



Strasburg School District 31J

Policy:	File:
Process for Early Entrance to Pre School, Kindergarten, or 1 st Grade	JEB-R
Adopted:	Revision:
2023	Feb 2025

Application Process

- ❖ Information regarding the Strasburg School District's Early Entrance policy will be made available on the district's web page. The information will include the criteria, application process, time frames, portfolio referral, assessments, final determination process, and the dispute resolution procedure.
- ❖ To initiate application, the parent contacts the school/district office and makes request for Early Entrance. Requests will be accepted starting March 1st for the following school year. Completed applications are due no later than April 1st for early entrance for the following school year. Determination will be made by the end of the current school year calendar.
- ❖ The child must be age 4 for 4 year old preschool, age 5 for Kindergarten and age 6 for first grade by October 1st in order to qualify for early entrance under this policy.
- ❖ Application should be submitted to the Elementary Principal.
- ❖ The Elementary Principal contacts the parents, obtains information about student and reason for request, informs parent(s) about process and provides them the necessary information.
- ❖ If a parent moves into the district after the April 1st deadline, they may still apply for early access up to October 1st during the first year of residency in the district.
- ❖ If the parent decides to request that their child go through the process, the parent is responsible for the collection and submission of the following information for a portfolio.

Parent's Portfolio Contents should include:

A) Observable Student Behaviors -

1. Letter from parent requesting early entrance
2. *Observation Inventory for Parents* will be provided to parents to complete
3. Letter from preschool or kindergarten teacher recommending student (if they attended)

B) Samples of Student Interest

1. Examples ~ Drawings, videos, pictures, etc.
 2. Other Items Parent Deems Appropriate
- ❖ After the parent completes the portfolio for the child, the child will be assessed at school. After compiling a body of evidence, a meeting will be held to determine the best placement for the student based on the areas of cognitive ability, academic achievement, motor skills, speech and communication skills, and social/emotional skills.

Determination Process

- ❖ The student is a resident of Strasburg School District.
- ❖ In order to be placed, a student must be formally identified as meeting the School District's criteria. Cognitive ability scores alone do not automatically qualify a student for early entrance; academic achievement, motor skills, communication and speech, social and emotional factors must also be considered in making the determination for early entrance placement.
- ❖ A current kindergarten teacher will observe the student in the areas that were mentioned above.
- ❖ The school determination team, at a minimum, will include the principal, a teacher in early childhood, a kindergarten teacher, and any other appropriate person (i.e. counselor, English as a Second Language teacher, etc.) The team reviews the complete body of evidence and makes a consensus decision regarding placement. If there is no team consensus, the principal will make the determination.
- ❖ For those students who do not meet the standardized cognitive ability criteria, the process will end and parents will receive written notification along with a copy of the written report of test results. Parents may request a follow-up meeting for clarification.
- ❖ For those students who have qualifying scores, a meeting will be held to discuss data and next steps. Parents will receive written notification of early entrance from the school determination team.
- ❖ The final decision of early entrance is always at the discretion of Strasburg School District.

Instruments That May Be Used in Determining Placement Include the Following:

- Teaching Strategies Gold (TSG)
- Developmental Assessment of Young Children- Second Edition (DAYC-2)
- Individual School Reading Inventories
- Individual School Math Placement tests
- Other assessments deemed appropriate by the Administrative Unit or School District

Placement Process

- ❖ If the student is allowed early entrance, the determination team will assign the best placement and transition process.

Appeal Process

In any case where a parent wishes to appeal the district's decision, the Strasburg School District appeal procedure will be followed. In order to appeal the decision, the parent should submit a request in writing to the Superintendent of Strasburg School District at 2102 Wagner Street, Strasburg, CO 80136. Telephone: 303.622.9211. A final decision by the administrative unit will be made within ten days after receiving the written appeal.

Adopted: 04-10-2023

Revised: 02-10-2025