



Mundelein Elementary School District 75 Acceleration Process

In alignment with Board Policy 6:130

BOE Reviewed 12.13.2022

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Early Entrance to Kindergarten or First Grade

About Early Entrance

A unique type of whole-grade acceleration is early entrance to school (i.e., Kindergarten or first grade). When considering early entrance into kindergarten or first grade, keep in mind it is a process designed to meet the academic and social needs of the child. Students accepted into Kindergarten or 1st grade early are placed in a class where peers could be up to two years older.

Early entrance is considered when guardians request that their child be enrolled in Kindergarten or 1st grade at the start of the upcoming school year even though the child is not yet five years old (Kindergarten)/six years old (1st grade) on or before September 1.

Criteria for Early Entrance to Kindergarten

- The child's fifth birthday falls between September 2, 20XX and November 30, 20XX
- Child attended a preschool taught by a certified early childhood teacher
- Complete and submit the following forms:
 - [Early Entrance Request Form](#) - Due April 1st
 - [Parent Questionnaire for District review](#) - Due April 15th
 - [Preschool Teacher Questionnaire](#) - Due April 15th
- If eligible, child is screened for school readiness by District and/or Building Administrator

Criteria for Early Entrance to First Grade

- The child's sixth birthday falls between September 2, 20xx and December 31, 20xx
- Child attends a full-day preschool/kindergarten program
- Complete and submit the following forms:
 - [Early Entrance Request Form](#) - Due April 1st
 - [Parent Questionnaire for District review](#) - Due April 15th
 - [Preschool Teacher Questionnaire](#) - Due April 15th
- If eligible, child is screened for school readiness

Timeline

- End of February: Application Process Window Opens
- April 1st: Parent Request Form DUE
- April 15th: Teacher and Parent Questionnaires DUE
- May: District review of early entrance requests
- June: Probationary placement decision shared with family
- August-October: After the six to eight week probationary period concludes, the final decision is shared with family

Single Subject Acceleration Application Process

When considering single subject acceleration, the process is designed to meet the academic and social needs of the student. Students who are recommended to accelerate a grade level in a single subject area are placed in classes where peers could be up to two years older.

All single-subject acceleration requests must be submitted by April 1st for Trimester 1 of the following school year and October 1st of the current school year for Trimester 2. After entrance into the accelerated class, a 45 day probationary period will begin. Single subject acceleration application deadlines are listed in the charts below based on entrance for Trimester 1 or Trimester 2.

Trimester 1 Start

Current Grade Level	Projected Accelerated Grade Level	Application Deadline
Grade 5	Grade 7	Spring of 5th grade by April 1
Grade 6	Grade 8	Spring of 6th grade by April 1
Grade 7	Grade 9	Spring of 7th grade by April 1
Grade 8	Grade 10	Follow MHS Registration Process

Trimester 2 Start

Current Grade Level	Projected Accelerated Grade Level	Application Deadline
Grade 6	Grade 7	Fall of 6th grade by the 30th day of student attendance in the fall
Grade 7	Grade 8	Fall of 7th grade by the 30th day of student attendance in the fall
Grade 8	Algebra 1 only	Fall of 8th grade by the 30th day of student attendance in the fall

The following represent significant concerns that may be an indicator that content acceleration is not appropriate:

1. The student would be accelerated into the same class as (or a higher grade than) a sibling.

2. The student presently has a sibling in the same class. (eg. a twin)

Step 1: Completed by the Requestor

- **Parent/Student/Teacher Initial Request**
 - [Single Subject Acceleration Request Form](#) by April 1st (Tri 1 placement) or by the 30th day of student attendance in the fall (Tri 2 placement)
 - Completed by Teacher, Parent/Guardian or Student

Step 2: Completed by Classroom Teacher

- Current Teacher completes Data Questionnaire
 - [Single Subject Acceleration Teacher Questionnaire](#) by April 15th (Tri 1 placement) or by the 45th day of student attendance in the fall (Tri 2 placement)

Step 3: Completed by District

- D75 Acceleration team reviews the request
 - D75 collects additional data about the student that will include, but not limited to:
 - Demonstrate at least 80% Proficiency on the End of Year Math assessment (Math)
 - Demonstrate at least 80% Proficiency on the End of Year Writing sample (ELA/SLA)
 - D75 Acceleration team will review data
 - Team includes: a Teaching & Learning Administrator, a Student Services Administrator, and the Building Principal
- Placement decision shared with the family in June (Tri 1) or November (Tri 2)
 - If a probationary content acceleration is recommended, there is a six-eight week probationary period, after which a final decision is shared with the family

Whole Grade Acceleration Application Process

When considering whole grade acceleration, the process is designed to meet the academic and social needs of the student. Students who are recommended to accelerate a whole grade level are placed in classes where peers could be up to two years older.

All whole grade level acceleration requests must be submitted by April 1st. All whole grade level accelerations, if determined appropriate, will occur in the Fall of the following school year and will have a 45 day probationary period. Acceleration will only be considered if it does not result in an additional change in school building. In the current building configuration this means whole grade acceleration would be considered in the Spring of the students K, 2nd, 3rd, 5th, or 6th grade school years.

The following represent significant concerns that may be an indicator that whole grade acceleration is not appropriate:

1. The student would be accelerated into the same grade as (or a higher grade than) a sibling.
2. The student presently has a sibling in the same grade. (eg. a twin)

Step 1: Completed by the Requestor

- **Parent/Student/Teacher Initial Request**
 - [Whole Grade Acceleration Request Form](#) by April 1st
 - Completed by Teacher, Parent/Guardian or Student

Step 2: Completed by Classroom Teacher

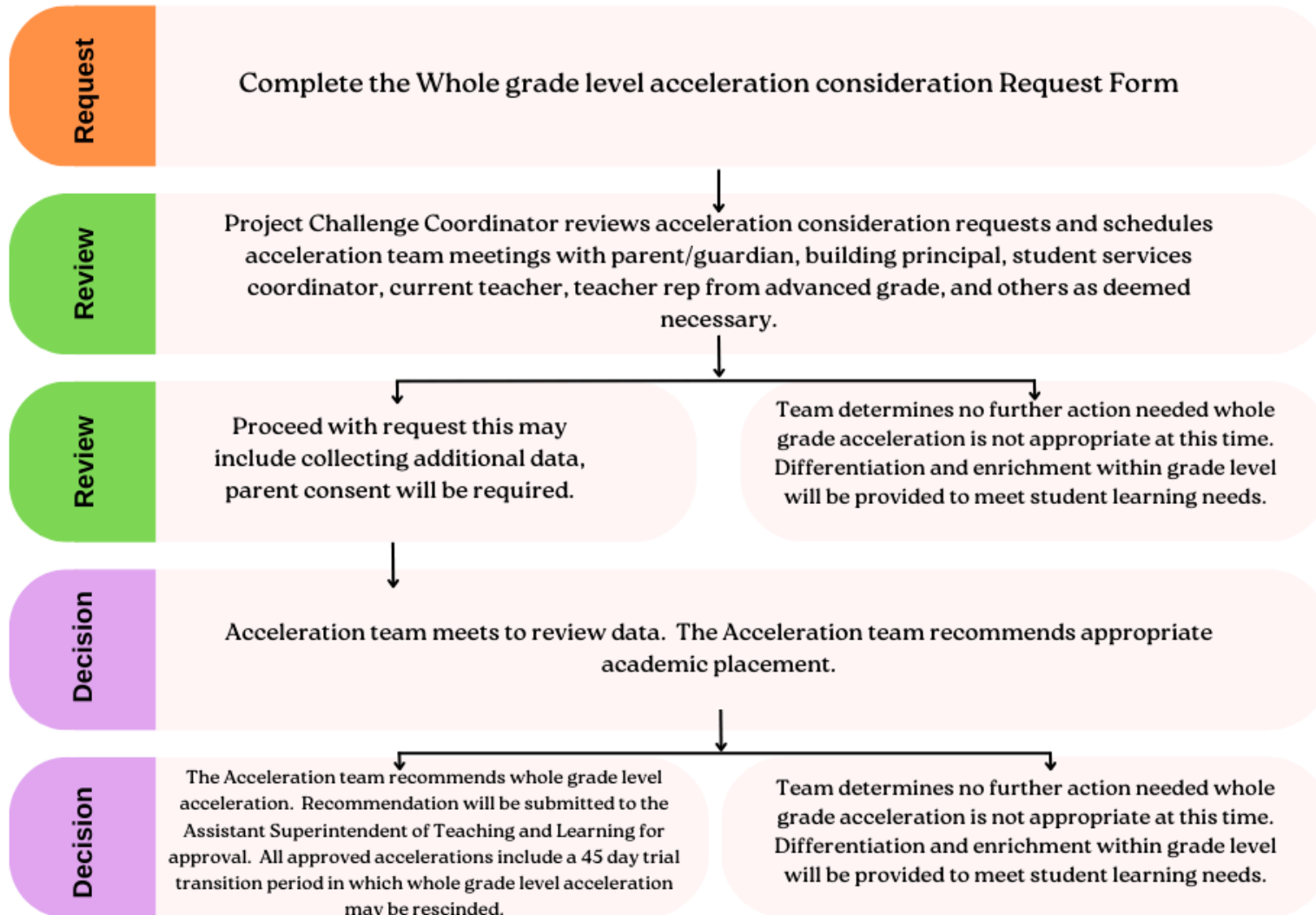
- Current Teacher completes Data Questionnaire
 - [Whole Grade Acceleration Teacher Questionnaire](#) by April 15th

Step 3: Completed by District

- D75 Acceleration team reviews the request
 - D75 collects additional data about the student that will include, but not limited to:
 - Demonstrate at least 80% Proficiency on the End of Year Math assessment (Math)
 - Demonstrate at least 80% Proficiency on the End of Year Writing sample (ELA/SLA)
 - D75 Acceleration team will review data
 - Team includes: a Teaching & Learning Administrator, a Student Services Administrator, and the Building Principal
- Placement decision shared with the family in June (Tri 1) or November (Tri 2)
 - If a probationary content acceleration is recommended, there is a six-eight week probationary period, after which a final decision is shared with the family

Whole Grade Acceleration

Mundelein Elementary School District 75



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