



Dear Parents:

You are invited to participate in *the Altoona School District 4K Program* at our new 4K Center! *Altoona 4K* is an enriched, play-based program designed to prepare your child for their educational career. We provide an enriched curriculum that provides school readiness skills and school expectations. We know that our children learn best through play and provide age appropriate activities in cognitive and pre-math skills, social-emotional, adaptive, literacy and language, and motor development. Our 4K program is a half day program (morning and afternoon options) that runs Monday-Thursday. It's a program designed for all children who live in the Altoona School District and who will be four years old by September 1, 2020. Four year old children who have been accepted for open enrollment will also be eligible to participate. The Altoona School District 4K program is provided at no cost. Transportation options are available.

Our 4K Center is located at **754 Bartlett Avenue, Altoona**. Our summer work consists of remodeling our building into four brand new, beautiful classrooms, adding on a large, fenced in playground, and more. We are so excited to be able to house all of our 4K students at one site.

4K Enrollment is completed online. Please visit our website at [www.altoona.k12.wi.us](http://www.altoona.k12.wi.us) to complete the necessary paperwork. If you do not have access to a computer, we will have some available at the elementary school.

In addition to enrolling online, we require the following forms:

- Original Birth Certificate (we verify the information and return it to you)
- Proof of Residency - (mortgage documents or utility bill with your name and address on it)
- Immunization form (only required if your child received their vaccinations from a different state)
- Other important documents if applicable (IEP, court documentation, etc.)

Please bring the above listed forms to the Altoona Elementary School Office, located at 157 Bartlett Avenue, between the hours of 7:30 A.M. and 4:00 P.M., before Friday, May 31, to complete the enrollment process. Contact Lisa Boss or Rachel Schumacher at 715-839-6050 to coordinate a time to come into the Elementary School Office.

We encourage you to take advantage of *Altoona 4K* If you have questions, please contact Laura Trachsel, Altoona 4K Coordinator, at: [ltrachsel@altoona.k12.wi.us](mailto:ltrachsel@altoona.k12.wi.us). Please pass this information on to others who may not have received it. We want all Altoona families with four year olds to be aware of this exciting opportunity!

Sincerely,  
**Laura Trachsel**

Laura Trachsel, Altoona 4K



Coordinator