

Mechanicville City School District Pre-Kindergarten Program

The Mechanicville City School District offers a Pre-K program for 4-year-olds. Seats are limited and selected through a random lottery process.

Eligible children must be a resident of the Mechanicville City School District and meet the following age requirements to be eligible for Pre-K 4:

- A child must be four years of age on or before December 1st of the year in which they wish to enroll.

The UPK application and lottery for the 2023-2024 School Year will take place in the Spring.

Application Lottery and Process:

Part 1: Application

Families may apply for a Pre-K seat by completing the online application which will be located on our website and social media sites. The application is for participation in the lottery and is not a guarantee or placement.

Part 2: Lottery

The district uses a random number generator to determine the order of the draw. The lottery continues until all students are placed on seats available (32). Once all seats are filled, a waitlist will be started.

Part 3: Notification and Registration

Families are notified of placement via phone call and email. Additional registration paperwork will be required at this time to secure your child's seat in the program.

Registration Checklist:

- Physical and Complete Health Certificate/Appraisal Form
- Dental Certificate or Dental Program Form
- Copy of Birth Certificate
- Parent/Guardian Photo ID
- Proof of Residency (must be dated within the last 30 days), includes on of the following:
 - Utility/phone bill
 - Cable bill
 - Rent receipt or lease
 - Payroll check
- Current Immunization Records
- Custody Papers (if parents are living apart or with guardian)
- If the student is a student with a disability, provide IEP/504 Plan

Questions?

Please contact Meghan Warren Director of Data & Accountability mwarren@mechanicville.org or 518-664-5727 x1106