

Early Admittance to Kindergarten

The following procedure pertains to children who have their fifth birthday between September 1 and October 1 of the year early kindergarten admittance is requested. Because we are not able to guarantee your child will be admitted early we encourage you to make the necessary arrangements for your child, including daycare, preschool or private kindergarten.

1. The parent/guardian may request that their child be considered for early admittance to kindergarten by contacting the district office.
2. The parents will be provided an information packet that includes the timeline for consideration, kindergarten screening dates, the research concerning early admittance and an early admittance request form to complete if they would like their child to be considered.
3. The parent/guardian returns the original of this form to the district office and a copy is sent to the principal of the child's home school or school of choice. A meeting is scheduled with the building principal to discuss the rationale for the request. If the request is made before the spring kindergarten screening, all efforts will be made to complete the process before the last day of school. All applications must be received at least **20 days prior to the first day of school**.
4. If the request is received during the summer, the process will be initiated upon the August return of the elementary principals when parents/guardians can sign up for the screening.
5. Testing, observations and interviews will be conducted to determine student readiness for early admission. The minimum requirements include:
 - DIAL 3. A child must score in the top 10–15% of students with a chronological age of 5 years, 6 months to be recommended to take the Phelps Readiness Test.
 - Phelps Readiness Test. A fee of \$75 will be charged to parents for the Phelps Readiness Test.
 - If possible, an observation of the child in a learning environment and a parent interview will be arranged by the principal and conducted by the kindergarten teacher. If the child is not involved in a preschool or formal learning environment, an alternative will be arranged to observe the child's interaction with peers, and adaptation to learning environments to informally assess the child's social-emotional behavior.
 - If possible, an interview with appropriate preschool teachers or other person who may have worked with the child in learning environments will be conducted by the kindergarten teacher.
 - If possible, an interview with the parents or guardian by a district administrator, designated by the superintendent, will also be arranged. The principal will contact the parents.
6. A team of school district staff, which could include the principal, kindergarten teacher, speech and language pathologist and the district administrator will review the assessment and make a recommendation based on the long-term interests of the child. The team may opt to grant or deny early admission of the child. The child must score in the top 10–15% of students with a chronological age of 5 years, 6 months.
7. The principal will contact the parents concerning the decision.

8. Criteria for early admittance to kindergarten for children with birthdays after August 31 and before October 1 include:
- The child must meet or exceed the norm for a child with a chronological age of 5 years, 6 months in each ability area on the DIAL 3 and Phelps Readiness Test. Other data showing readiness in cognitive, social, emotional, language and academic achievement areas may be used to support or override this requirement as jointly decided by a team, which could include the district administrator, principal, kindergarten teacher, speech and language pathologist and/or school psychologist.
 - The district administrator, principal, kindergarten teacher, speech/language pathologist and/or school psychologist must recommend the early admittance based on social, emotional and academic readiness.
9. If the child is admitted to kindergarten as an early admittance and before the child begins kindergarten classes, the parent must sign a form accepting responsibility for the decision.
10. If the child is not recommended for early admittance, the parent/guardian may appeal the decision to the school district superintendent within five working days. The superintendent will respond to the parents within five working days.
11. If the superintendent does not recommend early admittance for the child, the parents may appeal the decision to the school board through the district's citizen's complaint process.

Admission of Students Aged Twenty-One or Older

The student shall petition the superintendent for admission.

The petition shall identify the student's name, age, address and grade level or program of study.

If approved, the petition shall specify the tuition fee to be paid, shall be signed by the student and the superintendent and shall constitute the written agreement required by law. It shall be retained as a public document and made available to the state superintendent of public instruction upon request.

The tuition fee shall be calculated in the same way the state superintendent of public instruction determines the cost of educating a student in the district, except that a handicapped student who turns twenty-one during the school year shall only pay that amount of money deemed as "excess cost."

Date: April 22, 2011