

February 2016

Dear Parent/Guardian,

If you have a student who will be five on or before September 15, 2016 now is the time to start thinking about kindergarten!

Starting February 15, 2016, you may also reserve your spot for kindergarten by going to: <https://fs8.formsite.com/DMPSchools/EnrollmentPacket/index.html>. And completing a short form.

Please provide the documents below.

* Birth Certificate
* Immunization Record
* Photo ID
* Proof of Address which should be one of the following:
	+ Current utility bill or confirmation of services
	+ Current lease or purchase agreement
	+ Recent notarized letter from landlord or home owner
	+ Recent mortgage statement
	+ Polk County Assessors web page verifying ownership
	+ Recent property tax statement
	+ Recent vehicle registration
	+ Recent DHS paperwork

For your convenience if your student is a current DMPS Preschool student who has previously submitted a birth certificate and/or immunization record you do not have to resubmit that information.

In addition, our building will be hosting Kindergarten Sign-Up on April 20 from 2:30-6:30 PM if you need assistance or access to a computer. This event is for the younger siblings of any current students and any DMPS preschool students transitioning to elementary school. Each family needs to provide the documents above to complete your student’s kindergarten sign-up.

Please be aware that any family new to the district will need to attend kindergarten sign-up at the DMPS Welcome Center. Starting February 15, 2016, you may also reserve your spot by bringing the above documents to the Welcome Center located at 1301 Second Avenue. That office is available Monday through Friday from 8:00 AM to 4:00 PM to assist with kindergarten sign-up.

Both of these options are an opportunity for you to reserve your student’s spot in our 2016-17 kindergarten class.

We look forward to seeing you and appreciate your cooperation in this regard.

Sincerely,

Mark Adams
Principal, Brubaker Elementary