



PRESS RELEASE

FOR IMMEDIATE RELEASE
Wednesday, April 5, 2017

Mr. J. Scott Smith, Superintendent of Schools, 301-475-5511, ext. 32178
Mrs. Maureen Montgomery, Deputy Superintendent of Schools, 301-475-5511, ext. 32178

COUNTYWIDE PREKINDERGARTEN/HEAD START APPLICATION

LEONARDTOWN, MD – St. Mary's County Public Schools is pleased to announce open application for Prekindergarten/Head Start to determine eligibility for school year 2017-2018. All schools will hold an open application period from Monday, April 24, 2017 through Friday, May 12, 2017 from 10:00 AM until 2:00 PM. The goal of the Prekindergarten/Head Start program is to provide initial learning experiences to help children develop basic skills and concepts necessary for successful school performance.

A child must be four years old on or before September 1, 2017, and come from a family with an economically disadvantaged background. If vacancies remain after children from economically disadvantaged backgrounds have been accepted, the remaining vacancies will be filled using locally determined at-risk criteria and served in rank order.

Parents of children who will be three years old by September 1, 2017 and are eligible for placement into the Head Start Program should also apply at the school assigned to their physical address during the open application period. In addition, a limited number of Pre-Kindergarten 3 spaces are available in several Title I schools.

Parent(s)/Legal Guardian(s) may go to the school assigned to their legal address on any of the designated application days to complete the application paperwork. Children are not required to be present for application. Required documentation includes birth certificate, proof of residency, proof of income, a copy of the child's immunization record, any court papers regarding custody of the minor child, and a completed application. Parent(s)/Legal Guardian(s) must also bring photo identification when registering their child. The application can be found online or at schools.

Proof of income must be provided in order for a child's application to be processed quickly.

Proof of income documentation includes one of the following:

- a. W-2 form
- b. copies of the **LAST 3** paycheck stubs, or
- c. proof of temporary cash assistance (the letter indicating the amount of temporary cash assistance is required)
- d. child support

Documentation which indicates the current physical address of the child will be accepted as proof of residence. Proof of residence will include, but is not limited to, one of the following:

- a. Mortgage/deed/rental agreement with 911 address assignment
- b. Current utility bill with parent/legal guardian name, 911 address of residence, and service address (**post office box is not acceptable – and wireless telephone bills are not acceptable**); and
- c. Patuxent River Naval Base housing form NOW-NATC-1110-1/15, Assignment to Public Quarters; which identifies bona fide residence in St. Mary's County

Each elementary school will accept applications for the children residing in their zone.

Questions regarding which school serves your residential area should be directed to the Department of Capital Planning at 301-475-4256, option 6.

Questions about the program and registration may be directed to Kelly Hall, Executive Director of Supplemental School Programs at 301-475-5511, ext. 32136.