Pre-K Parent Information

Pre-K Round-Up

Our Pre-K program is a voluntary program for children who turn 4 years old on or before September 1. We offer both full-day and half-day classes. Students are selected through a random selection process since our availability is somewhat limited. Each class has a certified teacher and a teacher assistant. Class sizes are limited to no more than 20 students.

Here are a few frequently asked questions that will help guide your enrollment process:

Is Pre-K Round-Up Required?

Yes, Pre-K Round-Up online enrollment is required for all families who wish to be included in the drawing for a spot in a Pre-K class. Open spots will be filled by a random draw of all students who have **completed** the enrollment process by the deadline. ***Incomplete enrollments will NOT be included in the drawing.***

How do I enroll my child in Pre-K?

- **Please do not try to enroll before Pre-K Enrollment opens. Enrollments submitted before that time will be discarded and, therefore, will not be included in the PreK Drawing.**
- You will need to complete the enrollment process on the dates listed above. Only complete enrollments, including the required documents below, will be accepted,
    - Official State-issued Birth Certificate
    - Valid Photo ID for Parent/Legal Guardian
    - Immunization Record (click HERE for required Vaccine Information)
    - If Applicable, Legal Documents (Divorce decree, Custody, Guardianship, Name change, etc.)
    - Two (2) current Utility Bills in the parent/guardian's name (Gas, Water, Electric, Mortgage, Lease agreement, Proof of utility service letter)
    - If you are not listed on the bill, a residency verification by affidavit may be necessary - please see page 4.

- Students who submit completed enrollment (with all required documents) will be entered into a drawing to determine placement for the upcoming school year. Spots for Pre-K are limited.

After I have submitted my child's enrollment, what do I need to do?

All of our MPS parents/guardians of elementary-aged students (Pre-K through 4th Grade) will need to verify their address electronically in July via jotform.

How old does my child need to be for Pre-K?

To be eligible for Pre-K, students must be 4 years of age on or before September 1.

Students who are kindergarten age (5 years old on or before Sept. 1) may be considered for Pre-K enrollment. Pre-K enrollment for 5-year-old students (on or before Sept. 1) will require approval under special circumstances.

What if my child is attending Pre-K this year? Can they be in the drawing to attend Pre-K again next year?

Our spots for both full-day and half-day general education Pre-K are limited and will be reserved for students attending MPS Pre-K for the first time.

Drawing Information:

The drawing will be fair and impartial. Regardless of the date or time the enrollment process was completed, all completed submissions received by the deadline will have an equal opportunity to be selected to attend Pre-K.

Will my child get to attend his/her home school? I have other children that attend school and I need them to be placed together at one elementary school.

Unfortunately, we are not able to guarantee that your child will be placed at his/her home school. The number of Pre-K spots at each of our schools may be limited due to classroom availability, number of students enrolled, etc.

What if I need a full-day Pre-K class due to transportation or childcare issues? Unfortunately many families in our community have these same challenges. We are not able to prioritize the needs of all of our families; therefore, we will not give priority enrollment to students based on transportation and/or childcare needs.

What if I prefer for my child to attend half-day Pre-K?

We will still offer the option for students to attend half-day Pre-K. Half day Pre-K will be located at Sunset Hill Elementary.

- Complete the enrollment process.
- Indicate on the PreK preference question that you would like half-day AM or PM PreK.
- Half-day PreK times are:
    - Morning (8:10am -10:45am)
    - Afternoon (12:30pm-3:00pm)

Can my Pre-K student ride the bus?

We do not provide transportation for Pre-K students.

Will the Bronco Club/After School Program be offered to Pre-K Students?

Yes, Bronco Club will be offered at all of our elementary schools and will be open to Pre-K-aged children. Please go to the link below for information:

Bronco Club webpage

If you have questions regarding your child's Pre-K enrollment, you may contact:

Chastity Head, Administrative Assistant
(405) 376-7396
mpsprek@mustangps.org

RESIDENCY VERIFICATION BY AFFIDAVIT

If a parent/guardian does not have two proofs of residency in their name because they live full-time and exclusively with another MPS Resident, a Residency Verification by Affidavit may be necessary and will need to be completed. *Dates for completing Residency Verification by Affidavit are yet to be determined, however, the documentation mentioned below will still be due at the time of enrollment.*

The Residency Verification by Affidavit is a sworn affidavit and will be treated as such.

Per State Law: Any person who willfully makes a statement in an affidavit which the person knows to be false shall, upon conviction, be guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year or a fine of not more than Five Hundred Dollars ($500.00) or both such fine and imprisonment. Using a false address for school placement may result in the parent being charged tuition based on a prorated cost of $5,500 per year per student. Home visits may be made by MPS Administrators or designee.

Both the parent/guardian and the MPS resident must be present to complete the Residency Verification by Affidavit. The dates for completing the Residency Verification by Affidavit are yet to be determined. **The following documents will still need to be provided at the time of enrollment.**

Documentation Required by the MPS Resident:

1. Two proofs of residency:
    - Acceptable proofs include current gas, water, and electric bills, warranty deed statement, ad-valorem tax statement, mortgage statement, or lease agreement. Lease agreements MUST list all occupants of the residence, including children. If utility billings are not available, the district will accept a statement from the utility company that the service has been established. The letter must be on letterhead and signed by an appropriate official. Utility cut-off notices, telephone, internet, cable bills, and driver's licenses will not be accepted as proof of residency. The name on the Residency Verification by Affidavit must match the name on the proofs of residence.
    - Valid driver's license or state-issued ID card

Documentation Required by the Parent/Legal Guardian:

1. Birth Certificate with the name of the parent that is enrolling the student or guardianship/legal custody documentation if not listed on the birth certificate.
2. Two proofs of residency:
    - Mail (such as bank statements, medical bills, insurance papers, but not personal letters or junk mail) either addressed to the parent at the address claimed as the residence or forwarded by the United States Postal Service to the address claimed as the residence.
    - Updated lease showing parent/guardian and student(s) name(s) as occupant(s)