

ADMINISTRATIVE CIRCULAR NO. 10
Office of Leadership and Learning

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: August 27, 2015

To: All School Principals, Division and Department Heads

Subject: DESIGNATION OF SITE GIFTED AND TALENTED SITE
TEAM LEADER AND PARENT DISTRICT ADVISORY
COUNCIL MEMBER

**Department and/or
Persons Concerned:** Principals and Vice Principals

Due Date: September 10, 2015

Reference:

Action Requested: Completed and return the attached form.

Brief Explanation:

We ask that you complete and return the attached form designating your site GATE Team Leader and site GATE DAC Representative to our office by September 10, 2015. Our goal is to ensure that site staff members who provide services related to Gifted and Talented programming receive communications from the GATE Office regarding training and resources to support your site's compliance with GATE program requirements.

Our intent is to identify the person at each site who, regardless of position title, handles any aspect of GATE education, compliance services, support, and assessment. We will include all such persons on our GATE educator listserve and invite them to all available training and professional development opportunities over the course of the school year.

One GATE District Advisory Committee (GATE DAC) Representative is invited to attend the monthly GATE DAC Meetings. This parent will communicate information gained to your GATE parent community and act as your site's one vote in GATE DAC matters. Should your GATE DAC Representative be unable to attend a meeting, a name as an alternate is also requested to represent/vote on your school site's behalf. Both the GATE DAC Representative and the alternate will be added to the official GATE DAC sign-in sheet in addition to the GATE DAC listserve so that they may receive information about upcoming meetings and handouts provided at GATE DAC meetings.

Please submit the completed GATE Site Information form to the GATE Office, attn.: April Dorman, Eugene Brucker Education Center, Room 2129. You can fax the completed form to 619-725-5529 or you can email the form to adorman@sandi.net.

Michelle Crisci
ADA/504/Title IX/GATE Coordinator

APPROVED:

A handwritten signature in black ink, appearing to read 'J. Solo', is positioned above the typed name and title.

Jim Solo
Executive Director
Office of Leadership and Learning

MC:lc

Attachments (2)

Distribution: Lists A, D, E, and F



Attachment 1

2015-16 GATE Site Information

Due: September 10, 2015

SCHOOL:		PRINCIPAL:	
SITE Contacts:			
Administrator in charge of GATE:	School Phone and Extension:	Email:	
GATE Team Leader Expert: Appoint an experienced, GATE certified teacher who will support staff and parents regarding instructional and social/emotional needs of GATE students and inform the school community of professional development and other activities offered by the GATE Office.			
Name:	School Phone and Extension:	Email:	
GATE District Advisory Committee Representative (GATE DAC): Select a parent representative who will attend a monthly meeting on Monday nights and communicate knowledge and information gained at meetings to the GATE parent community at your site. Your site has one vote on the GATE DAC which is cast through your site representative. Select an alternate representative should the first be unable to attend.			
Name of Parent Representative:	Phone Number:	Email:	
Name of Alternate Parent Representative:	Phone Number:	Email:	
Principal's Signature:			Date:

PLEASE RETURN THIS FORM ON OR BEFORE SEPTEMBER 10, 2015 TO:

ADA/504/Title IX/GATE Office • Eugene Brucker Education Center • Room 2129
FAX: 619-725-5529 or email: adorman@sandi.net



Attachment 2

2015-2016 GATE DAC Meeting Schedule

All meetings are held on the second Monday of the month
(except the November meeting which is scheduled for the third Monday)
at the Ballard Parent Center Auditorium from 6:30 – 8:00 p.m.

September 14, 2015

October 12, 2015

November 9, 2015

December 14, 2015 (Steering Committee – all welcome)

January 11, 2016

February 8, 2016

March 14, 2016

April 11, 2016

May 9, 2016

June 13, 2016 (Steering Committee – all welcome)

Childcare and translation services are provided for GATE DAC meetings, except for the meetings on December 14, 2015 and June 13, 2016.