

SCHOOL ADMISSIONS
DIAGNOSTIC SCREENING

5150-R

The Johnson City Central School District has adopted the following plan for screening new entrants to the school district to fulfill the requirements for screening new entrants under Chapter 53 of the Laws of 1980.

Students to be Screened:

- * Entering kindergarten pupils.
- * New students at any grade level transferring into the district.
- * Students scoring below level 2 on third and sixth grade PEP Tests as developed by the New York State Education Department and administered locally.
- * Students below a comparable percentile score on the Regents Preliminary Competency Tests administered locally at the 8th or 9th grade level.

Identification of the students will be accomplished through individual building procedures.

Areas to be Screened:

- * Physical development
- * Cognitive development
- * Receptive and expressive language development
- * Articulation skills
- * Motor development

Procedures for Conducting Screenings:

1. Entering kindergarten students - kindergarten teachers, speech therapists, school nurse-teachers, and coordinators of basic skills.
2. New entrants grades 1-5 - coordinators of basic skills and trained staff will administer cognitive and motor assessments, as well as language/ articulation evaluation. School doctors and school nurses will be responsible for conducting physical evaluations.
3. New entrants grades 6-12 - guidance counselors will be responsible for checking cognitive development, articulation skills, receptive and expressive language development. Information will be recorded appropriately.
4. Students scoring below level on the PEP Tests - same procedure as for grades 1-5.
5. Students scoring below level on the Preliminary Competency Test - same as procedure for grades 6-12.

Screening Instruments to be Used:

1. Entering kindergarten -
 - * Cognitive and motor development - Holt Pre-reading Inventory.
 - * Speech and language - selected instruments by speech therapists (Goldman-Fristoe, CELF Test, or Utah Test).
2. New entrants grades 1-5 and students scoring below level on the PEP Tests -
 - * Cognitive development - cognitive Abilities Test and Lorge-Thorndike Intelligence Scale, or Slosson IQ Test.
 - * Speech and language development - selected instruments by speech therapists (Goldman-Fristoe, CELF Test, or Utah Test).
 - * Motor development - Developmental Test of Visual-Motor Integration, selected physical education activities.
3. New entrants grades 6-12, and students scoring below level on the PEP Tests and the Preliminary Competency Test -
 - * Cognitive development - achievement tests, IQ test, DAT, Iowa Tests, CAT, ACT, etc. within last two years, or refer to appropriate staff.
 - * Speech and language development - assessment by guidance counselors and/or speech therapists.
 - * Motor development - selected physical education activities.

Screening of Non-English Speaking Students:

The school district will accomplish the following in screening any non-English speaking children.

1. Provide an appropriate interpreter.
2. Administer and interpret test results appropriately.

Parent Notification of Screening:

All parents of students to be screened will be notified in writing. Building principals or their designee will mail a letter briefly describing the screening to parents. See Appendix I, II and V.

Confidentiality of Information:

Information about a student gathered as a result of the screening shall become a part of his/her school records. This information will be subject to the board policy confidentiality provisions. A screening profile will be completed on every student involved in the screening (see Appendix III, IV, VI, VII, and VIII).

All individuals involved in any aspect of the screening will be cautioned to maintain confidentiality about the results of the information.

Non-Biased Testing:

The school district will make every effort to make sure that the test instruments and method of administration are non-biased.

Reporting to Parents:

The results of the screening will be available to any parents who request them.

Personnel Responsible for the Screening:

The overall supervision and coordination of the screening has been delegated to the district Coordinator of Special Education. The accomplishment of the actual screening has been assigned to individual building principals. The administration of the screening instruments will be conducted by certified teaching staff, speech therapists, school nurses, guidance counselors, and coordinators of basic skills.

In-Service Training:

Appropriate in-service training will be handled through meetings and sessions designed to provide orientation for the screening staff. The orientation will include explanation of the screening mandate and assisting staff to insure proper test administration and interpretation.

Completion of Screening:

Screening of new entrants, including incoming kindergarten students, must be accomplished no later than December 1 of that school year. New transfer students coming in during the school year will be screened within 30 days of entry. Students falling below state cut-off levels on the PEP and PCT Tests shall be screened within 30 school days of those test results having been administered and analyzed.

Screening Results:

A written report will be prepared on each pupil screened. The report shall include a description of diagnostic screening devices used, the pupil's performance on those devices, and the appropriate referral, if any.

Referral to the Committee on Special Education:

Any student who is suspected of having a handicapping condition, based on the results of the screening, will be referred to the Committee on Special Education (within 15 calendar days of screening).

Referral of Suspected Gifted Students to the Superintendent:

Any student who is suspected of being gifted will be referred to the Superintendent of Schools and coordinator of the gifted program (within 15 calendar days of screening).

The following documents are attached:

1. Letter to parents regarding screening of new entrants.
2. Letter to parents regarding screening students below a certain level on 3rd grade PEP Testing.
3. Letter to parents regarding screening students below a certain level on 6th grade PEP Testing.
4. Letter to parents regarding screening students below a certain level on the PCT Tests.
5. Grades 1-5 Screening Profile sheet.
6. Kindergarten Screening Profile sheet.
7. Grades 6-12 Screening Profile sheet.
8. New entrant screening forms for C. Fred Johnson Middle School and Johnson City High School.

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Johnson City Central School District, Johnson City, New York