

**MENOMINEE INDIAN SCHOOL DISTRICT**

421-Rule(1)

**KINDERGARTEN SCREENING PROCEDURES**

All children entering school for the first time shall be screened as per state law.

1. Each fall a special education representative and the District speech clinicians will help Headstart screen four-year old students using the DIAL R.
2. Headstart and the elementary principal will annually set a mutually agreed upon date in April for kindergarten registration and record release of those students who are attending Headstart and will be in District kindergarten the following year.
3. Kindergarten teachers will be released for the registration day to register students, meet parents/guardians, observe students, and review information and records at each Headstart site.
4. Prior to the registration day, Headstart will notify the elementary principal and teachers regarding students who are not ready for kindergarten based on observation, experience, and testing.
5. Headstart will provide a list of students needing Title I help to the Title I director by April with a copy to the elementary principal.
6. Headstart will provide a list of students who are identified as children with disabilities or suspected disabilities requiring individualized education program (IEP)-Team staffing, to the District special education designee in May with a copy to the elementary principal.
7. Separate screening and registration of students not attending Headstart will be done in August with kindergarten teachers, speech clinicians, a special education representative, the school psychologist, and other identified personnel allowed two days to conduct it.

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8. The elementary principal will be responsible for annually reviewing the kindergarten screening procedure.

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CROSS REF: Policy #420 School Admissions