

CENTRAL REGISTRATION

10 Civic Center Plaza  
P.O. Box 8741  
Mankato, MN 56002-8741  
Office • 507•387•2125 Fax • 507•387•2618

January 2022

Welcome to the Mankato Area Public Schools!

As a parent or guardian of a student in our schools, you are our most important and valued partner in the work of our school district. Mankato Area Public Schools is committed to working together equitably, with families and communities, so that each learner has the knowledge and skills to be a successful and contributing citizen in a diverse global society. This drives our work every day, and we are thrilled to have you join us on this exciting journey.

Our records indicate you have an incoming kindergartner to Mankato Area Public Schools starting in September 2022. We are enclosing a checklist of items that need to be completed for Kindergarten Registration.

**Registration will be held January 10 to February 11, 2022**

Please either email, fax, mail copies or stop into our office with the required documents.

Email - [centralregistration@isd77.org](mailto:centralregistration@isd77.org)

Fax - 507-387-2618

Mail - Mankato Area Public Schools

Attn: Central Registration

10 Civic Center Plaza

Mankato, MN 56001

Early childhood screening is required for entrance into kindergarten. All incoming kindergartners must be screened before they start kindergarten. This is a FREE service that supports your child's readiness for kindergarten. If your child has not yet been screened, please call 507-387-2125 to schedule an appointment.


If you are not planning to enroll your child in kindergarten in the Mankato Area Public Schools this fall, please call the Central Registration office at 507-387-2125 or email [centralregistration@isd77.org](mailto:centralregistration@isd77.org) to give us that information so you can be removed from our enrollment list.

**Kindergarten Roundup** - Please visit our website the last week of March for information regarding Kindergarten Roundup plans for this year. If the pandemic requires a different plan, we will communicate those through the website as well.

The kindergarten year is most important because it is the beginning of your child's formal education. We look forward to working with you so your child's kindergarten experience is fun, productive and filled with rich learning experiences. We are committed to safe, welcoming and inclusive learning environments and value your active participation to help make that happen for each of our students.

Our school staff looks forward to meeting you and your student and making kindergarten a great experience for your family.

Sincerely,



Paul Peterson  
Superintendent



# Kindergarten Registration Checklist

Central Registration Office

10 Civic Center Plaza

Mankato, MN

507.387.2125

Please either email scanned copies of the birth certificate and immunization records to [centralregistration@isd77.org](mailto:centralregistration@isd77.org) or fax them to 507-387-2618 or you can stop into our office and we will make copies of the records.

If your child is **NOT** attending Mankato Area Public Schools please call Central Registration to inform them of your plans. This will remove your child's enrollment and our staff will no longer follow up with you throughout the summer about completing the registration process for Kindergarten in ISD 77.

## Kindergarten Entrance Requirements:

- ☐ **Online Registration** - can be done at home. For the **online** options, please see **page 2** of this document (turn over). Please note: Registration process needs to be completed on a computer, laptop or tablet. **PHONES do not work correctly with this process.**
- ☐ **Immunizations** - Please provide the most current documentation of required Immunizations. Please see the letter from Mankato Area Schools Health Services.
- ☐ **Official State Issued Birth Certificate.** The State of Minnesota requires parents to provide a copy of a legal Birth Certificate at the time of Kindergarten Registration. Please provide a copy of the birth certificate. We do not accept the Hospital Certificate (the one with the footprints) as it is not a legal document. If you do not own a Birth Certificate and your child was born in MN, you can get a legal birth certificate at the Government Center in Mankato located 410 S 5th St. Parents/Guardians need to bring an ID to the Government Center and the cost is \$26. If your child was born in another state, contact the county courthouse in the state your child was born.
- ☐ **Early Childhood Screening** is to be completed prior to the start of the Kindergarten year and through the age of 5 years old. To make an appointment for this Spring, please call the Central Registration at 507-387-2125 to schedule an appointment with our office. Limited appointments are only available in early September 2022 and are not offered during the summer. If your child has already had a screening in the Mankato School district, we have those records and you do not need to schedule an appointment or supply screening records.
- ☐ **Transportation Forms** if your address is eligible for bus transportation, a form will be emailed to you once your online registration is uploaded. To determine if your address is eligible for busing or to determine the assigned school please go to [www.isd77.org](http://www.isd77.org). In the Search bar, search for Bus Transportation, then click "Determine Eligibility for Busing".

## Online Options

### Online Option 1: Parent Portal (if you have an account with your older children in our district)

**\*\*This option only applies if you have a child currently enrolled in our district AND you have an Infinite Campus Parent Portal account.**

Step 1: Log into the parent portal on a computer (the phone doesn't work for registration).

<https://mankatomn.infinitecampus.org/campus/portal/mankato.jsp>

Step 2: Select the **KINDERGARTEN REGISTRATION** link

Step 3: Follow the instructions to complete registration forms for your kindergarten student.

**\*\*If you need assistance logging into your parent portal account, please email our Infinite Campus Support team at [ICSupport@isd77.org](mailto:ICSupport@isd77.org)**

### Online Option 2: Website

**\*\*\*OUR ONLINE REGISTRATION PROCESS IS NOT CELL PHONE FRIENDLY\*\*\***

1. Go to [www.isd77.org](http://www.isd77.org) --- Click Enroll.
  - a. **Step by Step Visual Online Registration Instructions will be on the Enroll page**
2. On the Central Registration page, click the "Click for Registration" blue box.
3. Read the detailed information on the "Resident Registration" page
4. Click the blue box "K-12 New Student Online Registration" and type required information and then click Begin Registration.
5. You will receive an email from a DO NOT REPLY email with the secure link to begin the registration.

Our registration process is only available online and it is connected to our database which prompts notifications to specific departments depending on your answers (health concerns, Special Ed, English Learner and parent release forms).

If a computer or laptop is not available to you, please consider stopping into the Central Registration office to use our guest computers or use the Public Library computers. This process is **NOT phone friendly.**

### Central Registration Office Hours:

Please arrive an hour before closing to ensure there is enough time to complete the process as Central Registration only has two guest computers.

- School Day Hours: Mon - Fri 7:30am - 4:30pm
- Summer and Non-school Days Hours: Mon - Fri 7:00am - 4:00pm

**We are excited to welcome you to the Mankato Area Public Schools and assist you with your Kindergarten Registration!**



OFFICE of SCHOOL HEALTH SERVICE

**TO: PARENTS OR GUARDIANS**

**FROM: MANKATO AREA SCHOOLS HEALTH SERVICE**

We welcome your child to kindergarten and look forward to working with you in maintaining your child's health throughout his/her school years.

The Minnesota School Immunization Law requires that your child have documentation of certain immunizations on file with the school district before your child can start kindergarten this fall. Documentation of the following immunizations will be required:

- **DTaP** (diphtheria, tetanus, pertussis): 5 doses (Fifth shot not needed if 4<sup>th</sup> was after age 4. Final dose of DTaP must be on or after age 4.)
- **Polio**: 4 doses (4<sup>th</sup> shot not needed if 3<sup>rd</sup> was after age 4. Final dose of polio must be on or after age 4.)
- **MMR** (measles, mumps, and rubella): 2 doses given after first birthday
- **Hepatitis B**: a series of 3 immunizations given over a six-month period
- **Varicella** (chickenpox): 2 doses **or** documentation of disease history (including the year) signed by the health care provider.

In addition to the required immunizations, we recommend a physical examination by your child's healthcare provider and a dental checkup by your child's dentist. Please call your health care provider's office for an appointment as soon as possible. Complete and return the Pupil Immunization Record and sign Box 3. If your child will not be receiving any of these immunizations for **medical reasons** have your health care provider sign 1A. or because of your **conscientiously held beliefs** sign 1B. Conscientious exemptions must be notarized. Sign Box 3 if you agree to share your child's immunization information with Minnesota's immunization registry (MIIC).

**Before your child can attend school this fall, proof of immunizations or a completed exemption form must be on file with the Health Service Office at East or West High School.** Mail the completed record as soon as possible to:

**For these schools:** Eagle Lake, Franklin, Kennedy,  
Rosa Parks and Washington

School Health Service, East High School  
2600 Hoffman Road  
Mankato, MN 56001  
(507) 207-3730  
(507) 387-3043 FAX

**For these schools:** Bridges, Hoover, Jefferson,  
Monroe and Roosevelt

School Health Service, West High School  
1351 South Riverfront Drive  
Mankato, MN 56001  
(507) 207-3915  
(507) 207-3991 FAX

Thank you for your cooperation. If you have any questions, please call the Health Service Office at East High School at 507-207-3730 or West High School 507-207-3915.