

**STUDENT AND PERSONNEL
SERIES 500**

505.2

TITLE: ENTRANCE, PLACEMENT AND TRANSFER

ENTRANCE, DATE AND AGE

No pupil may be enrolled in the kindergarten or first grade whose fifth (5th) or sixth (6th) birthday does not occur on or before the first (1st) day of September of the school year in which the child registers to enter school. Any child of the age of five (5) years who has completed a private or public out-of-state kindergarten for the required 450 hours but has not reached the age and date requirements set forth above, shall be allowed to enter the first grade.

INITIAL ENROLLMENT

Immunization records (or an appropriate waiver), birth certificate (subject to provisions of McKinney Homeless Assistance Act), and proof of physical residence within the boundaries of the school district are required for admission to the District.

If a birth certificate is not provided upon enrollment of a student for the first time in elementary or secondary school, the District shall notify the person enrolling the student in writing that he must provide within thirty (30) days either a certified copy of the student's birth certificate or other reliable proof of the student's identity and birth date, which proof shall be accompanied by an affidavit explaining the inability to produce a copy of the birth certificate. Other reliable proof of the student's identity and birth date may include a passport, visa or other governmental documentation of the child's identity. If the person enrolling a student fails to provide the information within the requested thirty (days), the District shall immediately notify the local law enforcement agency of such failure and again notify the person enrolling the student, in writing, that he has an additional ten (10) days to comply. If any documentation or affidavit received pursuant to this section appears inaccurate or suspicious in form or content, the District shall immediate report the same to the local law enforcement agency. Local law enforcement will investigate these reports. Failure of a parent, or person in custody of a child, or a person enrolling a student, to comply with the documentation requirements of this section after a lawful request ... shall constitute a misdemeanor.

PLACEMENT

The goal of the District shall be to place students at levels, grades and in settings that will enhance the probability of student success along with providing challenging coursework/classes. Placement may include alternative education settings. Classroom grades, a student's portfolio, the ISAT or IRI, classroom developmental testing, together with other relevant criteria, including, but not limited to, health, maturity, emotional stability, and developmental disabilities, will be considered in the placement of all students. Final disposition of all placement decisions rests with the principal, subject to review by the Superintendent and the Board.

TRANSFER

District policies regulating pupil enrollment from other accredited elementary and secondary schools are designed to protect the educational welfare of the child and of other children enrolled in the District.

Elementary Grades (K-8): Any student transferring into the District will be placed on a probationary basis for a period of two (2) weeks.

Should any doubt exist with teacher and/or principal as to grade and level placement of the student, the student shall be subject to an educational assessment to determine appropriate grade and level placement.

During the two - (2)-week probationary period, the student will be subject to observation by the teacher and building principal.

Secondary Grades (9-12): Any student transferring into the District will be placed on a probationary basis for up to one semester based on the student's past academic, attendance, and discipline records. This probationary basis may require enrollment in an alternative school setting for the purpose of credit recovery.

Credit Transfer: Requests for transfer of credits from any secondary school shall be subject to a satisfactory examination of the following:

1. Appropriate certificates of accreditation.
2. Length of course, school day and school year.
3. Content of applicable courses.
4. The school facility as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction).
5. An appropriate evaluation of student performance leading toward credit issuance.
6. Final approval of transfer credits will be determined by the high school principal, subject to review upon approval by the Superintendent and Board of Trustees.

Cross Reference: 3125 Education of Homeless Children and Policy 501.2

Legal Reference: Art. IX, § 9, Idaho Constitution- Compulsory Attendance at School
I.C. § 18-4511 School Duties—Records of Missing Child—
Identification Upon Enrollment—Transfer of
Student Records
I.C. § 33-201 School age
I.C. § 39-4801 Immunization required
I.C. § 39-4802 Exemptions

Adopted: August 8, 2005