

December 5, 2018

Dear Parents and Guardians,

The Fox Chapel Area School District is opening a new Pre-Kindergarten program for the 2019-2020 school year. The Pre-Kindergarten will be located at the new Kerr Elementary School (341 Kittanning Pike, Pittsburgh, PA 15215) and will be open to students who turn four on or before September 1.

The Pre-Kindergarten program will consist of a four-year-old classroom comprised of 20 eligible students. The program will have a classroom teacher and an instructional assistant and will run Monday through Friday from 9 a.m. to 3 p.m. All students must be toilet-trained (training pants are NOT permitted and children MUST be able to use the bathroom without adult assistance). The district will not provide transportation and parents/guardians must provide transportation to and from school for all students. The Pre-Kindergarten program requires a five-day-a-week commitment and the district's Pre-Kindergarten policy states that after 10 absences, a child may be withdrawn from the program.

**Please note that students are eligible for this program based on their family's income. To be eligible for the program, the family's income must be below the 300% poverty level for the size of the family. Please reference the chart below, or visit [prek.fcasd.edu](http://prek.fcasd.edu) to view the chart. If your income is above these guidelines, your child will not be eligible for the program.**

2018 Federal Poverty Level Guidelines 300%			
Family Size	Annual Income	Monthly Income	Weekly Income
1	\$36,420	\$3,035	\$700
2	\$49,380	\$4,115	\$950
3	\$62,340	\$5,195	\$1,199
4	\$75,300	\$6,275	\$1,448
5	\$88,260	\$7,355	\$1,697
6	\$101,220	\$8,435	\$1,947
7	\$114,180	\$9,515	\$2,196
8	\$127,140	\$10,595	\$2,445
Each Additional	\$12,960	\$1,080	\$249

The Pre-K enrollment forms, including the Pre-K Application and Income Verification form, are available on the district's Pre-Kindergarten website at [prek.fcasd.edu](http://prek.fcasd.edu). Please complete both forms and provide proof of income (copy of W-2 or three current pay stubs).

If interested, please send the completed application along with all of the required paperwork to:

Fox Chapel Area School District Pre-Kindergarten  
c/o Dr. Ashley Constantine  
611 Field Club Road  
Pittsburgh, PA 15238

Reminder: Applications will be accepted from **January 2 to February 28**. If more than 20 applications are received by **February 28**, a random selection process will occur on **March 8** to officially select students. If your child is selected for the program, you will receive an acceptance letter by March 15 with further information. All other eligible students will be placed on an ordered wait list.

We would appreciate it if you would share this information with any families within the district who may not yet have children in our schools who may qualify for this program.

Any questions should be directed to Dr. Ashley Constantine at [ashley\\_constantine@fcasd.edu](mailto:ashley_constantine@fcasd.edu) or 412/967-2455, or visit [prek.fcasd.edu](http://prek.fcasd.edu).

Sincerely,

Ashley L. Constantine, Ed.D.  
Executive Director of Elementary Education and Instruction