



**WOOD COUNTY
EDUCATIONAL
SERVICE CENTER**

1867 North Research Drive
Bowling Green, Ohio 43402
Phone: 419.354.9010
Fax: 419.354.1146 wcesc.org

**Preschool Secretary's Email:
nstickles@wcesc.org**

2021-2022 Pre-Registration Information — EASTWOOD Preschool

Thank you for your interest in the Wood County Preschool. The Wood County Educational Service Center (WCESC) collaborates with your local school district to provide high-quality preschool programs for children and families.

The Wood County Preschools are developmentally-appropriate, play-based programs serving children with and without special needs. Children with identified developmental delays are placed into preschool after an extensive assessment process.

Preschoolers attend four half-days per week (Tues-Fri) during either a morning or an afternoon session.

Placements for children without special needs are on a first-come, first-served basis, based on the vacancy available. **Busing is not available for typically developing children.**

If we receive your pre-registration and residency proof, we will confirm it by either email or phone. **If you do not receive a confirmation, please contact the preschool secretary at nstickles@wcesc.org or 419-354-9010 x133.**

Requirements:

- * **Current proofs of residency (see below)**
- * **Children without special needs must be 3 years old by August 1st to attend.**
- * **Children without special needs must be fully toilet trained to attend.**
- * **Copy of child's birth certificate & shot record will be required to attend. Copy of SSN card is requested.**

**Location: Pemberville Elem. Building
120 College Ave.
Pemberville OH 43450**

**Hours: A.M. class: 8:30 a.m. – 11:15 a.m.
P.M. class: 12:10 p.m. – 3:30 p.m.**

Proof of Residency: Eastwood Schools requires that **every student MUST provide proof of residency.** If proof is not attached to the Pre-Registration Form, it will not be accepted. **Please turn in the following:**

Valid driver's license/state ID and 1 utility bill with current address.

If you are unable to provide the above items because you're living as guests with someone in the Eastwood District, a Residency Affidavit must be completed by you and the homeowner; the Affidavit **MUST** be notarized. The homeowner must also provide 2 proofs of residency (electric, gas, water, cable/ internet, mortgage statement, homeowner's Insurance bill). Please contact nstickles@wcesc.org to request this form.

Please read both sides carefully—keep this page sheet for future reference

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Children currently attending the preschool have first opportunity to return the following year. Children on the current year's preschool waiting list must pre-register again for the next school year. Placements are first-come, first-served, based on the vacancy available, regardless of whether a child is on the current year's waiting list or not.

Pre-Registration Procedures:

1. Complete the attached form and either drop off or mail along with proof of residency to the WCESC, 1867 N. Research Dr., Bowling Green, Oh 43402. Or you may email it to the preschool secretary at nstickles@wcesc.org. If we receive your pre-registration and residency proof, we will confirm it by either email or phone. **If you do not receive a confirmation, please contact the preschool secretary at nstickles@wcesc.org. Please allow extra time for confirmation if you mail. If possible, scanning or taking a clear snapshot and emailing your paperwork is currently the best option.**

You will be notified by email or letter as soon as possible regarding your child's status. (If we do not receive a pre-reg form from you, we will assume you are no longer interested.)

2. If your child is placed, a Registration Packet will be sent (required are birth certificate, social security card, and shot record.) **Registration materials MUST be completed prior to entrance into school!** We will send parents orientation information in August.

Tuition Information for Children Without Developmental Delays:

Tuition is not charged for children with identified special needs. A tuition of \$136.00 per month will be charged for typically developing children. Families with lower income (as determined by current Federal Income Guidelines) may be charged less than the full amount per month once they turn in complete income verification. Households with more than one typically developing child in the preschool are given a 25% discount on each additional child.

Tuition Contracts will be mailed to all children accepted into the preschool. Families who qualify to pay less than the full tuition amount must provide complete proof of income and complete all required income forms.

Families who qualify to pay tuition will be mailed a set of invoices in August. Tuition for the month of September will be due in mid-August; tuition the last month of school (May) will be due on September 1 in order for your child to continue attending preschool. After that, **tuition is due on the 1st of each month**; if tuition is not paid by the 15th of each month, the child will be withdrawn. The child will not be able to return to preschool until the overdue amount is paid in full.

If, during the school year, your income level changes, please contact our office within one (1) month to determine your new tuition rate. If your child withdraws from the preschool before the school year ends, it is your responsibility to contact the WCESC office (419-354-9010) to be reimbursed for the May tuition. However, since vacation, calamity, and conference days have been taken into account, there will be no refund for absences of that nature, nor for absences due to a child's illness. Excess calamity days will be made up.

Note: The Ohio Department of Education funds the Wood County Preschool Programs specifically for children with developmental delays. In the rare instance that there are no more openings for special needs preschoolers, the state department mandates that the special needs child may have to replace a child with typical development.

Information for children living outside the district as of April 01, 2021:

Parents seeking open enrollment will be sent an Open Enrollment (OE) Application with their Pre-Registration form. They should return both the OE application & pre-reg to Naomi at the WCESC as soon as possible, who will forward them to the Eastwood Superintendent's Office once the OE application period begins on May 1, 2021.

The Eastwood Superintendent makes all decisions regarding open enrollment. Permission to pre-register does not guarantee enrollment.



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2021-2022 Pre-Registration Typically Developing Preschoolers

EASTWOOD SCHOOLS

For Office Use Only:

Rec'd: _____

Placed

Waiting List #: _____

Child's Name (First Middle Last): _____ Child's SSN: _____

Child's Birth Date: _____ Child's City of Birth: _____ M F

Address: _____ City, State, Zip: _____

Home Phone: _____ School Dist. of Residence: _____

Mother/Guardian: _____ Cell & Work Phone(s): _____

Father/Guardian: _____ Cell & Work Phone(s): _____

Parent/Guardian Email Address(es): (Please print clearly) _____

Child lives with: Mother Father Both Mother & Father live at same address: Yes No
(If foster/guardianship/custody situation, court/custody paperwork is required at time of pre-registration.)

Session Preference: AM PM Either time (Preferences are not a guarantee of session assignment)

Parents should be prepared to take their child to & from school, as Eastwood is generally not able to bus children without special needs.

Income/Tuition information: Number of people in your household: _____

Circle your total family income below according to the # of family members in your household.

If you qualify to pay less than \$136 per month, please write your yearly family income: \$ _____

Important: If you qualify to pay a lower tuition rate, you will need to provide proof of income (W-2 forms, latest tax form(s), or 2 consecutive pay stubs. Child support documentation is also required if applicable).

Number in Family	Sliding Fee Schedule - Based on 2021 Federal Family Income Guidelines						
	Total Gross Family Income (BEFORE Deductions)						
	<100%	101-125%	126-150%	151-175%	176-185%	186-200%	>200%
2	17,420	17,421 - 21,775	21,776 - 26,130	26,131 - 30,485	30,486 - 32,227	32,228 - 34,840	34,841+
3	21,960	21,961 - 27,450	27,451 - 32,940	32,941 - 38,430	38,431 - 40,626	40,627 - 43,920	43,921+
4	26,500	26,501 - 33,125	33,126 - 39,750	39,751 - 46,375	46,376 - 49,025	49,026 - 53,000	53,001+
5	31,040	31,041 - 38,800	38,801 - 46,560	46,561 - 54,320	54,321 - 57,424	57,425 - 62,080	62,081+
6	35,580	35,581 - 44,475	44,476 - 53,370	53,371 - 62,265	62,266 - 65,823	65,824 - 71,160	71,161+
7	40,120	40,121 - 50,150	50,151 - 60,180	60,181 - 70,210	70,211 - 74,222	74,223 - 80,240	80,241+
8	44,600	44,601 - 55,750	55,751 - 66,900	66,901 - 78,050	78,051 - 82,510	82,511 - 89,200	89,201+
Preschool Tuition Rates							
Monthly	0	\$ 23.00	\$ 42.00	\$ 68.00	\$ 73.00	\$ 113.00	\$ 136.00
Yearly	0	\$ 207.00	\$ 378.00	\$ 612.00	\$ 657.00	\$ 1,017.00	\$ 1,224.00

Parent Signature _____

Date _____

Proof of residency is required (valid driver's license/state ID and 1 current utility bill with current address).

If you are unable to provide the above items because you're living as guests with someone in the Eastwood District, a Residency Affidavit must be completed and notarized. If needed, please contact WCESC's Preschool Secretary at nstickles@wcesc.org to request this Affidavit.

Return all paperwork to:
Don't forget **proof of residency**
(& court documents if applicable)

Email: nstickles@wcesc.org

Fax: 419-354-1146 (attn: Naomi)

Mail: Attn: Naomi
Wood County ESC
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