

# Lancaster Central School District

177 Central Avenue  
Lancaster, NY 14086  
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Curriculum Office

January 2017

Dear Parent,

Based on anticipated state funding for the Universal Pre-Kindergarten (UPK) program, a joint program between Lancaster Central School District and Lancaster's UPK provider will be available for the 2017-2018 school year.

Students will be selected by lottery to participate in the 2017-2018 UPK program. Parents may attend the lottery. In the lottery process, student names will be drawn at random from the returned applications. If your **child will be four (4) years old on or before December 1, 2017**, you are a legal resident of the Lancaster Central School District, and you would like your child to be included in the lottery drawing for enrollment in the program, please complete the form below and **return it by THURSDAY, MARCH 16, 2017 to the address below**. If you have twin/triplet children who are eligible, please include all of their names on one form and check the twin/triplet designation. Twins/triplets are automatically enrolled if their sibling is chosen and if there is room in that time period. Children who turn five (5) years old before December 1, 2017 are school eligible and therefore not eligible for UPK.

Students participating in the UPK program will be enrolled in either the morning (currently 9:00 a.m.-11:30 a.m.) or afternoon (currently 12:15 p.m.-2:45 p.m.) session. Please note that these hours may be subject to change. This is a 5-day per week program. The UPK program will be housed in the Central Avenue school building.

As noted on the form below, you must provide your preference for the morning or afternoon UPK session. The student slots will be filled in sequential order as names are randomly selected from the returned applications. All children will be placed in their first choice, as long as those sessions remain open. Once a session has closed, and a second choice has been provided on the application below, the child will be placed there. If no second choice is provided, the child will be placed on a wait list for their first choice. Every attempt will be made to accommodate a first choice, without guarantee. Please review the Pre-Kindergarten (Pre-K) Lottery Procedure at <http://www.lancasterschools.org/Page/17264>.

The public lottery drawing will be conducted on **Monday, March 20, 2017 at 5:00 p.m. in the William Street School multi-purpose room, 5201 William Street, Lancaster, New York 14086**, and those selected will be notified by mail within approximately two weeks with enrollment and registration information. If your child's name is not drawn and your child is placed on a wait list, you will be notified by mail within approximately two weeks. No lottery results will be given by telephone or email.

Please send your completed application to: ELED Curriculum/UPK Lottery, 177 Central Avenue, Lancaster, NY 14086. **The application is due on Thursday, March 16, 2017.** Applications received after the lottery application due date will be placed on the wait list.

If you have any questions regarding the UPK program or enrollment, please contact Karen Marchioli, Director of Elementary Education, at 686-3390 or [kmarchioli@lancasterschools.org](mailto:kmarchioli@lancasterschools.org).

(CUT AND RETURN FORM)

I would like my son/daughter, who will be four (4) years old on or before December 1, 2017 and who is a legal resident of the Lancaster Central School District to be included in the UPK lottery enrollment selection process for the 2017-2018 school year.

Please check the one that applies: AM only \_\_\_\_\_ PM only \_\_\_\_\_ Either AM or PM \_\_\_\_\_\*

\*If you marked "**Either AM or PM**", you must indicate (circle) your 1<sup>st</sup> and 2<sup>nd</sup> choice: 1<sup>st</sup> choice: AM or PM; 2<sup>nd</sup> choice: AM or PM

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Male \_\_\_ Female \_\_\_ Twin/Triplet \_\_\_  
(Twin/Triplet Name(s): \_\_\_\_\_ Male \_\_\_ Female \_\_\_ )  
\_\_\_\_\_ Male \_\_\_ Female \_\_\_ )

Parent's Name: \_\_\_\_\_ Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Legal Address: \_\_\_\_\_

Lancaster Central School District resident: Yes \_\_\_ No \_\_\_

I understand that a lottery system will be used to select students to fill the UPK program for the 2017-2018 school year.

Parent/Guardian's Signature \_\_\_\_\_