

EARLY ADMISSION PROCEDURES

A. Application for Early Admission

1. Dates for Early Admission to Kindergarten - The child's fifth birthday shall be on or before December 1 and after September 1 of the school year. Regular kindergarten admission occurs when the child is five on or before September 1 in the year he/she proposes to enter kindergarten.
2. Dates for Early Admission to First Grade - The child's sixth birthday shall be on or before December 1 and after September 1 of the school year. Regular first grade admission occurs when the child is six on or before September 1 in the year he/she proposes to enter first grade.

B. Procedures for Early Admission

A written formal application shall be made by the parent(s)/guardian to the elementary school principal of the student's area of residence on or before April 1. If the April 1 deadline occurs when schools are closed for the spring break, a postmark on or before April 1 would serve as the official benchmark for accepting an application for early admission. Applications received after April 1 shall not be honored except in the case of parents/guardians who move into the District after April 1. These applications should be submitted as soon as possible prior to the beginning of the new school year, but no later than one week prior to the start of school. A parent/guardian may decide to withdraw his/her application for early admission at any time during the process.

1. The principal of the student's area of residence school shall coordinate the initial application procedure at the building level. The school principal shall process all applications on a first come, first served basis. If a parent/guardian of the child has completed all the necessary paperwork and has met the deadline of April 1, then the completed application should be sent to the Director of Instructional Services or designee for further consideration.
2. District personnel will conduct an informational meeting for all parents/guardians of early admission candidates. This mandatory meeting shall present an overview of the early admission policy and procedures.
3. The evaluation of the child's potential to benefit from early admission shall be required for all early admissions to kindergarten and for some early admissions to first grade. The evaluation shall consider and demonstrate that the child is superior in the full range of abilities including intellectual, social, emotional, physical and mental maturity.
4. The evaluation/screening process shall be conducted with a team of certified District staff. This team would include a certified school psychologist conducting an individual psycho-educational assessment. The entire screening and evaluation process shall be at no cost to the parents/guardians. If a child misses testing sessions or does not complete any part of the evaluation process, his/her application may no longer be considered. The Director of Instructional Services shall decide if a parent/guardian's reason for missing any part of the evaluation process is valid and if the process should continue.

EARLY ADMISSION PROCEDURES

5. Performance at any point in the evaluation/screening process may indicate the child does/does not meet the criteria for early admission. Parents/guardians shall be notified and the process will be terminated at this juncture. A conference will be held to review the decision. Evaluation summaries indicating the reasons for the decision of District staff to recommend or not to recommend early admission shall be shared with the parent/guardian at the conference.
6. The District's staff decision not to recommend early admission to school may be appealed to the Director of Instructional Services or designee, whose decision may be appealed to the Superintendent of Schools. All appeals shall be submitted, in writing, within three working days after receiving the written report indicating a decision to end the early admission process.

C. Early Admission Considerations

1. Conditions for Early Admission to Kindergarten

- a. The child has successfully completed a four-year-old public school kindergarten during the previous school year.

Assessment standard:

- A review of the child's school records from the K-4 class will indicate a successful K-4 experience.

- b. The child is superior in the full range of abilities that include social, emotional, physical and mental maturity as indicated by the District's assessment procedures for early admission to kindergarten.

Assessment standards:

- The District's early admission screening tool score will indicate superior range results.
- The evaluation results of the individual psycho-educational evaluation by a school psychologist will show that the child demonstrated superior intellectual and emotional development.
- The evaluation results of the reading, arithmetic, readiness and fine/gross motor screening tools will provide information regarding the child's ability to perform in reading, arithmetic, readiness and fine/gross motor activities. The results should be in the superior ability range.

EARLY ADMISSION PROCEDURES

- The mini kindergarten experience conducted by assigned District staff at an assigned community or school district location will provide information regarding the child's ability to function socially and emotionally as well as to demonstrate the use of fine and gross motor skills in a kindergarten environment.

2. Conditions for Early Admission to First Grade

- a. The child was admitted to and successfully completed a public or private school five-year-old kindergarten under state law.

Assessment standard:

- A review of the child's school records from the kindergarten program will indicate a successful experience and there is no recommendation of retention from the previous school of attendance.

- b. The child was admitted to but did not successfully complete a public school five-year-old kindergarten program indicated by the review of records from the child's previous school of attendance. If a child does not meet criteria (a) above, then the District's process of early admission to first grade would be that the child would need to take and successfully complete a District approved achievement test in accordance with the District's kindergarten promotion criteria.

Assessment standard:

- The score band for a District approved achievement test should be in the average to above average band indicating acceptable mastery of kindergarten curriculum content.

- c. If a child is seeking early admittance to first grade as an initial educational experience (home school, no kindergarten experience, home care or day care without a certified kindergarten, etc.), the following conditions apply:

- (1) The child successfully completes a District approved achievement test in accordance with the District's kindergarten early admittance criteria.
- (2) The child successfully completes an individual psycho-educational assessment.

EARLY ADMISSION PROCEDURES

Assessment standards:

- The score band for a District approved achievement test should be in the 9th stanine band indicating superior achievement of kindergarten curriculum content.
- The results of the individual psycho-educational evaluation by the school psychologist will show that the child demonstrates superior intellectual and emotional development and satisfactory perceptual/fine motor skills that would indicate probable success with the first grade curriculum.

CROSS REF.: 432, School Attendance Areas

APPROVED: April 7, 1980

REVISED: May 14, 1991
February 11, 1997