

# Administrative Regulation

AR 5111

## Students

### ADMISSION

#### Age of Admission

1. Proof of age shall be required of all enrolling students. The legal evidences of age are a birth certificate, baptismal certificate, passport, or immigration certificate.

2. A child who will have his or her fifth birthday between September 2 and December 2 of the school year shall be eligible for enrollment in transitional kindergarten at the beginning of that school year or at any later time in the same year.

A child who will have his or her fifth birthday after December 2 but during that same school year, may be admitted for enrollment in transitional kindergarten at the beginning of that school year or at any later time in the same year with the approval of the parent or guardian, subject to the following conditions:

(I) The governing board of the school district determines that the admittance is in the best interests of the child.

(II) The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

3. A child who will reach the age of five on or before September 1 ~~December 2~~ of the school year shall be eligible for enrollment in kindergarten at the beginning of that school year or at any later time in the same year. (Education Code 48000)

4. A child who will have reached the age of six years on or before September 1 ~~December 2~~ of the current school year shall be eligible for enrollment in the first grade. (Education Code 48010)

#### Priority of Acceptance

When the Superintendent or designee is considering the approval of a request for an interdistrict transfer permit or application for residency based upon a parent or guardian's physical employment within district boundaries, priority shall be given to:

a. Continuing interdistrict transfer permit students already enrolled. Priority will be based on date of enrollment.

b. Students of full-time employees of LCUSD. Priority will be based on date of employment.

c. Siblings of continuing interdistrict transfer permit students and/or students whose residency is based upon a parent or guardian's physical employment within district boundaries, who are already enrolled. Priority will be based on date of the first child's enrollment in the district.

d. Students of part-time employees of LCUSD who physically work at least 10 hours per week within district boundaries. Priority will be based on date of employment.

e. Students whose parents/guardians are residents of the City of La Canada Flintridge whose district of residence is Glendale Unified School District (area typically know as Sagebrush) with proof of release from district of residence. Priority will be based on a lottery ranking of applications from within this interdistrict transfer permit request category.

f. Students whose parents/guardian physically work full-time (a minimum of 30 hours on average per week) within district boundaries. Priority will be based on a lottery ranking of applications from within this applicant pool.

g. Students whose parents/guardian physically work part-time (a minimum of 10 hours on average per week) within district boundaries. Priority will be based on a lottery ranking of applications from within this applicant pool.

h. Students applying under Open Enrollment provisions who are transferring from a program improvement school ranked in decile 1 on the Academic Performance Index. Priority will be based on a lottery ranking of applications from within this permit request category.

i. All other students applying under Open Enrollment provisions. Applications will be ranked by lottery.

#### Capacity

In determining the issuance of permits and granting of new applications for residency based upon parent or guardian physical employment within district boundaries, the Superintendent shall adhere to classroom and grade level capacity limits are as follows:

TK-3: 19 students per classroom

4-6: 27 students per classroom

7-12: 336 students per grade level

Resource Specialist Program: 24 students per RSP teacher caseload

Special Day Classes: (K-6) 8 students per classroom

(7-12) 12 students per classroom

Speech and Language program: 40 students per speech and language pathologist caseload

Regulation

LA CANADA UNIFIED SCHOOL DISTRICT

revised: March 2, 2018

La Canada Flintridge, California