



"In Pursuit of Excellence"

Lewis-Palmer School District #38

146 Jefferson Street, PO Box 40
Monument, CO 80132-0040

Administrative Office:
Phone (719) 488-4700
Fax (719) 785-4218
www.lewispalmer.org

Dear Preschool Parents/Guardians,

Here is information to help you enroll your child for preschool for the 2019-2020 school year. Program information can be found on the district website by selecting Schools > Preschool and Early Childhood Programs. The first day of school will be August 19, 2019.

Registration Fee and Tuition: A \$50 non-refundable registration fee is due at the time of enrollment. This can be paid by check made payable to LPSD #38 or cash. Credit card payments are accepted for an additional \$3 charge at the Administration Building. You will be emailed monthly billing notifications, with the first payment due August 1, 2019 (or the first month your child attends school). Payment can be made through your Infinite Campus Parent Portal account, by mail, or in person at the Administration Building. Please direct any questions to Karen Alfutis in Accounts Payable, 719-785-4220, or KAlfultis@lewispalmer.org.

Please note: the registration fee and tuition are waived for students who are receiving special education services and for those who are applying for and receiving tuition assistance through the Colorado Preschool Program (CPP).

How to Enroll: Enrollment packets will be available starting January 8, 2019. You can download a packet from our website by selecting "Enroll" (an apple located in the banner of the main district web page). Packets will also be available at the Administration Building and the elementary schools starting January 8.

Completed paperwork can be turned in at the school registration events on January 15:

Bear Creek Elementary School 5-6 pm	Lewis-Palmer Elementary School 5-6 pm	Palmer Lake Early Childhood Center 5-6 pm	Ray E. Kilmer Elementary School 5-6 pm
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If you are unable to attend your school's registration event, you may turn in completed paperwork to the Administration Building beginning January 16.

Class Assignments: Initial class placement decision will be made by the end of February, 2019. While we do our best to accommodate your program preference, students are enrolled on a first come basis. Because of limited programming capacity, seats may not be available at some locations. If you elect to withdraw your enrollment because the desired program is not available, your registration fee will be refunded.

Questions? Please send me an email or give me a call.

Sincerely,

Jim Taylor, Registrar
719-488-4701
jtaylor@lewispalmer.org