



T.S. COOLEY ELEMENTARY MAGNET SCHOOL



FREQUENTLY ASKED QUESTIONS

Who is eligible to attend T.S. Cooley?

- All K - 5 students that reside in Calcasieu Parish are eligible to attend T.S. Cooley Elementary.
- Kindergarten applicants must be 5 years old by September 30th.
- Applicants in grades 1 - 5 must meet the following criteria: minimum of 2.5 GPA in core subjects and current conduct records reflecting no more than two suspensions.
- Students applying for grades 4 and 5 must reflect scores of high Basic or above in all subject areas of the LEAP assessment. Students without LEAP scores will be directed to take the LEAP assessment if offered a position.

What do we need to know about registration?

- T.S. Cooley does not have open enrollment. All prospective students are required to complete a screening assessment prior to admission. Screening assessments are administered each spring for the upcoming school year. Open positions are filled according to the ranking of test scores.
- Prospective families complete online registration during the advertised registration period to choose a date for the screening assessment. Families that miss the registration deadline can add their name to a waiting list. Summer testing will be administered only if open positions are available.

2026 - 2027 REGISTRATION DATES: JANUARY 26TH - FEBRUARY 20TH AT 4:00 PM

- Registration links are posted online at www.cooley.cpsb.org under the ENTRANCE TESTING tab. The link directs guests to a 'Bookings' site to complete registration. Uploading documents is not required for registration.
- **PLEASE CHECK INFORMATION ENTERED ON THE REGISTRATION FORM PRIOR TO SUBMISSION. ACCURATE INFORMATION (EMAIL ADDRESSES) ARE REQUIRED TO RECEIVE SCREENING RESULTS.**
- Confirmation emails are sent when registration is complete. Please check spam/junk email inboxes before calling with concerns.
 - *The confirmation email will come from: TSCooleyElementaryMagnetSchoolNewStudentRegistration@cpsb.org
 - *The payment confirmation email will come from: ospadmin@osmsinc.com
- All students who are registered for the screening assessment by the advertised deadline will be tested.
- There is a testing fee of \$20 per student. Online payments are preferred. The online payment link is sent in the confirmation email. Cash or checks made to T.S. Cooley can be brought on the day of testing. Students will not be able to test if the fee has not been paid.
- Additional testing dates will be added if all grade level sessions are filled during registration.
- Testing does not guarantee acceptance. Scores are ranked highest to lowest. Open positions are filled based on the ranking of test scores.

Kindergarten: Students earning the 52 highest scores will be offered acceptance to create two kindergarten classes of 26 students.

Grades 1 - 5: Eligible students are offered acceptance based on the availability of open positions.



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What do we need to know about how entrance testing is administered?

- All testing will take place at T.S. Cooley Elementary Magnet School. No exceptions.
- Assessments are paper/pencil. Computers are not used for screening assessments.
- If a student is unable to test on the assigned testing date the front office staff must be notified no later than one hour prior to the test. There is no guarantee of an additional opportunity to test.
- Parking around campus is limited. Families should park along Fall or Orange Street near the car pick up areas and walk to the main front entrance. Parking is not allowed at businesses near the campus.
- Students registered to test should report to the main front entrance of T.S. Cooley 15 minutes prior to the testing start time. Doors will not open more than 15 minutes before the test.
- Students will be checked in once doors open, payment and contact information will be verified, and parents/guardians will be notified of a return time to pick up their students after the assessment.
- Parents/guardians can stay on campus during the assessment but must wait outside the building.
- Kindergarten and grade 1 students will be with the test instructor for approximately 1.5 hours. Students testing for grades 2 - 5 will be with the test instructor approximately 2 hours.
- Testing is administered in small groups. Students must be able to leave the waiting area and accompany the test administrator independently.
- There will be no makeup/retest opportunities if it is necessary to remove a student from the testing room.

What does my child need to know for the screening assessment?

KINDERGARTEN: The screening instrument includes (but is not limited to) vocabulary, word analysis, listening, language, math, writing of name, writing select letters of the alphabet, writing numerals, and writing to show number sense.

- **VOCABULARY:** measures listening vocabulary
- **MATH:** measures shapes, numeral identification, counting, and basic application of addition and subtraction
- **WORD ANALYSIS:** measures letter recognition, sound recognition, rhyming words, etc.
- **LISTENING:** assesses the ability to comprehend orally presented materials
- **WRITING:** assesses the ability of each student to write their first and last name correctly using upper and lower case letters, write selected letters of the alphabet, and write selected numerals 1 - 10

GRADES 1 - 5: The screening instrument will include (but is not limited to) the following items:

- **MATH:** measures the ability to solve numerical problems and the ability to think mathematically in a wide variety of contexts
- **READING:** measures the ability to read and comprehend various types of text
- **LANGUAGE:** measures understanding of how language is used to express ideas
- **WRITING:** assesses the ability to convey thoughts and ideas



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How many open positions are available?

- There are 52 open positions for kindergarten each school year.
- Open positions vary for grades 1 - 5. Typically, there are less than ten open positions total for these grade levels each year. Current T.S. Cooley students that meet the maintenance requirements with GPA and conduct expectations are automatically re-enrolled each school year.
- Screening assessments will still be administered if there are zero open positions for a particular grade level. Waiting lists are created so that positions can be filled immediately if a position becomes available.

When will we find out the results of the screening assessment?

- The number of applicants determines the testing window. Assessments are expected to be completed by the end of April each year. Results will be shared with all applicants once scores are verified.
- All applicants will be notified of the results no later than the second week of May.
- Results will be sent by email to the email addresses entered on the registration form.
- Acceptance emails will contain important information to complete official enrollment for T.S. Cooley. All requested documents must be received at the school level by the advertised deadline to ensure enrollment.
- Detailed information and specific questions regarding the assessment cannot be discussed due to test security procedures.

What do I need to know about waiting lists?

- Waiting lists are created for each grade level with students that have qualifying scores on the screening assessment but are not offered acceptance due to the number of positions available at the time of testing.
- Families will be contacted by phone and email if a position becomes available. A deadline to respond will be shared with each family. Failure to respond by the deadline will result in the next student on the waiting list being contacted to fill the open position.
- Families will be contacted through August if positions become available. Acceptance is not offered after September 1st each school year.

What happens if we miss the registration window and are unable to secure a testing date?

- A late registration waiting list form will be posted on the school website the day that registration closes.
- If open positions are unable to be filled with spring testing there will be a test administered in late July in an attempt to fill all open positions. Applicants that complete the late registration form will be contacted by email in mid-July if testing will be open for their grade level.
- The waiting list form will only be open for grades 1 - 5. All kindergarten positions will be filled with the first round of testing.



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What can we do to find out more information about the school?

- Attending Open House is a great way to learn specifics about the curriculum and offerings in our magnet program, see the campus, observe the teachers and students in action, and receive answers to questions.
- **2026 - 2027 OPEN HOUSE DATES: January 15th & 23rd at 9:30 AM.** The same information will be shared at both Open House sessions.
- Feel free to call the front office at 217-4680. Our office staff is happy to help in any way.
- E-mail Principal Emily Alcock at emily.alcock@cpsb.org with questions that are student specific.
- Stay tuned to the school Facebook and Instagram pages to see a glimpse of what makes T.S. Cooley a special place to learn and grow!

We are interested in having our students attend T.S. Cooley but we don't live near the school. What are our options?

- CPSB buses transport students in the magnet program from various locations around the parish. Families meet the buses in public parking lots for AM pick-up and PM drop-off. Bus schedules are posted at the beginning of each school year. There are pickup and drop off locations in Sulphur, Westlake, Moss Bluff, Iowa, south Lake Charles and north Lake Charles.
- Our Extended Day Program is available after school until 6:00 PM daily. EDP registration packets will be available in August. There are no drop-in rates, only monthly tuition. All families requiring extended day care will be able to secure enrollment. Students will not be able to attend until EDP registration packets are submitted.
- Student drop-off begins at 7:15 each morning. The car line closes at 3:15 each afternoon.

What are our next steps if we are offered a position?

- Families that are offered a position will complete official enrollment with CPSB. These directions will be included in the acceptance email with a deadline to submit required documents.
- New Family Orientation will be held in August. Students and parents will be invited to attend.
- New kindergarten families will meet individually with teachers in early August.

HOW TO REGISTER:

1. **VISIT [COOLEY.CPSB.ORG](https://cooley.cpsb.org)**
2. **CLICK ON THE ENTRANCE TESTING TAB OR LINK THAT DIRECTS YOU TO THE REGISTRATION SITE.**
3. **COMPLETE THE REGISTRATION LINK WITH ALL REQUIRED FIELDS.**
4. **CHECK YOUR EMAIL FOR CONFIRMATION.**
5. **PAY ONLINE FROM THE LINK SENT IN THE CONFIRMATION EMAIL OR BRING \$20 ON THE DAY OF TESTING.**

NO REMINDER EMAILS ARE SENT. BE SURE TO MARK THE DAY/TIME IN YOUR CALENDAR.*