



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Elementary Education and Professional Development

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## M E M O R A N D U M

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**DATE:** July 31, 2015

**TO:** Elementary School Principals, School Psychologists & Interventionists

**FROM:** Christine Ermold, Ed. D., Director of Elementary Education & Professional Development

**RE:** Early Entrance

[BP 5111](#) must be followed when considering a student for early admission to kindergarten or first grade. [AR 5111](#) and [E 5111](#) provide detailed instructions and procedures for considering a child for early entrance to school.

Please note that as stated in AR 5111, "If the child meets the criteria for early entrance and is enrolled in kindergarten, it is important that parents and staff recognize that it is still a provisional placement. The parent and staff should re-evaluate within two weeks and again in a month to see if the child is making the transition smoothly." This monitoring and re-evaluation should be led by the school's intervention team and should be reflected in notes from the intervention team's meeting.

**Due to reporting requirements with the State, this office must receive the following information for each student admitted to school under the KPBSD's Early Entrance policy by October 1st:**

- The child's early entrance screening packet (completed, and including the parent questionnaire, the child's performance tasks, and summary score sheet with the assessor's name and date on it.)
- A copy of the School Psychologist's report with the results of the IQ test.
- Any additional information considered by the school's intervention team or data regarding the child's transition into school.

If you receive a request for admission on or just before Oct. 1 (the deadline by which early entrance must be requested) please contact this office so a plan can be made to include the result of the request in the report to the State.