionate measure of allotted amounts for each cost center as our G/T program as described herein is implemented. There are 10 students in the program which accounts for the 5% of identified gifted and talented students for the district. Each case manager will receive a stipend of \$272 from the regular district budget per student they are managing which affords them the time needed to develop and implement PLPs. Also, the Special Education Director's role has been expanded from 3/5 to 5/5. The additional two days are dedicated to data management and gifted and talented program oversight. These measures have been engineered to better serve the needs of our gifted and talented population both in the academic area and the visual and performing arts.

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

Qualitative interviews of previous gifted and talented coordinators identified the biggest barrier to full program implementation as a lack of time and resources needed to serve this population when added to their already full time responsibilities. Quite simply, personalized learning plans to a large extent, were not developed as we reviewed each student's program for the 2016-17 school year.

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

Total cost projections will cover supplies needed for students needed for students to realize their actual Personalized Learning Plans. Examples include: plywood, electrical supplies, software, robotic supplies, electronic devices, program applications, field trips, job shadowing experiences, webinars and virtual experiences. The above materials will be utilized to help students acquire and demonstrate new learning as outlined in their personalized learning plans.

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 Lyons-Vitalone	\$1497	\$1497
<b>Subtotal</b>	\$1497	\$1497

**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
Instructional Supplies	\$600		\$400
Technology Related Supplies	\$150		\$50
<b>Subtotal</b>	<b>\$750</b>	<b>Subtotal</b>	<b>\$450</b>

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

Elementary: Item name	Cost	Secondary: Item name	Cost
Mileage for travel to attend G/T workshops	\$75		\$25
<b>Subtotal</b>	<b>\$75</b>	<b>Subtotal</b>	<b>\$25</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
<b>Subtotal</b>		<b>Subtotal</b>	

**E. Totals**

Subtotals from charts above	Elementary Costs:	Secondary Costs:
Professional Staff	\$1497	\$1497
Auxiliary Staff		
Independent Contractors		
A. Materials/Supplies	\$750	\$450
B. Other Allowable Costs	\$75	\$25
C. Student Tuition		
D. Staff Tuition/PD		
<b>Total</b>	<b>\$2322</b>	<b>\$1972</b>