




## BULLETIN

**SUBJECT:** Kindergarten Continuance Forms 2019-20 NO. BS-28

**TO:** Elementary and K-8 Principals

**DATE:** March 20, 2020

**PREPARED BY:** Karen Wiker, **DEPARTMENT:** Internal Audit

**REVIEWED BY:** Rose F. Ramos **APPROVED:**   
Chief Business Officer

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We are required to have a completed Kindergarten Continuance form for each Early Kinder (who was age five as of September 1<sup>st</sup>) or Kinder student enrolled in 2019-20 that will be enrolled in Kindergarten next school year, 2020-21. This form is not needed for any Early Kinder student that turns age five from September 2<sup>nd</sup> through December 2<sup>nd</sup>. Failure to obtain an accurately completed form will result in a loss of ADA for the student's second year of Kindergarten.

Attached are the guidelines, a blank form, and a sample form with the dates completed. This form has been translated into several languages to better assist staff and families: Russian, Chinese, Spanish, Vietnamese, and Hmong, available at: <http://www.scusd.edu/internal-audit>.

The Kindergarten Attendance Anniversary Date is one year from the Kindergarten start date. This is typically the first day of school, but use the date one year from the student's first day of Kindergarten in the 2019-20 school year. This year's first day of school was August 29, 2019, so you would use the first day of the school in the 2020-21 school year, September 3, 2020. The date agreed to continue in Kindergarten for next school year ("I agree to...continue in kindergarten until: \_\_/\_\_/\_\_") should be the last day of next school year, June 17, 2021.

Please scan and email your completed Kindergarten Continuance forms to Internal Audit at [wikerk@scusd.edu](mailto:wikerk@scusd.edu) for review prior to the end of the school year. If you have any questions, please feel free to contact me via email or at (916) 643-7975.

Attachments: Kindergarten Continuance Agreement Guidelines  
Kindergarten Continuance Form – BUD-F007-E  
Kindergarten Continuance Sample Form – 2020-21 School Year

cc: Lisa Allen, Deputy Superintendent  
Christine Baeta, Chief Academic Officer  
Tu Moua-Carroz, Instructional Assistant Superintendent  
Mary Hardin Young, Instructional Assistant Superintendent  
Olga Simms, Instructional Assistant Superintendent  
Chad Sweitzer, Instructional Assistant Superintendent  
Kimberly Mackey, Instructional Assistant Superintendent

## **Kindergarten Continuance Agreement Guidelines**

The Kindergarten Continuance Parental Agreement form is pre-approved by the California Department of Education for use by school districts in compliance with the requirements of Education Code Section 46300(g).

Signed forms for all retained children must be kept on file for three years as part of the school district's "audit trail" for state apportionments (California Code of Regulations, Title 5, Sections 16025 & 16026).

Note that the California Department of Education recommends against obtaining consent to retain until near the anniversary date of the pupil's kindergarten admittance and that permission obtained unreasonably far in advance could be found invalid.

### **Form Definitions**

**Kindergarten Attendance Anniversary Date:** One year from the date that the student first began Kindergarten. For example, if the student started on the first day of the school year, August 29, 2019, the anniversary date will be September 3, 2020. If the student's first day of school is January 9, 2020, the anniversary date will be January 9, 2021.

"I agree to having my child...continue in kindergarten until:    /    /    ": This date will not be more than one year from the anniversary date above. For example, if the student's anniversary date is September 3, 2020, the continuance date can be the last day of school in June 2021, or any other date through September 3, 2020.

**Parent/Guardian Signature Date:** The form must be signed prior to the Kindergarten Attendance Anniversary Date, but not too far in advance of the anniversary date. For example, if the student's anniversary date is September 3, 2020, it would be reasonable for the form to be signed in June 2020, prior to the end of the school year.

### **Referenced Education Code Sections**

**Section 46300:** (g) (1) In computing the average daily attendance of a school district, there shall be included the attendance of pupils in kindergarten after they have completed one school year in kindergarten or pupils in a transitional kindergarten program after they have completed one year in that program if one of the following conditions is met:

(A) The school district has on file for each of those pupils an agreement made pursuant to Section 48011, approved in form and content by the department and signed by the pupil's parent or guardian, that the pupil may continue in kindergarten for not more than one additional school year.

(B) The pupils participated in a transitional kindergarten program pursuant to subdivision (c) of Section 48000.

(2) A school district may not include for apportionment purposes the attendance of any pupil for more than two years in kindergarten or for more than two years in a combination of transitional kindergarten and kindergarten.

**Section 48000:** (a) A child shall be admitted to a kindergarten maintained by the school district at the beginning of a school year, or at any later time in the same year, if the child will have his or her fifth birthday on or before one of the following dates:

(1) December 2 of the 2011–12 school year.

(2) November 1 of the 2012–13 school year.

(3) October 1 of the 2013–14 school year.

(4) September 1 of the 2014–15 school year and each school year thereafter.

(b) The governing board of the school district of a school district maintaining one or more kindergartens may, on a case-by-case basis, admit to a kindergarten a child having attained the age of five years at any time during the school year with the approval of the parent or guardian, subject to the following conditions:

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

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

(c) As a condition of receipt of apportionment for pupils in a transitional kindergarten program pursuant to Section 46300, and Chapter 3 (commencing with Section 47610) of Part 26.8, as applicable, a school district or charter school shall ensure the following:

(1) In the 2012–13 school year, a child who will have his or her fifth birthday between November 2 and December 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

(2) In the 2013–14 school year, a child who will have his or her fifth birthday between October 2 and December 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

(3) (A) In the 2014–15 school year and each school year thereafter, a child who will have his or her fifth birthday between September 2 and December 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

(B) (i) For the 2015–16 school year and each school year thereafter, a school district or charter school may, at any time during a school year, admit a child to a transitional kindergarten program who will have his or her fifth birthday after December 2 but during that same school year, with the approval of the parent or guardian, subject to the following conditions:

(I) The governing board of the school district or the governing body of the charter school 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.

(ii) Notwithstanding any other law, a pupil admitted to a transitional kindergarten program pursuant to clause (i) shall not generate average daily attendance for purposes of Section 46300, or be included in the enrollment or unduplicated pupil count pursuant to Section 42238.02, until the pupil has attained his or her fifth birthday, regardless of when the pupil was admitted during the school year.

(d) For purposes of this section, “transitional kindergarten” means the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate.

(e) A transitional kindergarten shall not be construed as a new program or higher level of service.

**Section 48011:** A child who, consistent with Section 48000, has been admitted to the kindergarten maintained by a private or a public school in California or any other state, and who has completed one school year therein, shall be admitted to the first grade of an elementary school unless the parent or guardian of the child and the school district agree that the child may continue in kindergarten for not more than an additional school year.

A child who has been lawfully admitted to a public school kindergarten or a private school kindergarten in California and who is judged by the administration of the school district, in accordance with rules and regulations adopted by the State Board of Education, to be ready for first-grade work may be admitted to the first grade at the discretion of the school administration of the district and with the consent of the child’s parent or guardian if the child is at least five years of age. When a child has been legally enrolled in a public school of another district within or out of the state, he or she may be admitted to school and placed in the grade of enrollment in the district of former attendance, at the discretion of the school administration of the district entered.

[Note: A year of attendance in kindergarten does not in itself qualify a child for admission to the first grade, unless the child was properly eligible under Section 48000’s age requirements at the time he or she began the year of kindergarten. Also refer to California Code of Regulations, Title 5, Section 200.]



# Kindergarten Continuance Form

## Parental Agreement for Pupil to Continue in Kindergarten

Reflects amendments to Education Code Sections 46300 and 48011, effective January 1, 1992

Name of Pupil: Joe Doe

Kindergarten Attendance Anniversary Date: September 3, 2020  
(One year from Kindergarten start date, mm/dd/yy)

Name of School Official Approving for District: Great Principal

### Information for Parent or Guardian

California law provides that after a child has been lawfully admitted to kindergarten and has attended for a year, the child shall be promoted to the first grade unless the school district and the child's parent/guardian agree to having the child continue to attend kindergarten for not longer than one additional year. This rule applies whether a child begins kindergarten at the beginning of a school year or at some later date, so that a child who begins kindergarten in January, for example, shall be promoted the following January unless there is a formal agreement to have him or her continue in kindergarten. Because kindergarten-age children do not develop at steady or predictable rates, the California Department of Education recommends that approval for a child to continue not be given until near the anniversary of a child's admittance to kindergarten.

I agree to having my child (named above) continue in kindergarten until 06 / 17 / 21  
(may not be more than one year beyond anniversary) (Date, mm/dd/yy)

Signature of Parent/Guardian: Must Complete 06 / 11 / 20  
(Signature Date)

Printed/typed name of Parent/Guardian: Must Complete

Address: Must Complete

Telephone number: Must Complete