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2017-18 PRE-KINDERGARTEN REGISTRATION INFORMATION

Dear Parents/Guardians:

The Ravena-Coeymans-Selkirk Central School District is excited to again offer a Universal Pre-Kindergarten (UPK) program for the 2017-18 school year. This program is available to any **resident** child whose birthdate is between **12/2/2012** and **12/1/2013**, regardless of household income. (Please note: This age requirement is a mandate of the NYS grant that funds our program, and is NOT flexible.)

During the 2017-18 school year, each elementary building will hold a daily morning session (9:00 - 11:30 a.m., 9:00 - 11:15 a.m. on Fridays) and a daily afternoon session (1:00 - 3:30 p.m., 12:45 - 3:00 p.m. on Fridays). Each session will be limited to 18 students, for a total of 72 students throughout the school district. Each student's residential address will determine whether they are placed at Pieter B. Coeymans or A.W. Becker Elementary School. Parents may indicate a preference for the morning or afternoon session, but the final placement will be based upon the most efficient design of the bus routes.

The RCS School District will provide bus transportation for all pre-kindergarten students who are 4 years old, contingent upon Board of Education and voter approval of the school budget. According to NYS law, students who are 3 years old at the beginning of the school year may NOT be transported on a school bus, so parents will need to secure alternate transportation until the child's 4th birthday.

Parents are encouraged to attend one of the **Community Fun Fairs** to register their child for Pre-K:

Pieter B. Coeymans Elementary School
66 Church Street, Coeymans
Tuesday, January 10, 4:00 p.m. - 6:00 p.m.

A. W. Becker Elementary School
1146 Route 9w, Selkirk
Thursday, January 12, 4:00 p.m. - 6:00 p.m.



The Fun Fairs are co-sponsored by the Ravena-Coeymans-Selkirk Community Library, and will feature crafts, snacks, and other activities for young children, and information for parents, in addition to the opportunity to register for pre-kindergarten and kindergarten.

If you are unable to attend a Fun Fair, you can register in person at the District Offices at 15 Mountain Road in Ravenna. Please call the Registrar (518-756-5600 x6014) on or after January 13 to make an appointment.

The following documents will be required for registration:

- Child's Birth Certificate
- Identification of registering parent (i.e. Driver's License)
- **Two** Proofs of Residency (see Registration Cover Letter for more details)
- Completed Enrollment Form

If the student has an **IEP** (Individualized Education Plan) or there is applicable **Custody Documentation**, please bring these to registration as well.

You must also submit **immunization records and a Health Appraisal Form** prior to the beginning of school in September. Students who are missing these records will NOT be allowed to attend school.

If the number of students registered exceeds the 36 slots available at either building, a public lottery will be held on **March 3, 2016**, in the Village of Ravenna Courtroom at 15 Mountain Road. You do not need to be present in order for your child to be selected in the lottery. This lottery is mandated by the NYS Universal Pre-Kindergarten Grant and will include all children who have completed registrations **by the end of the business day on Tuesday, February 28, 2017**. If there are fewer than 36 students registered at each site, then the lottery will be canceled. You may check the district website (www.rcscsd.org/academics/prek.cfm) on or after Wednesday, March 1 to see the status of the selection lottery.

All applicants will be notified of their enrollment status by mail during the week following the lottery. Children who are registered **AFTER** February 28, 2017, will not be included in the lottery. Instead, they will be enrolled in any remaining slots or placed on a waiting list on a **first-come, first-serve basis**.

Additional information, including bus routes and a Teacher Welcome Letter, will be sent to all enrolled students during the summer of 2017. Families will also be invited to a UPK Welcome Start visit during the first week of school. These visits give us an opportunity to meet new students and their parents/guardians while they explore the classroom, learn about the program, and ask important questions.

If you have any questions, or if your plans change before the start of school, please contact the Registrar or building principals. We look forward to working with you as your child begins this exciting experience in learning.

Sincerely,

Hakim Jones, *Principal*
Christine Gerrain, *UPK Teacher*
Pieter B. Coeymans Elementary School

Debra Neubart, *Acting Principal*
Bridget Engelhardt, *UPK Teacher*
A. W. Becker Elementary School