

**MEDFORD AREA PUBLIC SCHOOL DISTRICT  
RURAL VIRTUAL ACADEMY**

**DATE ADOPTED: November 20, 2014    FILE SECTOR: RURAL VIRTUAL ACADEMY**  
**DATE REVISED: August 18, 2016    POLICY TITLE: ENTRANCE AGE**

Children who meet the age requirements of this state shall be enrolled in pre-kindergarten, kindergarten, and/or first grade at the beginning of the school year. Upon enrollment of a child in pre-kindergarten, kindergarten, or first grade, required documents including but not limited to a birth certificate and immunization records, shall be submitted in accordance with state and federal law and board policy.

The RVA shall enroll in pre-kindergarten, kindergarten, and first grade only those children who have become four, five, and six years of age respectively on or before September 1 in the year he/she proposes to enter school. A child whose birthdate does not meet the date requirements may apply for early admission to pre-kindergarten, kindergarten, or first grade. Applicants for early admission must meet the standards, conditions, and procedures adopted by the RVA Governance Board and Wisconsin law.

The RVA shall enroll in 9th grade those students who have successfully completed through grade level promotions all prior grades levels. Applicants for advanced admission into 9th grade must meet the standards, conditions, and procedures adopted by the RVA Governance Board.

Consortium district's have the right to refuse or accept applications for early entrance or grade level promotions based upon individual local school district policy and procedures.

**CROSS REFERENCE:**

**LEGAL REFERENCE: §115.79, 118.14, 120.12, 252.04, Wis. Stats. PI 36.06 Wisconsin Administrative Code**

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**DATE ADOPTED: November 20, 2014    FILE SECTOR: RURAL VIRTUAL ACADEMY  
DATE REVISED: August 18, 2016    POLICY TITLE: EARLY/ ADVANCED  
ADMISSION GUIDELINES**

**GUIDELINES FOR EARLY ADMISSION TO  
PRE-KINDERGARTEN/ KINDERGARTEN/ 1st GRADE/ 9th GRADE**

The Rural Virtual Academy Governance Board believes that it is only in exceptional cases that early admission to school or advanced grade levels is appropriate or a benefit to the child. The Governance Board recognizes, however, that children do develop at different rates, making early admission into school or an advanced grade level appropriate for some children. The RVA does not discriminate on the basis of disability. Consequently, a parent(s)/guardian(s) may request early admission to pre-kindergarten, kindergarten, first grade, or 9th grade by following the procedures and guidelines listed below:

1. A written application stating the reason for early entrance, (form RVA-JEB-E), must be completed by the parent(s)/guardian(s) and submitted to the RVA Administrator or designee for review.
2. If the applicant resides within a consortium member district, the application and request of the applicant will be forwarded to the consortium district for consideration. Only upon the approval of the consortium district will an applicant be allowed to proceed with this policy.
3. If the applicant is applying for early entrance to 4-year-old kindergarten (pre-kindergarten) in the RVA under open enrollment, the Medford Area Public School District may approve the application and assign the student to its 4-year-old kindergarten (pre-kindergarten) only if the student is evaluated and found eligible for early admission by the student's resident school district, in accordance with the resident school board policy under §120.12(25). An acceptance of open enrollment by the resident district would fulfill this eligibility requirement.

If the applicant is open enrolled, or applying for early entrance to 5-year-old kindergarten in the RVA under open enrollment, the Medford Area Public School District may approve the application and assign the student to either a 5-year-old kindergarten or if the student is evaluated and found not ready, the district may assign the student to pre-kindergarten (4-year-old).

If the applicant is open enrolled, or applying for early entrance to 1<sup>st</sup> grade in the RVA under open enrollment, the Medford Area Public School District may approve the application and assign the student to either 1<sup>st</sup> grade or if the student is evaluated and found not ready, the district may assign the student to 5-year-old kindergarten.

If the applicant is open enrolled, or applying for early entrance to 9<sup>th</sup> grade in the RVA under open enrollment, the Medford Area Public School District may approve the application and assign the student to either 9<sup>th</sup> grade or if the student is evaluated and found not ready, assign the student to the age or readiness appropriate grade level.

4. A personal interview with the parent(s)/guardian(s) will be held with the RVA Administrator or designee to determine the reason(s) for requesting early or advanced admission of his/her child. Grade level teacher(s) and school student services personnel may also be involved with this interview. Pending consensus that early or advanced admission would be in the best interest of the child, early or advanced entrance into the RVA may be granted following the completion of a written application and personal interview.
5. Should a consensus not be reached, or upon the request of the parent(s)/guardian(s), RVA Administrator or designees, appropriate screening programs, record requests, or evaluations may be utilized to further determine academic, social, physical, and emotional readiness for school or grade level. These screeners, record requests, and/or evaluations will be at no cost to the parent(s)/guardian(s).
6. After the screening, review of appropriate records and/or formal evaluation has been completed; the parent(s)/guardian(s) and RVA Administrator will meet and review recommendations. If there is no consensus in the recommendations, the RVA Administrator or designee will determine if the child is to be accepted for early or advanced admission.
7. A parent(s)/guardian(s) may appeal the decision of the RVA Administrator or designee to the RVA Governance Board who will review the case and render a decision. The Governance Board's decision will be final.

RURAL VIRTUAL ACADEMY

APPLICATION FOR EARLY ADMISSION TO  
PRE-KINDERGARTEN/ KINDERGARTEN/ 1st GRADE/ 9th GRADE

Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: Home \_\_\_\_\_ Work: \_\_\_\_\_

What is your resident school district? \_\_\_\_\_

*I am requesting that my child be permitted early admission to pre-kindergarten/ kindergarten/ 1st grade/ 9th grade. If requested, I give permission for my child to be evaluated and tested by a certified school psychologist and other school personnel, where appropriate, at no cost to me.*

Additionally, this is my reason for request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Date Received

(Attach any pertinent interview notes)

\_\_\_\_\_  
Date of interview