



# Fort Lee Public Schools

## 2018-2019 GENERAL EDUCATION PRESCHOOL PROGRAM

The Fort Lee School District offers General Education Inclusive Preschool classes. This Preschool Program will be housed at School #2, 2047 Jones Road, Fort Lee, NJ 07024. **School is open to all four year-old children who reside in Fort Lee.** The child must be four (4) years of age and born between October 1, 2013 and September 30, 2014.

*The classes are taught by certified teachers and supported with paraprofessional aides. This program provides an inclusive educational environment for preschool children that is aligned with the New Jersey Preschool Teaching and Learning Expectations and includes both typically developing and special needs preschool children.*

School hours are from 8:00 a.m. to 2:30 p.m. The Preschool Program follows the school calendar. Tuition is \$900.00 per month for this program. Transportation for this program is the responsibility of the parent/guardian. All children must be potty-trained to participate in the Preschool Program. Applications can be found on the homepage of our district website located at [www.flboe.com](http://www.flboe.com) or can be picked up at 2175 Lemoine Avenue, 6<sup>th</sup> Floor, Fort Lee, NJ 07024.

Please send completed applications to the Board Office by Monday, April 30, 2018 (by 3:00 p.m.). No late applications will be accepted. You may also email applications to: [cfrate@flboe.com](mailto:cfrate@flboe.com) or mail to:

Business Administrator/Preschool Program  
Fort Lee Public Schools  
2175 Lemoine Avenue, 6<sup>th</sup> Floor  
Fort Lee, NJ 07024

A lottery drawing to determine acceptance into the Preschool Program will take place on Wednesday, May 2, 2018 at 11:00 a.m. at the Fort Lee Board of Education, 2175 Lemoine Avenue, 6<sup>th</sup> Floor, Fort Lee, NJ 07024.

If you have any questions, you may call the Business Office at 201-585-4612 (x7506).

FOR THE FORT LEE BOARD OF EDUCATION,

*Haquisha Q. Taylor*  
BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/haa  
03-09-2018

**FORT LEE PUBLIC SCHOOLS  
GENERAL EDUCATION PRESCHOOL PROGRAM  
FY2018/2019**

**Payment Guidelines**

- Tuition is \$ \$900.00 per month and must be received by the Business Office at the Fort Lee Board of Education by the 15<sup>th</sup> of each month in advance of services (i.e. October 2018 tuition is due on or before September 15, 2018).
- The payment for the month of September **must** be made at the time of registration. Final confirmation of attendance in the program will not be communicated until receipt of the first month's tuition.
- Payments in the form of check or money order (**NO cash will be accepted**) should be sent or delivered to:

Fort Lee Public Schools  
Attn: Preschool Program  
2175 Lemoine Avenue, 6<sup>th</sup> Floor  
Fort Lee, NJ 07024

- A receipt will be given at time of payment.
- A late fee of \$20 will be assessed if payment is received after the 15<sup>th</sup> of the month.
- A fee of \$20 will be charged and is to be paid in money order/certified check form for each returned check. NO cash will be accepted.
- If payment is overdue for two months, the student will become ineligible to attend the program. Legal action will be taken to collect the past due balance.
- If the June 2019 tuition payment is not received by May 15, 2019, the student will be ineligible to attend the program in the month of June.
- No credit/refund is given for days absent.
- Refunds will not be given for withdrawal from the program once the month has already started.
- If a student registers for the program after the month has already started, a full month's tuition will be charged if registration occurs prior to the 15<sup>th</sup> of the month. If registration occurs on or after the 15<sup>th</sup> of the month, the tuition rate will be prorated at 50%.
- Should withdrawal from the program be necessary, 15 days' written notice to the Office of the Business Administrator is required. Failure to provide this notice will result in being charged for the next month.
- If you have any questions regarding your account, please contact the Business Office at (201) 585-4612 (x7506).



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## APPLICATION TO THE GENERAL EDUCATION PRESCHOOL PROGRAM/2018-2019

Student First Name _____		Student Last Name _____	
Parent First Name _____	Parent Last Name _____	Phone Number _____	
Student Street Address _____	Town _____	Zip Code _____	
Date of Birth: _____ DD/MM/YYYY	Current Age: _____ (Student must be 4 years old by September 30th to attend)		
Gender: _____	Is child potty-trained?	Yes _____	No _____
Student Resides With (Relationship): _____ If Divorced or Separated, Who has Legal Custody? _____			
If Divorced or Separated, who has Residential Custody? _____			
Do you have other children attending Fort Lee Public Schools? Yes <input type="checkbox"/> (Indicate School Name) : _____ No <input type="checkbox"/>			

I certify that the foregoing statements made by me are true, and I am aware that if any of them are willfully false, I will be subject to legal action. As per State Law and Board Policy, if it is discovered that my child (children) is (are) illegally attending the Fort Lee Schools and not living in Fort Lee, I will be responsible for the payment of all accrued tuition fees. In addition, I acknowledge that I will be responsible for any legal expenses incurred by the Fort Lee Board of Education in relation to the situation.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Applications must be received by Monday, April 30, 2018.**  
**No late applications will be accepted.**