

The Advisory Bulletin

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May 17, 2012

Volume XVII Number 36

Published weekly by the
Communications Department

**Bakersfield City School District
The Advisory Bulletin**

To: ALL EMPLOYEES	Date: May 17, 2012	No. 120636
Subject: JOB OPPORTUNITIES		
Prepared By: Mary Helen Donez, Employment Supervisor, Personnel Services		
Approved By: Christine Cornejo, Director, Classified Personnel		Page 1 of 1

CLASSIFIED

INTERPRETER FOR THE DEAF, 6 HR.

\$1,901 - \$2,307 per month

OPEN UNTIL FILLED

LICENSED VOCATIONAL NURSE, 3.5 HR.

\$1,327 - \$1,613 per month

OPEN UNTIL FILLED

SCHOOL BUS DRIVER

Eight hour equivalent: \$2,200 - \$2,675 per month

(Prorated salary based on hours worked)

OPEN UNTIL FILLED

SCHOOL SECRETARY

\$2,478 - \$3,009 per month

CLOSING: May 23, 2012

MANAGEMENT

DIRECTOR, MAINTENANCE & OPERATIONS

\$105,469 - \$127,172 annually (223 days)

CLOSING: May 23, 2012

Details and application can be accessed from any internet connected computer:

Visit our web page at: <http://www.bcsd.com>

Bakersfield City School District
The Advisory Bulletin

To: All Employees	Date: May 17, 2012	No. 120637
Subject: June Time Sheets		
Prepared By: Sheryl Harris, Payroll Supervisor, Fiscal Services		
Reviewed By: Sherry Gladin, Director, Fiscal Services		
Approved By: Steve McClain, Chief Business Official		Page 1 of 1

June Time Sheets

On Wednesday, June 6, 2012, all time sheets will be picked up from school sites by the courier service. The schedule normally utilized on pay dates will be in effect.

Schools: Please post custodian absences and overtime up to June 7, 2012. Maintenance & Operations will post custodian absences and overtime from June 8, 2012 thru August 5, 2012.

Any departments with 10 and 11 month employees should run their final time sheets on Wednesday, June 6, 2012 and submit to payroll.

All remaining departments should submit their time sheets on Thursday, June 28, 2012.

If you have any questions, please call Sheryl Harris at Ext. 14700.

Bakersfield City School District
The Advisory Bulletin

To: All Employees	Date: May 17, 2012	No. 120638
Subject: June Pay Warrant Disbursements		
Prepared By: Sheryl Harris, Payroll Supervisor, Fiscal Services		
Reviewed By: Sherry Gladin, Director, Fiscal Services		
Approved By: Steve McClain, Chief Business Official		Page 1 of 1

June Pay Warrant Disbursements

Pay warrants and direct deposit pay stubs will be available for pick-up on **Friday, June 29, 2012**. Disbursements will take place at the **Education Center back parking lot** next to the Migrant Education Office (on Niles Street) between 8:00 a.m. to 11:00 a.m.

Any warrants not picked up will be held in the payroll office and available for pick-up Monday – Thursday from 7:00 a.m. to 5:00 p.m. starting July 2, 2012.

Pay stubs for employees who have direct deposit will be mailed July 2, 2012 after 2 p.m.

TEAM CUSTODIAN, BUS DRIVER AND BUS MONITOR warrants and pay stubs will be available on **Friday, June 29, 2012 after 9:00 a.m. at Maintenance & Operations or Transportation**. Site Custodian warrants and pay stubs will be available at the Education Center back parking lot. If you have any questions, please contact:

Bus Drivers/Bus Monitors – Bill Ross at 631-5880
Custodians – Art Arriola at 631-5586

ED CENTER DEPARTMENTS may pick up any remaining pay warrants and direct deposit stubs in the Payroll Department July 2, 2012.

If you wish to have another individual pick up your warrant or pay stub, be sure to give that individual a note of authorization, signed by you, to be presented at the time your warrant is picked up.

Bakersfield City School District
The Advisory Bulletin

To: All Employees	Date: May 17, 2012	No. 120639
Subject: 2012/2013 Employee Health Benefits Open Enrollment		
Prepared By: Sandra Keene, Health Benefits Supervisor		
Approved By: Steve McClain, Chief Business Official		Page 1 of 1

**Open Enrollment for the 2012-2013 Employee
Benefit package will be August 1, 2012 thru
August 30, 2012.**

If you are an employee interested in signing up for Health Benefits, needing to add a dependent or wanting to make a change in your Dental plan this is the only time you can make these changes.

The only exceptions are newborns, marriages, adoptions, loss of coverage thru another source, or change in your position with the District. You must provide a copy of proof for these events.

You can find plan information, rates, and enrollment forms on the BCSD website.

www.bcsd.com/healthbenefits

Any changes made are effective October 1, 2012.

Additional plan information and updated rates will be available at a later time and posted in the weekly TAB.

Enjoy your summer!

Bakersfield City School District
The Advisory Bulletin

To: ALL EMPLOYEES	Date: May 17, 2012	No. 120640
Subject: BCSD HALL OF FAME – GALA TICKETS ON SALE		
Prepared By: Steve Gabbitas, Communications/Community Partnerships		
Approved By: Dr. Evellyn Elizondo, Research and Evaluation	Page 1 of 1	

TICKETS ON SALE NOW!



**HALL OF FAME
GALA**

2012 Inductees:

**Dr. Raymond J. Gonzales
Mike Maggard
Michael Stewart
Dolores (Dee) Whitley
Milton M. Younger**

Friday, June 1, 2012

Double Tree Hotel

6:30 PM Social • 7:00 PM Dinner

\$50 per person

Tickets available at the Community Partnerships Office at the Education Center

If you have any questions, please call Margaret Cross
at 631-4893 or contact by email at crossm@bcسد.com

To: All Employees	Date: May 17, 2012	No. 120641
Subject: Employee Wellness – Skin Cancer Awareness		
Prepared By: Debbie Wood, Coordinator, School Health & Neighborhood Support Programs		
Approved By: Randall Ranes, Director, Instructional Support Services Division		Page 1 of 1

Skin Cancer Awareness

**SKIN CANCER IS THE MOST COMMON,
YET THE MOST PREVENTABLE FORM OF CANCER.**

Learn about:

- 1. Common risk factors.**
- 2. Warning signs.**
- 3. How to prevent this growing problem.**

**Thursday, May 24, 2012
Rafer Johnson Center
1001 10th Street
Bakersfield, CA
3:30 p.m.**



This class is presented by Sean Kenny from Dignity Health, Community Wellness Program, Mercy and Memorial Hospitals.

Door prizes provided by Dignity Health.

To sign up, please call School Health at 631-5895. For more information, visit us at [http://www.bcsd.com/bcsdhealth/stories/storyReader\\$109](http://www.bcsd.com/bcsdhealth/stories/storyReader$109)

Bakersfield City School District
The Advisory Bulletin

To: All Users of Electronic Ordering for 2012/13	Date: May 17, 2012	No. 120642
Subject: ORDERING PROCEDURES FOR 2012/13 – Effective May 17, 2012		
Prepared By: Tom J. Ross, Director, Stores and Purchasing		
Approved By: Steve McClain, Chief Business Official		Page 1 of 1

ELECTRONIC PURCHASE REQUISITIONS FOR 2012/2013 SCHOOL YEAR

Please read carefully -- Effective May 17, 2012

KEA MAINFRAME

Using “**Option 90 - PURCHASE REQUISITIONS FOR NEXT YEAR**” on the Business System Menu, you may now begin to enter purchase order requisitions to encumber money for the new school year. By selecting this option, the program automatically changes to the 2013 school year so that you can enter your KEA requisition in next year’s file and then returns you to the 2012 school year when you exit to return to the regular Business System Menu.

Please Note: **Information Technology** requires you to fill out and complete the “**Authorization for Electronic Ordering**” forms prior to any KEA transactions in the 12/13 school year. These forms may be found under option 11A and 11B in the Business Menu on the KEA mainframe. You may submit these forms to Information Technology via fax. If you have any questions regarding data entry for 2013 purchase order requisitions, please call Information Technology, ext. 14848.

ON-LINE ORDERING 2012/13 (*Office Depot, School Specialty, Southwest School Supply, & Stinson’s*)

- Effective 05-17-12 - Create your KEA requisition(s) to encumber money for on-line ordering in school year 2012/13.
- Effective 06-01-12 - Type on-line orders (in 12/13 yr.) - ***Indicate delivery date*** (no direct ship deliveries to schools before office staff is on duty).
- ***School Specialty orders*** - enter order on-line and send KEA requisition (in 12/13 yr.) with a copy of the order to Purchasing.
- Effective 07-01-12 - Purchasing will begin forwarding on-line orders to companies as appropriate.

STORE STOCK ORDERS FOR 2012/13 SCHOOL YEAR

Continue entering your store stock requisitions using the regular Business System Menu in the ‘12 school year, however, be sure to enter the date field “**NEEDED**” as **07/01/12**, this will identify the order as being for the new school year. These all need to be entered and “sent” on or before June 3, 2012.

Also, remember for both types of requisitions to “electronically send” them, otherwise we will not be able to fill your orders.

If you have any questions regarding store stock, please call the warehouse office at ext. 14727.
If you have questions regarding on-line ordering call the Purchasing office at ext. 14716.

**** Thank you for your cooperation in following these procedures ****

Bakersfield City School District
The Advisory Bulletin

To: All Users of Electronic Ordering for 2012/2013	Date: May 17, 2012	No. 120643
Subject: Procedure for Completing Purchasing Department Work Orders		
Prepared By: Tom J. Ross, Director, Stores and Purchasing		
Approved By: Steve McClain, Chief Business Official		Page 1 of 1

Procedure for Completing Purchasing Department Work Orders

A. Musical Instrument Repairs

- These are requested using the district's on-line musical instrument repair procedure.
- Instrument cases and bows that need to be replaced are ordered from account 01-0000-0-1110-1000-4300-site-00 as well as any other music supplies.

B. Regular Equipment Repairs (*other than music*)

When requesting equipment repairs, use the district's on-line work order program. List only **one** (1) piece of equipment per work order requisition with the following information:

1. The equipment property number
2. A brief description of what's wrong with the equipment
3. If it is for categorical funds, include the correct budget classification

C. Miscellaneous Items

Walkie-Talkie repairs continue to be requested using the on-line system - remember to **include the property number - very important.**

1. Before bringing in your units each one must be labeled with the school name, masking tape is the recommended method. (This also includes the accessories, i.e.: chargers, adapters, etc.)
2. When the work order has been entered on-line and the units are each labeled, print a hard copy of the work order, and hand deliver them to the Purchasing office.

Paper cutters that have a single digit model number are no longer repaired or sharpened per O.S.H.A. (the model number is cast into the handle of the paper cutter). Please budget accordingly (supply budget) and place your orders early so Purchasing can process them and have the new ones in your school, if needed, by August.

If you have any questions, please contact the Purchasing office at 14712.

**Bakersfield City School District
The Advisory Bulletin**

To: Department Heads, Principals	May 17, 2012	No. 120644
Subject: NOTIFICATION OF REASONABLE ASSURANCE		
Prepared By: Donell Whiting, Personnel Services		
Approved By: Christine Cornejo, Director-Classified Personnel		Page 1 of 1

The Unemployment Insurance Code requires school districts to give notice of reasonable assurance of reemployment to classified employees who do not perform services between academic years or terms.

Forthcoming under separate cover are "Notification of Reasonable Assurance" letters, individually addressed to ten and eleven month employees assigned to your site. Please distribute these letters no later than May 21, 2012.

If you have any questions regarding these notices, please contact Personnel Services at extension 14857.

Thank you.

**Bakersfield City School District
The Advisory Bulletin**

To: Department Heads, Principals and PERS Members	Date: May 17, 2012	No. 120645
Subject: CalPERS COMPLETING YOUR RETIREMENT APPLICATION CLASS SCHEDULED FOR June 11, 2012		
Prepared By: Donell Whiting, Personnel Assistant, Personnel Services		
Approved By: Christine Cornejo, Director - Classified Personnel		Page 1 of 2

ATTENTION: PERS MEMBERS

CalPERS Fresno Regional Office will be conducting a “Completing Your Retirement Application” class for CalPERS School Members.

Planning Your Retirement Class

Date: Monday, June 11, 2012
Time: 1:30 p.m. – 4:00 p.m.
Location: KCSOS Access Center
Room: 116
Address: 1330 Truxtun Avenue
Bakersfield, CA 93301

“Completing Your Retirement Application” provides the step by step process for filling out your retirement application for those within 90 days of retirement. The class is an alternative to a one-on-one retirement counseling appointment.

In this class you will:

- Complete your retirement application
- Have you and your spouses (if applicable) signatures witnessed
- Learn the steps you need to take prior to retiring
- Learn the application process

Get Started:

This class is approximately two and a half hours long. Please bring your retirement application and estimates that you can order online or by phone.

To enroll in a class near you:

- Go online to myCalPERS (login ID and Password are required)
- Call toll free at **888 CalPERS** (or 888-225-7377)
- Fax your registration form to the Fresno Regional Office at 559-440-4901



CalPERS Education Center Registration Form

888 CalPERS (or 888-225-7377) • TTY for Speech and Hearing Impaired: (916) 795-3240

Section 1

Member Information

Name (First Name, Middle Initial, Last Name)		Social Security Number * * (Last 4 Digits Only)
Birthdate (mm/dd/yyyy)	Daytime Phone	Evening Phone
Address		
City	State	ZIP

Do you need a disability accommodation? Auditory Mobility Visual Other

Please specify the type of accommodation. _____

* Privacy Statement: Providing your Social Security number is voluntary in accordance with the Information Practices Act of 1977 and the Privacy Act of 1974 (PL93-679). If provided, the Social Security number may be used by your employers and CalPERS to maintain records of training requested and completed by members.

Section 2

Class Selection

Please indicate your class selections in order of date preference.

Please check the name of the class you would like to attend.

- New CalPERS Member (Class One) Completing Your Retirement Application (Class Four)
 Continuing CalPERS Member (Class Two) Retired CalPERS Member (Class Five)
 Planning Your Retirement (Class Three)

Select a date, time and location for your selected class from the attached flyer or view the schedule of available classes at CalPERS On-Line.

1st Choice	Date	<input type="checkbox"/> AM <input type="checkbox"/> PM	Location
2nd Choice	Date	<input type="checkbox"/> AM <input type="checkbox"/> PM	Location
3rd Choice	Date	<input type="checkbox"/> AM <input type="checkbox"/> PM	Location

Section 3

Select A Regional Office

Mail or fax your completed registration form to any regional office listed or call us toll free at 888 CalPERS (or 888-225-7377).

You may also register online at www.calpers.ca.gov.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Sacramento
400 Q Street, Room 1820
Sacramento, CA 95811
Fax (916) 795-7917 | <input type="checkbox"/> Walnut Creek
1340 Treat Blvd.
Suite 200
Walnut Creek, CA 94597
Fax (925) 746-8501 | <input type="checkbox"/> Glendale
655 North Central Ave.
Suite 1400
Glendale, CA 91203
Fax (818) 662-4304 | <input type="checkbox"/> San Bernardino
650 East Hospitality Ln.
Suite 330
San Bernardino, CA 92408
Fax (909) 806-4820 |
| <input type="checkbox"/> Fresno
10 River Park Place
East, Suite 230
Fresno, CA 93720
Fax (559) 440-4901 | <input type="checkbox"/> San Jose
181 Metro Drive
Suite 520
San Jose, CA 95110
Fax (408) 451-8001 | <input type="checkbox"/> Orange
500 North State College
Blvd., Suite 750
Orange, CA 92868
Fax (714) 939-4701 | <input type="checkbox"/> San Diego
7676 Hazard Center Drive
Suite 350
San Diego, CA 92108
Fax (619) 220-7201 |

Bakersfield City School District
The Advisory Bulletin

To: All Principals, Program Specialists, and Teachers	Date: May 17, 2012	No. 120646
Subject: Curriculum Lab Open Saturdays 2012-2013		
Prepared By: Sandra Yoon, Coordinator, Library Media Services Department		
Approved By: Randall Raney, Director, Instructional Support Services Division		Page 1 of 1

Curriculum Lab 2012-2013 Saturday Schedule and Holiday Hours

The Curriculum Lab **will be open** the following Saturdays during the 2012 - 2013 school year.

*August 18, 2012 open from 10 a.m. – 4 p.m.

The hours 10 a.m. – 4 p.m. are for Saturday, August 18, 2012 ONLY.

August 18, 2012*
September 15, 2012
October 20, 2012
November 17, 2012
December 15, 2012
January 12, 2013
February 2, 2013
March 9, 2013
April 13, 2013
May 18, 2013

**Curriculum Lab Hours for Saturdays will be:
10 a.m. – 2 p.m.**

PLEASE NOTE:

The Curriculum Lab **will be open** during the Winter Break, December 26, 2012 - January 4, 2013.

(New Year's day closed January 1, 2013)

We **will also be open** during Spring Break
March 25-28, 2013.

We **will be closed** on April 1, 2013, in lieu of Admission Day.

Regular Curriculum Lab hours are 7:30 a.m. – 4:30 p.m.

If you have any questions, please call Sandra Yoon at extension 14808.

**Bakersfield City School District
The Advisory Bulletin**

To: All Principals, School Secretaries and Teachers	Date: May 17, 2012	No. 120647
Subject: Migrant Young Authors		
Prepared By: Janie Flores, Supervisor I, Migrant Education		
Approved By: Al Capilla, Assistant Superintendent, AIA		Page 1 of 1



Bakersfield City School District

Migrant Education, Region 21

1300 Baker Street, Bakersfield, California 93305 (661) 631-4754

Migrant Young Authors

Class Schedule for the 2011-2012 School Year

In collaboration with Library Media Services and CSUB Mini-Corps

<u>Session</u>	<u>Date</u>	<u>Time</u>	<u>Room</u>
Session 1	Tuesday, October 25, 2011	4:30 - 6:30 p.m.	MCR
Session 2	Tuesday, November 8, 2011	4:30 - 6:30 p.m.	MCR
	<i>Book Making Workshop by Sandra Yoon, Coordinator - Library Media Services</i>		
Session 3	Tuesday, November 29, 2011	4:30 - 6:30 p.m.	MCR
Session 4	Tuesday, December 6, 2011	4:30 - 6:30 p.m.	PDC
Session 5	Tuesday, December 20, 2011	4:30 - 6:30 p.m.	PDC
Session 6	Tuesday, January 10, 2012	4:30 - 6:30 p.m.	MCR
Session 7	Tuesday, January 24, 2012	5:00 - 7:00 p.m.	PDC
Session 8	Tuesday, February 7, 2012	4:30 - 6:30 p.m.	MCR
Session 9	Tuesday, February 21, 2012	4:30 - 6:30 p.m.	MCR
Session 10	Tuesday, March 6, 2012	4:30 - 6:30 p.m.	MCR
Session 11	Tuesday, March 20, 2012	4:30 - 6:30 p.m.	MCR
Session 12	Tuesday, April 10, 2012	4:30 - 6:30 p.m.	MCR
Session 13	Tuesday, April 24, 2012	4:30 - 6:30 p.m.	MCR
Session 14	Tuesday, May 8, 2012	4:30 - 6:30 p.m.	MCR
Session 15	Thursday, May 17, 2012	6:00 - 8:00 p.m.	PDC
	<i>Parent/Student Conference: "An Evening with the Author"</i>		
Session 16	Saturday, May 19, 2012	7:00 a.m. - 2:00 p.m.	

Culminating Activity: Young Authors' Fair at University Square

2000 K Street, Bakersfield, CA 93301

For P-K to 8th grade migrant students. To register please call 631-4666.

**Bakersfield City School District
The Advisory Bulletin**

To: All Principals, School Secretaries and Teachers	Date: May17, 2012	No. 120648
Subject: USC/Migrant Education Mobile Dental Clinic		
Prepared By: Janie Flores, Supervisor I, Migrant Education		
Approved By: Al Capilla, Assistant Superintendent, AIA		Page 1 of 1



Bakersfield City School District

Migrant Education, Region 21

1300 Baker Street, Bakersfield, California 93305 (661) 631-4754

USC/Migrant Education Mobile Dental Clinic

Owens Intermediate • Friday, June 1 to Friday, June 8, 2012

Mobile Dental Clinic Student Pre-screening

Bakersfield City School District

Migrant Education Office

1300 Baker Street, Bakersfield, CA 93305

Monday, May 21 - Friday, May 25

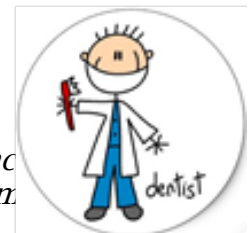
8:00 a.m. - 5:00 p.m.

Student Criteria

Students must be:

- currently attending BCSD and eligible to receive migrant services
- enrolled in 2nd through 7th grade for the 2011-2012 School Year (younger students will require prior approval)
- not eligible or recipient of any type of medical insurance (i.e. Healthy Families, Medi-Cal, Kaiser Permanente, Health Net, CHDP, etc.) with the exception of Emergency Medi-Cal
- in great need of dental care (students needing teeth cleanings only *will not be considered*)

*For additional information and referrals, please contact
Cecilia Arambula at 631-4765 or arambulac@bcسد.com*



**Bakersfield City School District
The Advisory Bulletin**

To: All Principals, School Secretaries and Teachers	Date: May 17, 2012	No. 120649
Subject: MESRP Pre-K Student Recognition		
Prepared By: Janie Flores, Supervisor I, Migrant Education		
Approved By: Al Capilla, Assistant Superintendent, AIA		Page 1 of 1



Bakersfield City School District

Migrant Education, Region 21

1300 Baker Street, Bakersfield, California 93305 (661) 631-4754

**Migrant Education School Readiness Program
(MESRP) Pre-K Student Recognition**
Owens Primary & Home-Base Programs



Thursday, May 31, 2012
Bessie Owens Primary School
5:00 p.m. to 7:00 p.m.
School Cafeteria
815 Potomac Avenue
Bakersfield, CA 93307



For additional information, please call Migrant Education at 631-4754

Bakersfield City School District
The Advisory Bulletin

To: All Teachers	Date: 5/17/2012	No. 120650
Subject: Gifted and Talented Education (GATE) Nominations		
Prepared By: Ruth VanWorth-Rogers, Supervisor I, Extended Programs Department		
Reviewed By: Nancy Olcott, Director, Curriculum and Standards		
Approved By: Al Capilla, Assistant Superintendent, Academic Improvement and Accountability		Page 1 of 5



Do you have students that exhibit gifted characteristics?

Teacher recommendation is important to the GATE identification process. As the 2011-2012 year comes to a close, please take a few minutes to think about the students in your class. *Do they exhibit any of the following characteristics?*

- Ability to learn basic skills quickly;
- Long attention span;
- Wide range of interests;
- Ability to retain a great deal of information;
- Limitless supply of questions;
- Persistence and intense concentration;
- Large vocabulary for their age; or
- Highly developed curiosity.

If so, please send your GATE nomination forms to the District GATE office marked, Attention: Tracey Rusch.



GATE nominations can be found online at:

<http://static.bcsd.com/gems/bcsdinstructionals/GATETeacherNominationForm.pdf>



Bakersfield City School District
 Education Center – 1300 Baker Street
 Bakersfield, California 93305
 Extended Programs Department
 Gifted and Talented Education (GATE) Program

Nomination Initiated by:	
<input type="checkbox"/>	Teacher
<input type="checkbox"/>	Principal

NOMINATION FOR GATE PROGRAM

Student's Name: _____ **Grade:** _____ **SID#** _____

Address: _____ **Phone:** _____

Zip: _____ **Date of Birth:** _____

Signing below indicates that the above student is being referred to the GATE Screening Committee for possible placement.

School Site: _____

Teacher's Name: _____ Date: _____

Teacher's Signature: _____

Principal's Signature: _____

Required only if principal is making recommendation

Please return this form to: GATE Program
 Bakersfield City School District
 Education Center – 1300 Baker Street
 Bakersfield, California 93305
 Extended Programs Department – GATE Program

(To be completed by GATE Screening Committee only.)

Total Points	
Qualified ____ Not Qualified ____	
Parent Notification	
School/Teacher Notification	
Consent Received	
Start Date	
Program Code	

PLEASE REFER TO THE ATTACHED DIRECTIONS FOR COMPLETION

Rating of Student:

1. **Student Performance** - Please check all of the following factors which apply to this student:

- A. Exhibits talent in visual/performing arts _____
- B. High transience rate in elementary school years _____
- C. Language of home is other than English _____
- D. Few experiences which stimulate intellectual growth _____
- E. Resides in a depressed economic area (e.g., free and reduced meals) _____
- F. Exhibits positive leadership skills (e.g., extra curricular activities) _____
- G. Exhibits specific academic ability in _____ _____

2. **Educational Study** - Please circle the appropriate number in each of the areas below to rate the level of performance.

	No Opportunity To Observe		Average		Above Average		High
	1	2	3	4	5	6	7
Work habits	1	2	3	4	5	6	7
Knowledge of subject matter	1	2	3	4	5	6	7
Research skills	1	2	3	4	5	6	7
Memory skills	1	2	3	4	5	6	7
Basic skill knowledge	1	2	3	4	5	6	7
Vocabulary	1	2	3	4	5	6	7
Breadth of reading	1	2	3	4	5	6	7
Ability to solve problems	1	2	3	4	5	6	7
Seeing whole and part relationships	1	2	3	4	5	6	7
Higher order thinking skills	1	2	3	4	5	6	7
Willingness to experiment with new ideas	1	2	3	4	5	6	7
Originality of thinking	1	2	3	4	5	6	7
Intellectual curiosity	1	2	3	4	5	6	7
Ability to work independently	1	2	3	4	5	6	7
Range of interests	1	2	3	4	5	6	7
Leadership	1	2	3	4	5	6	7
Interest in school	1	2	3	4	5	6	7
Interaction with peers	1	2	3	4	5	6	7
Rapport with teachers	1	2	3	4	5	6	7
Motivation to learn	1	2	3	4	5	6	7
Acceptance of responsibility	1	2	3	4	5	6	7
Self-confidence	1	2	3	4	5	6	7
Sense of humor	1	2	3	4	5	6	7
TOTALS	_____	_____	_____	_____	_____	_____	_____
	x 1	x 2	x 3	x 4	x 5	x 6	x 7

NOMINATION FOR GIFTED AND TALENTED EDUCATION (GATE) PROGRAM

NOTE: Please exercise caution in advising parents and students about a referral to the GATE program! Nomination does not guarantee acceptance.

This Nomination form and Social Skills Rating Scale are important parts of the identification of GATE students. All student identification information, including student's legal name, SID number, address, birth date, and grade must be filled in **completely** on the nomination form. The referring teacher or principal must sign the form. A student may be nominated even if they did not attend the BCSD the previous school year.

Directions for Completion
Rating of Student

The criteria for eligibility is the attainment of a composite score from the following identification factors:

1. Student Performance
2. Educational Study
3. Social Skills Rating Scale (SSRS)*
4. Otis-Lennon School Ability Test (OLSAT)

*SSRS will be sent to the teacher after the OLSAT has been administered if needed

Area 1: Student Performance – Items Affecting Performance

Information for the GATE Program Nomination may be obtained from the following sources: Cumulative records, Home Language Surveys, meal programs records, or other school records.

- Item A: Exhibits talent in visual/performing arts.
- Item B: Transience in elementary school years (if the child has moved often). This information may be obtained from the cumulative record.
- Item C: Language of the home is other than English. This may be verified from the Home Language Survey.
- Item D: Few experiences which stimulate intellectual growth. This area may be checked if the teacher is aware that the pupil has had limited exposure to, or opportunity for, cultural enrichment which would stimulate intellectual growth.
- Item E: Resides in a depressed economic area. If the student lives in a depressed area of the community and/or is a member of a family with limited funding (e.g., free/reduced meals) California Work Opportunity and Responsibility to Kids (CALWORKS) [formerly known as Aid to Families with Dependent Children or "AFDC"]).
- Item F: Exhibits positive leadership skills. May pertain to school/classroom observations and/or participation in extra curricular activities such as Boy Scouts, 4-H, sports, etc.
- Item G: Exhibits specific academic ability in the core subject areas, (e.g., Reading/Language Arts, Mathematics, Science, Social Science).

Directions for Completion of GATE Nomination, continued

Area 2: Educational Study

The referring teacher should circle the appropriate number to indicate the level of performance observed for each of the listed characteristics. Add the number of circles for each column and multiply by the number at the bottom of each column.

Area 3: Social Skills Rating Scale

Ratings of social skills, behaviors, and academic competence should be provided by the referring teacher following the directions on the questionnaire. Only the "How Often?" column needs to be completed for consideration for GATE. The Social Skills Rating Scale (SSRS) will be scored by District Office personnel. Points will be applied toward GATE qualification based on the students' rating score in the three areas. Teachers will only be asked to complete the SSRS if additional information is needed by the GATE Screening Committee.

Area 4: Otis-Lennon School Ability Test (OLSAT)

Once the nomination forms are received in the GATE District Office, and parent consent is received, District personnel will administer the Otis-Lennon School Ability Test (OLSAT). The test will be scored and points toward qualification will be applied based on the results.

The GATE Screening Committee will review the documents from all areas and determine the student's eligibility for GATE.

Parents will be sent notification of the Committee's findings by the District Office.

A student may be recommended on the basis of the California Standards Test (CST) scores, but final placement will depend on the results from the areas listed as identification factors.

The completed nomination forms must be sent to the Education Center - GATE Program Office. The completed forms are not to remain at the school sites. Please feel free to make a copy for your own private student records. If you have any questions regarding this nomination form, please contact the GATE Program Office at 1-4880.

Please note: No student may attend the GATE Program unless a "Parent Consent Form" has been signed and returned to the GATE Magnet Specialist at Owens Intermediate School or Owens Primary School.

Please remember: A nomination does not guarantee acceptance.