

SCHOOL DISTRICT OF SHOREWOOD

421 Guideline(1)

GUIDELINE FOR EARLY ADMISSION TO SENIOR KINDERGARTEN

This guideline applies to a child that is seeking early admission to Senior Kindergarten.

A. Conditions and Standards for Admission under the Legal Age

A child who is not five years old on or before September 1 in the year he/she seeks admission to senior kindergarten may be admitted to kindergarten if he/she meets either of the following requirements:

1. The child has successfully completed a junior 4-year-old kindergarten program or its equivalent, or
2. The child demonstrates the academic and developmental readiness skills expected for successful participation in kindergarten. Evidence must exist that the child's educational welfare would best be served by placement in kindergarten.

B. Conditions and Standards for Exemption from K4 Completion Requirement

A child who has not completed junior kindergarten may be admitted to kindergarten if he/she meets any of the following requirements:

1. The child has successfully completed a program for 4-year-old children that the school district deems equivalent to K4. Documentation of program completion shall be required.
2. The child demonstrates academic and developmental readiness skills expected for successful participation in kindergarten. Evidence must exist that the child's educational welfare would best be served by placement in kindergarten.
3. Before either commencing or completing kindergarten, the child moved into Wisconsin from a state, country or territory in which completion of 4-year-old kindergarten is not a prerequisite to entering kindergarten.
4. Before either commencing or completing kindergarten, the child moved into Wisconsin from a state, country or territory in which completion of 4-year-old kindergarten is a prerequisite to entering kindergarten and the child was exempted from the requirement to complete 4-year-old

kindergarten in the state, country or territory from which the child moved.

C. Procedures

Requests for early admission to kindergarten or exemption from the mandatory K4 completion requirement shall be made and acted upon in accordance with the following procedures:

1. Requests shall be submitted to the appropriate elementary school principal in writing by May 1st for the upcoming school year. The request shall include the rationale for making the request and any academic or other information that supports the child's readiness for kindergarten admission. Families moving into the District after that date may submit a request no later than August 15th.
2. The principal shall meet with the child's parent/guardian to discuss the reasons for requesting the child's kindergarten admission early and/or without having completed K4 program and to review related student record information.
3. The principal shall request parental permission for evaluating the child and appoint appropriate staff members to complete the evaluation. The evaluation process will concentrate on obtaining information regarding skills and behavioral characteristics that are correlated with success in kindergarten. The areas evaluated may include: cognitive or intellectual development; math, reading and writing skill development; adaptive skill development; social/emotional maturity; communication skills and sensory motor/physical development. Staff shall use a combination of behavioral observation and teacher-made assessment tools to assess developmental and skill levels of the child.
4. The following evaluation tools will be used:

| Assessment Area | District Criteria |
|--|--------------------------|
| IN-PERSON SCREENER: | |
| PALS (Phonological Awareness Literacy Screening) Mid-year (Form C) | 24/26 |
| Alphabet recognition | 20/26 |
| Letter sounds | 9/10 |

| | |
|--|--|
| Initial and Final Sounds Rhyming | 9/10 |
| Senior Kindergarten Math Checklist | Mid-year benchmarks |
| Senior Kindergarten Phonological Awareness Checklist | Mid-year benchmarks |
| Social Skills Improvement System | Social Skills (SS 100 or >) Problem Behaviors (SS 100 or <) |
| ***Below administered only when all screener criteria are met *** | |
| COGNITIVE ASSESSMENT - Standardized Intelligence Test | 98th percentile and Standard Score of 130 or > |
| STANDARDIZED ASSESSMENT OF ACADEMIC ACHIEVEMENT | |
| Reading Composite | 98th percentile |
| Math Composite | 98th percentile |

The Executive Director of Curriculum, Instruction and Pupil Services in conjunction with the school personnel shall identify and maintain the procedures, conditions, standards and tools that will be not limited to Kindergarten screening day, IQ testing, PALS assessment, standardized assessments and/or District assessments.

The staff members completing the evaluation shall meet with the building principal to analyze the results of the evaluation and any other data available to determine the appropriateness of the child's admission to kindergarten. In order to be admitted to kindergarten, the child must demonstrate the academic and developmental readiness skills expected for successful participation in kindergarten and there must be evidence that the child's educational welfare will best be served by kindergarten placement.

5. The principal shall meet with the child's parent/guardian to present the results of the evaluation and the recommendation regarding admission to kindergarten. A written decision regarding the request will be provided to the parent/guardian and a copy kept on file in the District.

a. If the request is approved, the principal shall inform the parent/guardian that the kindergarten placement shall be contingent on the child's successful adjustment to the school setting and satisfactory progress. The placement shall be reviewed within thirty days of admission. The decision to continue or change the placement shall be made by the classroom teacher, principal and student services personnel as necessary. The decision will be communicated to the child's parent or guardian once it is made.

b. If the request is denied, the principal shall inform the parent/guardian of their opportunity to appeal the decision to the Executive Director of Curriculum, Instruction and Pupil Services. The appeal must be made in writing to the Executive Director of Curriculum, Instruction and Pupil Services within ten days of receipt of the principal's decision. The decision of the Executive Director of Curriculum, Instruction and Pupil Services shall be final.

APPROVED: October 9, 2012

REVIEWED: December 16, 2013