

## HARTFORD SCHOOL DISTRICT

73 Highland Avenue  
White River Junction, Vermont 05001  
(802) 295-8600

Thomas DeBalsi

Elizabeth Barker Superintendent  
Director of Special Education

Dear Hartford Families,

The Hartford School District is in the process of obtaining information for incoming Pre-Kindergarten (Pre-K) students. We offer morning and afternoon sessions that run for 2.75 hours each day, Monday through Friday. The sessions run from:

- \* Ottauquechee School: 8:00 AM - 10:45 AM and 12:00 PM to 2:45 PM
- \* Dothan Brook School: 8:00 AM - 10:45 AM and 12:15 PM to 3:00 PM
- \* White River School: 8:15 AM – 11:00 AM and 12:15 PM to 3:00 PM

Children must be 3 years old before August 31, 2017, to enroll. Parents should complete and return the attached pre-registration form as soon as possible. Once the pre-registration is received, a full registration/enrollment packet will be mailed to you. A completed registration/enrollment packet must be returned by June 20, 2017 to their child's catchment school in order to be considered for placement. **Completing the registration packet in a timely manner increases your chances of securing a placement for your child.** Families will be notified of their placement by June 30, 2017.

Fifty percent of all Hartford School's Pre-K spaces are reserved for children with a "special" need. This term is defined more broadly than special-education eligibility. A request for enrollment based on a special need will be considered following a referral from Hartford School District's Early Childhood Special Education Program, a pediatrician, a child-care provider, or other community agency.

Over-enrollments and "out of catchment" requests will be decided by "lottery." Families who do not receive their first choice will be considered for enrollment in their second choice. After June 30, 2017, remaining places will be allocated on a first-come, first served basis, provided there is room.

**First time parents are encouraged to visit the Pre-K program at their catchment school.** To set up a visit, please call the Dothan Brook School (295-8647), Ottauquechee School (295-8654), or White River School (295-8650).

**Important dates: Pre-K Open House, 8/30; Pre-K First Day 8/31.**

Sincerely,  
Hartford Elementary Principals  
Rick Dustin-Eichler, Dothan Brook School  
Cathy Newton, Ottauquechee School  
Sheila Powers, White River School  
Laurie Hausler, Early Childhood Prog. Coord (802) 295-8629  
Kim McCarthy, Act 166 Coordinator (802) 359-4766

**HARTFORD SCHOOL DISTRICT**  
**Pre-Kindergarten Program Placement Request Form**  
**For School Year 2017-2018**

We look forward to having your child join our district's Pre-Kindergarten Program. In order to best serve you and your child, we request that you fill out this placement request form as completely as possible and return it to your catchment school. Please feel free to contact us if you need help determining your catchment school.

**Dothan Brook School**, 2300 Christian Street, White River Jct., VT 05001 \* 802-295-8647  
**Ottawaquechee School**, P.O. Box 353, Quechee, VT 05059 \* 802-295-8654  
**White River School**, 102 Pine Street, White River Jct., VT 05001 \* 802-295-8650

1. Child's name: \_\_\_\_\_

2. Date of birth: \_\_\_\_\_

3. Parent name(s): \_\_\_\_\_

4. Mailing address: \_\_\_\_\_

\_\_\_\_\_

Residence (if different) \_\_\_\_\_

\_\_\_\_\_

5. Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

6. Email address: \_\_\_\_\_

7. Pre-Kindergarten Program preference, 1<sup>st</sup> and 2<sup>nd</sup> choice (*based on catchment school*):

**Dothan Brook School site:**

Morning session, Mon-Fri, 8:00-10:45 \_\_\_\_\_

Afternoon session, Mon-Fri, 12:15-3:00 \_\_\_\_\_

**Ottawaquechee School site:**

Morning session, Mon-Fri, 8:00-10:45 \_\_\_\_\_

Afternoon session, Mon-Fri, 12:00-2:45 \_\_\_\_\_

**White River School site:**

Morning session, Mon-Fri, 8:15-11:00 \_\_\_\_\_

Afternoon session, Mon-Fri, 12:15-3:00 \_\_\_\_\_