

Chisholm Elementary School

Pre-Kindergarten Enrollment Information and Procedures

2019-2020



Our Pre-K is a voluntary-based, “space available” program. The maximum class size is 20 students and each class will be taught by a certified Early Childhood Teacher. Each class will also have a Teacher’s Assistant. Classes will be full-day. The school times will be 8:10-2:35.

Because space is limited, Chisholm Elementary will use a “**Pre-K Drawing**” method to determine who may attend. Tickets will be drawn at random, one at a time, to determine the enrollment list for the classes. If the number of students exceeds the capacity of students and classes, then the remaining students will be drawn for the “order of the waiting list”. The actual Pre-K drawing is not open to the public, but will be witnessed by parent and administrative representatives.

Drawing Requirements:

- Students **MUST** be **four** years old **on or before September 1, 2019**
- Parents or guardians must provide **proof of residency** (i.e. utility bill, lease agreement, construction contract, etc.)
- Parents must **complete the Pre-K Application** and submit it to the elementary office to receive a ticket for the drawing. Applications must be submitted no later than **Tuesday, April 2nd at 3:30** to be eligible for the drawing.
(Applications are available online and in the office.)
- Twins should be submitted on **one** application
- **Drawing** will be held **Tuesday, April 2nd at 4:00 p.m.**
- **Pre-K roster and waiting list will be posted on the front doors by 5:00 p.m. on Tuesday, April 2nd.**

You will need to attach the following documents to the PreK Application to be eligible for the drawing:

1. **PROOF OF RESIDENCY**
2. **State Issued Birth Certificate**
3. **Current Shot Records**
4. **Social Security Card**
5. **Any legal documents including but not limited to:**
(Power of Attorney, custody/guardianship, Restraining Orders, divorce decree, etc.)
- *6. **Completed Enrollment Packet provided in the CES office**

