

Louisville Public Schools  
Administrative Procedures and Requirements for Early Kindergarten Entrance  
(revised 1/13/2013)

**POLICY**

Kindergarten - To be eligible for enrollment in kindergarten, a child must have reached his or her fifth birthday on or before July 31 of the current school year.

Any child who reaches the age of five after October 15 and before February 1 of the current school year may be admitted to kindergarten provided that child's parent of legal guardian requests admission under one of the following:

1. The parent/guardian provides a written statement that the child attended kindergarten in another school district in the current school year or that the family anticipates a relocation to another school district where kindergarten admission will be allowed within the current school year.
2. The child demonstrates that he or she is capable of carrying out the work of the kindergarten curriculum through appropriate assessment procedures and entrance guidelines established by the board of education and superintendent.

**PURPOSE**

Nebraska Statute 79-214, provides for districts to admit children as early entry kindergartners through confirmation by documentation of previous attendance in another school district kindergarten program, anticipated attendance through relocation to another district where kindergarten admission will be allowed within the current school year, or a locally designed testing program. Students admitted for early entrance should demonstrate advanced levels of comprehension, have an extensive speaking vocabulary and advanced listening/memory skills or numerical ability. Students should also demonstrate a social competence commensurate with the expectations of the kindergarten curriculum.

The evaluation for early entrance to kindergarten is to consist of a thorough assessment of the child's developmental levels to include cognitive, social, emotional, physical and perceptual-motor areas. Whenever possible, social, emotional, and perceptual-motor development shall be assessed by the use of formal instruments in addition to the examiner's professional judgment.

**REQUIREMENTS**

**Parent/Guardian Responsibility**

Initiate, authorize screening and evaluation is the responsibility of the parent/guardian. The parent/guardian shall contact the elementary principal to make an appointment for an early entrance to kindergarten meeting. Parent/guardian must request to have his/her child evaluated for early entrance to kindergarten under these procedures and provide all of the necessary support materials to the evaluators.

## **ADMINISTRATIVE PROCEDURES**

Children must be five years of age prior to February 1st of the early entrance year for admittance into the Louisville Public Schools kindergarten program. No exceptions will be made to the February 1st date.

Parents must apply for early entrance prior to July 1st of the early entrance school year.

Upon application, a screening conference will be conducted with the parent(s) and building principal to discuss the district kindergarten curriculum and early entrance procedures. It is the responsibility of school personnel to explain the nature and objectives of the assessments to parents/guardians. Parents must furnish the child's birth certificate at the time of the conference and will be requested to complete the child screening information.

After the screening conference, the principal will indicate the outcome of the conference to the superintendent. If a decision to individually evaluate the child is recommended by the principal, the district will determine the testing schedule.

After receiving parent/guardian written permission, the intellectual/achievement evaluation will be conducted by the school psychologist. The evaluation must be completed within 60 school days prior to the beginning of the school year.

The application fee for early entrance will be \$100 to be borne by the parent or guardian and be received with the parent/guardian written permission for the individualized evaluation.

## **EVALUATION**

The evaluation shall draw upon information from a variety of sources, including aptitude and achievement tests, parent input, teacher input, adaptive behavior; and insure that information obtained from all sources is documented and carefully considered in the eligibility decision.

**The evaluation shall include the administration of the Dial 4 for round one. If the student achieves at the 98%ile on the Dial 4, then students will move on to Step 2 in the evaluation process, which includes the Wechsler Preschool and Primary Scale of Intelligence-Revised, and other selected assessment instruments will also be used.** The child's full scale percentile score must be at the 96th percentile (IQ=126) to qualify for early entrance. In addition to general cognitive development, the evaluator must consider the overall profile of development with special attention to variability or scatter which might indicate potential difficulties in school learning.

The child shall demonstrate a social competence and emotional maturity that can be documented as part of the evaluation. Social competence and emotional maturity may be documented through completion of Adaptive Behavior Assessment System and/or Behavior Assessment System for

Children-2 forms by preschool/daycare provider and parent, as well as observation with a 85%ile or greater, an interview/report of a preschool/day-care provider, parent report and observation.

After the evaluation, school personnel shall contact the child's parent/guardian to discuss the evaluation methods and results. During the discussion a decision will be made to accept or decline the early application based upon professional judgment of the evaluators.

After the placement decision, an evaluation report documenting eligibility shall be written by the school psychologist, reporting the child's strengths, weaknesses and potential educational needs. A copy of the report will be sent to the parents/guardians, school principal and the superintendent.

There is no provision in this policy and administrative procedures for a reevaluation, retest or appeal of the decision of the evaluators.