

Burnt Hills-Ballston Lake Central School District Universal Prekindergarten (UPK) Application for 2025-2026

Dear Parent/Guardian:

The New York State Universal Prekindergarten Program (UPK) is an early childhood program that was established by the New York State Education Department (NYSED) to provide an early learning experience to children the year before a child attends kindergarten. The primary purpose of this program is to provide **four-year-old** students with an opportunity to access a high-quality prekindergarten program that will provide the foundation to help prepare them for future school success. Eligible families are defined as those who live in our District and have children who will be four years old on or before December 1, 2025. A child who is age-eligible to attend kindergarten for the 2025-2026 school year **is not** eligible for the UPK program.

The program is contingent upon the Burnt Hills-Ballston Lake Central School District receiving annual grant funding from the New York State Education Department.

Attached please find the UPK application. Applications will only be accepted for the 2025-2026 school year. When you return the application, please include copies of the following **required** documentation:

1. A copy of your child's birth certificate
2. A copy of the current physical (within the last 11 months),
3. A copy of up-to-date immunizations with the physician's name and address included

In addition, please provide the following:

1. Proof of District residency - THREE acceptable forms of proof required: valid driver's license; current utility bill; auto insurance policy/vehicle registration; bank account statement; voter registration; NYS Tax return; tax bill; or signed lease or housing documents
2. Census Form
3. Residency Questionnaire
4. Home Language Questionnaire

It is mandatory that the complete application be **returned by Friday, March 7th, 2025 at 4:00** to:

Burnt Hills-Ballston Lake Central School District
% Kate Gurley/Lyndsay Wilson
PO Box 1389
Ballston Lake, NY 12019
OR

A completed application along with required documentation can be submitted at the District Office located at:
88 Lakehill Road
Burnt Hills, NY 12027

If more applications are submitted than NYSED has funded for the District or the District has available with community partnerships, then a lottery system will be used to select children to participate in the program. All complete applications (those with **all** required documentation) that are received on time will be considered for the lottery. Parent(s)/Guardian(s) will be notified as soon as possible as to whether or not your child will be part of the UPK program.

For further information or assistance with this application, please contact Kate Gurley kgurley@bhbl.org or Lyndsay Wilson lwilson@bhbl.org. Thank you for your cooperation.

Sincerely, Kate Gurley and Lyndsay Wilson, UPK Co-Coordinators

Burnt Hills-Ballston Lake Central School District

Universal Prekindergarten Program (UPK) Enrollment Application for 2025-2026

The offering of the UPK program is contingent upon the Burnt Hills-Ballston Lake Central School District receiving annual grant funding from the NYS Education Department and organizations in which to partner

Student Name: _____

Gender: _____

DOB: _____

(The child must be a resident of the district and be four years old on or before December 1, 2025. A child who is age-eligible to attend kindergarten **is not** eligible for the UPK program.).

Parent(s)/Guardian(s) Name: _____

Address: _____

Phone Number: _____

Email: _____

UPK Program Location:

_____ YMCA at Good Shepherd Lutheran Church, 547 Saratoga Road, Glenville, NY 12302

- 27 slots available (3 classrooms)
- Time 8:00 am - 1:00 pm
- Wrap-Around Care available for a fee (circle what is needed):
 - AM Care - PM Care - Both - Not needed
 - FYI:

*AM Care (7-8 am) Full-Time M-F

*PM Care (1-6 pm) Full-Time M-F

* Fees & Member rates apply.

- Sibling discounts and part-time rates are available, and scholarships are available as well, please refer to the Glenville Family YMCA website.

Does your child or a family member currently attend (or have been registered to attend) the agency listed above? Yes/ No

Support Services

1. Does your child currently have an IEP? _____ yes _____ no
2. If yes, please mark the area(s) of need:
 - _____ Speech Therapy
 - _____ Occupational Therapy
 - _____ Physical Therapy
 - _____ Behavioral

PLEASE NOTE:

- Transportation is not provided
- You will receive a follow-up email once we have received your completed application
- If a lottery needs to be held, it will be in person on March 17th at 10:00 in the HS Board Room.
- If your application is selected you will receive an acceptance email by March 17, 2025
- If your application was not selected an email will be sent on March 17, 2025

I have completed the application and submitted the required documentation. I understand that my application **will not** be considered for selection in the lottery unless all of the following documentation has been submitted.

Required Documentation

- Birth Certificate
- Health Appraisal/Current Physical
- Immunization Record
- Residency Questionnaire
- THREE Proofs of Residency
 - 1st
 - 2nd
 - 3rd
- Census Form
- Home Language Questionnaire

Signature of Parent/Guardian: _____

Date: _____