NCC Kindergarten Policy

Conference Participation with Kindergarten Programs

A. When a new kindergarten is formed, the teacher must be eligible to receive a conditional certificate and be willing to take at least nine (9) quarter hours per school year toward the requirements for a SDA Teaching Certificate, if a current certificate is not already held.

B. Prior to issuing a contract to a Kindergarten teacher before the beginning of the school year, the school requesting the Conference to issue such a contract must agree in writing that should the Kindergarten teacher be terminated for lack of enrollment the school will be responsible for sharing on a 50/50 basis with the Northern California Conference any advance salary paid to the teacher. (Voted by NCC Board of Education on September 26, 1996)

C. The adopted North American Division Kindergarten Program is to be used.

Kindergarten Students and Multi-grade Combination Classrooms

A. Kindergarten **may** be combined with other primary grades in a small school**.** A small school can include Kindergarten with their elementary grades only if there are no more than three grades and the number of students is within the limits of the Pacific Union Education Code C11-104.

B. Any variation to the above combinations requires written approval from the Office of Education before implementation of the program.

C. The preferred kindergarten configuration is a self-contained class with not less than 10 and not more than 20 students.

Age Requirement

Schools must stay with the age requirement of 5.0 on or before September 1. Exceptions may be made with written approval from the Office of Education when there are assessment results that determine the student to be developmentally 5.0 on or before September 1. (Ed Code C13-112)

Noncompliance

Failure to comply with established student age eligibility requirements, including enrolling students without the required approval or exception, will result in administrative review and appropriate corrective action.

Steps to Address Non-Compliance:

1. Formal Written Notice: A written notice will be provided to the principal and school board chair identifying the policy violation and requesting an explanation of the circumstances surrounding the enrollment decision.

2. Corrective Action Plan: The principal will be required to submit a corrective action plan outlining how the school will address the violation and prevent future occurrences.

3. Mandatory Review of Enrollment Decisions: All Kindergarten enrollment decisions will be reviewed by the Conference Office of Education for approval before students are accepted. Superintendent Kindergarten classroom visit and attendance review will be in effect for two years.

All enrollment decisions must comply with established policies, and any exceptions must receive written approval by the Office of Education prior to the student's admission.