



Manhattan Beach Unified School District
2013-2014 Kindergarten Registration

First Steps to Educational Success!

**Manhattan Beach
Unified School District**

*Kindergarten Pre-Enrollment
Begins Monday, February 25th*

Do you know a child who lives in Manhattan Beach and will be 5 years old on or before October 1, 2013? If so, please let the family know it is very important that they go to their child's home/neighborhood elementary school during the week of February 25th through March 1st to fill out the "Elementary School Pre-Enrollment Information Sheet."

The child's parent/legal guardian must fill out the Elementary School Pre-Enrollment Information Sheet. The following items are required in order to begin the registration process:

(Please bring original and one copy of each item.)

- Birth Certificate
- Immunization Record Card
All students entering school in August 2013 are required to have proof of up-to-date immunizations, including chicken pox (varicella).

- Parent/Guardian's California Driver's License or ID Card

- Verification of Residence in Manhattan Beach

Verification of Residence in Manhattan Beach must be established before a child can be enrolled. Verification of Residence in Manhattan Beach requires the following:

1. A minimum of three (3) original *current* utility bills (NO PHONE BILLS) indicating service in the student's parent's name at his/her Manhattan Beach address.
2. Complete online Affidavit of Residency form as part of the online registration process beginning in April.

New Residents: In addition to the above requirements, the school will need the original Closed Escrow Papers OR the Original Grant Deed OR the Original Lease Agreement. (New residents must supply utility bills within 30 days of move-in date).

If you have a lease agreement that includes utilities, you may substitute utility bills with a California Driver's License or ID Card, original bank statement, credit card or car insurance statements. If you have further questions, please call your school site. Manhattan Beach Unified School District does employ staff for the purpose of conducting on-site residency verification.

MBUSD offers screening for optimum placement in our kindergarten program. Complete information about our kindergarten screening is available at local schools at the time of pre-enrollment.

Kindergarten parent orientation meetings will be held at the school sites. Parents/guardians who are unable to attend the meeting at their child's home school are welcome to go to any of the meetings listed below. Here is the schedule for these informative meetings:

Grand View	Tuesday	March 12, 2013	9:00 a.m.	Cafeteria	546-8022 x5461
Meadows	Thursday	March 14, 2013	9:00 a.m.	Cafeteria	546-8033 x5661
Pacific	Wednesday	February 27, 2013	9:00 a.m.	Cafeteria	546-8044 x5761
Pennekamp	Wednesday	March 13, 2013	9:00 a.m.	Cafeteria	798-6223 x5801
Robinson	Thursday	February 28, 2013	8:45 a.m.	Cafeteria	318-5120 x3261

Kindergarten screening will take place on April 17, 2013, at each elementary school site. Screening appointments will be scheduled when parents turn in their one-page pre-enrollment sheet. Please contact your child's school site for more information.



Elementary School Pre-Enrollment Information Sheet

Student's Legal Name: _____
(as listed on birth certificate)

Sex (M/F): _____ Grade: _____ Birth Date: _____

Place of Birth: _____
(City & State)

Parents/Guardian Name(s): _____

Address: _____ City: _____ Zip Code: _____

Home Phone #: _____ Cell Phone #: _____

Email Address: _____

Name of siblings enrolled or currently enrolling in the MB Unified School District:

Primary Language: _____

- What language did your child learn when they first began to talk?
- What language does your child most frequently use at home?
- What language do you use most frequently to speak to your child?

Special Needs or Abilities: GATE ___ Special Ed. IEP ___ 504 ___ Other: _____ N/A ___

Last School Attended: _____

Address: _____

City: _____ State: _____ Zip Code: _____

School Phone Number (Required): _____

Signature: _____

Office Use Only-

Date: _____ Student Number: _____ Family Number: _____

Manhattan Beach Unified School District

STUDENT INFORMATION FORM

Assignment of Kindergarten Pupils to A.M./P.M. Session

Final placement decisions will be made by professional staff utilizing criteria as stated in Board Policy #6152. You will be notified about a.m. or p.m. placement as soon as decisions are made.

To MBUSD Professional Staff: Kindergarten placement preference a.m. p.m.
(check one)

When considering placement options for the 2013-2014 school year, please consider the following information regarding the educational needs of my child:

(In addition, if available, background information in writing from your child's pre-school teacher would be very helpful.)

A.M. and P.M. teachers assist for approximately an hour in each other's classrooms. Teachers share ideas and learn from each other. Many parents request afternoon Kindergarten because it provides a more relaxing start to the child's day. It is often difficult to get children ready for school and in the classroom promptly at 8:00 a.m. Additionally, many children function better in the late morning and early afternoon. We are fortunate to be able to offer choices for our children and parents. Classes are balanced according to District Policy #6152.

Student's Name _____ School _____

Birthdate _____ boy girl Date _____

Address _____ Phone (Home) _____

Phone (Cell) _____

Parent Signature _____ Phone (Work) _____

Please attach any supporting data and/or pertinent documents that you feel would be helpful.

Board Policy – BP 6152

Instruction

Student Grouping

When assigning students to specific classrooms, the Superintendent or designee shall make every effort to provide the best possible learning environment for each child. Insofar as possible, consideration shall be given to:

1. Placement recommendations of the current classroom teacher.
2. Academic balance: high/medium/low achievers.
3. Balance of students with social/emotional problems.
4. Strengths and weaknesses of individual teachers.
5. Student interests, readiness, behavior and motivation.

The Superintendent or designee may accept from parents/guardians any information that would be helpful in making placement decisions.

Parents may submit information regarding the unique needs of their child by using the Student Information Form. (See Exhibit 6152)

After the school staff makes initial placements, the Student Information Forms will be reviewed in relation to the criteria stated above. The professional staff will make final decisions regarding the placement of students in classes.

During the school year, the Superintendent or designee shall make any adjustments in class placement that he/she may deem beneficial to the student or the educational program.

In elementary schools, teachers may group students within the classroom so as to accommodate individual differences and increase instructional effectiveness.

At the secondary level, class grouping for specific subjects may reflect like achievement and reduce the range of individual differences within classes. Insofar as possible, evaluations of student achievement shall represent a fair comparison with the performance of all students on a particular grade level or within a particular subject area, regardless of group designation.

Legal Reference:

EDUCATION CODE

35020 Duties of employees fixed by governing board

Second Reading: May 26, 1993

Adopted: May 26, 1993