



Moon Area School District

Annual Kindergarten & New Elementary Student Registration Process



Dear Incoming Kindergarten & Other Registering Families:

Our pre-registration process is completely online (See directions on page 2). You may begin the pre-registration process on February 1st, 2019. We encourage you to pre-register online before May 21, 2019; however, if you do not, you are able to pre-register at Moon Area School District Central office prior to your child's scheduled appointment for the kindergarten readiness assessment at his/her neighborhood elementary school.

We will be conducting the annual kindergarten round-up process on May 21, 2019. Families should go to the elementary building in which their child will attend in the fall. The process allows you to meet the kindergarten teachers at your child's specific building. This event will include children who are new to the district, previously attended private kindergarten, and those who will be attending first grade in the Moon Area School District in the fall of 2019.

On May 21, 2019, we will be assessing your child's academic abilities. The assessments will be administered by our current kindergarten staff members. In order for us to most accurately assess your child, guardians will *not be permitted* in the screening areas. Unfortunately, there can be no exceptions to this rule. You may want to make your child aware that you will not be with him/her during the screenings. If your child is unable to separate from you, he/she cannot be screened. You will receive a copy of your child's assessment results immediately after your child is done.

Children must be five years of age on or before September 1, 2019, for entry into kindergarten for the 2019-2020 school year. Children must be six years of age on or before September 1, 2019, to be eligible for entry into first grade for the 2019-2020 school year. Please contact the registrar's office at 412-264-9440 dial 8 x1132 if you have any questions. Also contact the registrar's office if you are planning to enroll your child in a private or parochial school. The information regarding private/parochial students is vital in maintaining the Moon Area School District census of school-age children as well as needed for transportation purposes.

On May 21, you will be provided with additional information to take home with you regarding our schools. We also have some special surprises in store for the children! We are looking forward to meeting you and your child!

Sincerely,

The Kindergarten Registration Committee

Moon Area School District | 8353 University Boulevard | Moon Township, PA 15108

Follow these step-by-step instructions for registration:

- 1. Pre-Register** using Skyward: Go to the Moon website - www.moonarea.net, select the tab that says "Departments" and click the "Registration" link.
- 2. Attend** the May 21st, 2019 Round-Up at your child's individual, MASD elementary building. Please try to be pre-registered before attending round-up.
- 3. Follow up** with any outstanding documents

Once these 3 steps are completed and the registrar accepts everything, Skyward will send you a regular account through your email. After this, you then will be contacted by the school directly.

Here are all of the necessary documents needed for registering:

- ✚ Child's birth certificate** - Original birth certificate or passport must be provided. The child's name must match his/her proof of birth. No name can be used without documentation of legal name change process presented at registration. Documentation will be photocopied and returned at time of registration.
NON-CITIZENS (Without Birth Certificate) must provide one of the following:
CIRCLE ONE: Passport Visa (All pages will be copied.)
- ✚ Health records/immunizations are up-to-date and signed by physician.**
All Kindergarten students and any students new to Pennsylvania must have a complete **physical examination** by their doctor.
All Kindergarten students and any students new to Pennsylvania must have a complete **dental examination** by their dentist.
- ✚ Parent proof of residency**
One of the following documents must be provided:
 - ✓ Original lease or deed signed by both parties
 - ✓ Mortgage payment booklet or mortgage statement that includes loan number, current address and contact information of the financial institution.
 - ✓ Agreement of Sale, followed by original copy of settlement papers within 45 calendar days of settlement**Plus**
 - ✓ Any **two (2)** of the following:
 - Valid driver's license or change of address card with your current address
 - Valid vehicle owner's card with your current address
 - Utility bill or Utility Activation Statement within 30 days in your name with your current address (energy, water, sewer, gas, oil, cable)
 - Pay check stub within 30 days with your current address
 - Tax bill (most recent) with your current address
 - Homeowners/renters insurance bill with your current address
- ✚ FAMILIES BUILDING OR BUYING A HOME** who request admittance prior to when district residency is established must contact the Registrar in the Moon Area Central Administration Building (412-264-9440 ext. 1132) to secure before submitting this registration packet. They must move into the district within 45 calendar days of student's entry date.
- ✚ FAMILIES WHO RESIDE WITH ANOTHER FAMILY** within the school district must contact the registrar in the Moon Area central administration building (412-264-9440 ext. 1132) in order to secure a Dual Occupancy Certificate before submitting this registration packet. **Multiple occupancies will be validated periodically.**