

Administrative Practices and Procedures  
Ensuring Resident Preschool Children the  
Opportunity to Participate in Approved Preschool Programs

The Sharon Springs Board of Education will appoint, monitor and maintain a Committee on Preschool Education whose function shall be to serve the needs of the District's preschool children according to Education Law.

The CPSE is charged with making all reasonable efforts to locate and identify such children and to provide appropriate programs for them. The District will supply a list of state approved evaluation centers located within the area upon receipt of a referral from a parent, physician, agency or preschool. After consent is received from the parent/guardian, the CPSE will forward consent to the selected evaluation center. It is the responsibility of the evaluation center and the parent to schedule and arrange an evaluation.

When evaluation results are made known to the CPSE, a meeting shall be scheduled. The Parents, the Committee Parent Representative, the County Representative, and the Preschool Service Providers are notified by mail of the scheduled meeting. If applicable, the CPSE assists those concerned in securing placement or itinerant services. In an attempt to insure the continuation of appropriate placement and programs, the CPSE Chairperson is encouraged to attend agency planning conferences. The CPSE will conduct annual reviews as required by law.