

February 2017

Dear families of future Congdon Park School kindergarten students!

Congdon's upcoming 2016 Kindergarten Roundup will be held on:

- Thursday, March 16th from 4:30 p.m. – 7:00 p.m. and
- Friday, March 17th from 8:00 a.m. - 11:00 a.m.

We ask that you contact the school office to sign up for a Kindergarten Roundup date/time. This is a guideline of when to arrive so we avoid bottlenecks during the check-in process. Please contact the school office at CongdonKGRoundUp@isd709.org.

What will Roundup look like? Both days will look the same. You will check in when you arrive at Congdon. You will be given a folder with information, handouts, and a map of the school. You will meet the principal, school secretary, nurse, PTA, Key Zone staff, kindergarten teachers and various others.

On Thursday, 3/16/17, school will be out for the day but there will be various after school activities going on. On Friday, 3/17/17, school will be in session for grades 1-5, but the current kindergarten class will have the day off. You will be able to meet the kindergarten teachers and see the classrooms. You can spend as much or as little time as you prefer during your self-guided tour. Please bring your family, including the future kindergartener, to see the school!

Kindergarten Roundup is also a day of enrollment! There are several forms you will need complete and bring with you to Roundup. There are also a few other items we need you to bring. The following is a description of these forms/items. Please check them off as you complete and **bring with you to Roundup**. These forms are available on our website under the KG Round Up tab.

- Birth Certificate:** a copy of a legal birth certificate is mandatory before the child enters school in the Fall; this verifies date of birth and legal name. Please bring a copy of your child's birth certificate (we can also make a copy for you).
- Health History & Physical and Immunization form (white, 4 pages):** the health form has areas for completion by parent, physician, and dentist. The school nurse will be collecting these forms at Roundup and will be available to answer any questions or address concerns. She can also be reached at 218-336-8825, option #5.
- Duluth Public School Registration form (white):** this is a two-sided form required by the school district.
- Proof of address:** verification of your address is now required by the school district before your student can be enrolled. Please bring a copy of your property tax statement, signed lease, purchase agreement or current utility bill (we can also make a copy for you).
- Parent Input form:** let us know a little bit about your child's learning style.
- Transportation form:** there are various ways your student can get to school. Please tell us how!

Has your child completed Early Childhood Screening (ECS)? All children beginning school are *required* to complete this screening. The last day of ECS is generally the end of April. If you haven't done so already, please contact ECS at 218-336-8816 or email to escreening@isd709.org.

Is your student not coming to Congdon? Or are you delaying kindergarten? No problem! Email us at CongdonKGRoundUp@isd709.org. Please tell us your child's name and we will update our records.

Questions? We are here for you! Please do not hesitate to contact the school office at CongdonKGRoundUp@isd709.org or 218-336-8825. If you email, please include your child's full name.

Take a look at our website (<http://congdon-elementary.isd709.org>) to find more about Congdon Park and Kindergarten Roundup!

We are so excited to meet you and your family!

Warm regards,

Mrs. Kathi Kusch Marshall
Principal, Congdon Park School

Save the Date for New Family Open House...

...this Summer on August 24th, 2017, from 4:30-6:00 p.m. This event is for new students and families at Congdon. Watch the Congdon website for more information as it becomes available!