



Student Support Services

Dave Peters, Director
3900 Broadway Everett, WA 98201
Phone (425) 385-4033

November 2022

Dear Parents/Guardians of students in 1st through 4th grade:

The Highly Capable Program in Everett Public Schools is designed to meet learning needs and challenge students who have advanced thinking and academic abilities. “HC” classes, as they are often referred to, are open to students in second, third, fourth and fifth grade.

Students in the HC program learn and study in self-contained classrooms with a fast-paced curriculum that encourages and inspires them to develop higher level thinking skills. HC classrooms are held in specific schools in the district, based upon qualified enrollment. The district provides transportation to students in HC classes who live within the boundaries of a non-HC program school.

Why does the district offer Highly Capable testing?

One of the district’s strategic targets is ensuring that *each student has equitable access to rigorous curriculum content*. The School Board and district staff believe each student can learn to high standards when there are high expectations, high support, and exemplary classroom instruction. For additional information, please visit the FAQ link on our website www.everettsd.org/Page/6668.

When will the HC exam be given?

During designated weeks in February through March, each elementary school will be hosting the Highly Capable CogAT & ITBS full-battery exam. Your specific testing date will be sent to you via email in January. If you are participating in the Everett Virtual Academy, testing will be held at the Community Resource Center. You can be a great help by making every effort to have your student attend during your schools testing window. **If your child is ill, please do not bring them to testing on this day. You will need to contact our office promptly to be rescheduled for testing in the Spring by emailing rhowe@everettsd.org.**

What will your student experience during the HC exam?

Trained, certificated proctors will guide students through the CogAT (*Cognitive Abilities Test*) & ITBS (*IOWA Test of Basic Skills*) tests online using Chromebooks and provided headphones. The students participating will have regular breaks and will be going to lunch and recess with their classroom.

The test will take the majority of a regular school day and doesn’t require any special preparation or studying. However, along with emphasizing the importance of attendance, you can encourage your student to answer all the questions, relax and do their “best work.” It’s always helpful for students to have a good night’s sleep before a test and a healthy breakfast in the morning.

What do I do if I want my child considered for an HC class next year?

The process is easy. Simply complete a *Highly Capable Parent Referral Form*. You may want to talk with your child’s teacher before deciding whether to refer your child. Teachers and community members may also refer a student, but only a parent or guardian can give permission to test.

How can I get a copy of the required forms?

Referral forms will be available beginning **Monday, November 1, 2021**

- [Directly from this link](#)
- From the Highly Capable Office by emailing rhowe@everettsd.org or by calling 425-385-4033
- On the Everett Public Schools website: www.everettsd.org/Page/6668

When is the deadline for turning in the forms?

The referral deadline is **Friday, December 16, 2022**.

When will we know the results?

After the HC testing concludes in March, the selection committee will determine eligibility in mid-April, and our office will send out score & eligibility notices in May.

Would you like more information?

The Highly Capable webpage has been updated with comprehensive information about the program and testing/eligibility details.

[HC Webpage](#) | [Program Information Video](#) | [Program Info Presentation \(PDF\)](#)
[Frequently Asked Questions](#) | [Parent-Guardian HC Referral Form](#)

Please contact Roxann Howe at **(425) 385-4033** or through email at rhowe@everettsd.org if you have any additional questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dave Peters', with a stylized flourish extending to the right.

Dave Peters, Director
Student Support Services