



**Newburyport Public Schools
Tuition Policy and
Registration Procedures
for the
Integrated Preschool
and Kindergarten Programs**

2021 ~ 2022

Integrated Preschool Program

The Newburyport Public Schools' preschool program is an inclusive, developmentally appropriate preschool program. The program is designed to meet the needs of children ages three to five years. Participants in the program are children who represent a wide variety of backgrounds, skill levels and abilities. An integrated preschool classroom is comprised of both children who are developing within age expectation and are in need of specialized instruction and/or services such as speech/language therapy, occupational therapy, and physical therapy. Up to 7 students enrolled in a class can be on Individualized Educational Plans (IEPs) for specialized services. The remaining 8 students in the class are typically developing peers who are chosen through an open lottery process.

The purpose of an integrated preschool program is to ensure a continuation of special education services once children age out of early intervention at age three and prior to enrolling in kindergarten. The integrated preschool program provides access to students who otherwise may be at risk in reaching developmental milestones upon entering kindergarten. Newburyport must ensure that the obligation is met to make FAPE (Free and Appropriate Education) available to each eligible child.

Eligibility Criteria

for Qualifying IEP Students for Free Tuition

for the Integrated Preschool Program

In order to be eligible for free tuition in the integrated preschool program, students with special needs must meet the following criteria, determined at the initial special education TEAM meeting.

1. A preschool child with a disability is a child who has been diagnosed with one of the following disabilities, as defined by [603 CMR 28.00](#) of the Massachusetts Education Laws and Regulations specifies the following disabilities as making a child eligible for special education:
 - Autism
 - Developmental Delay (*ages 3-9*)
 - Intellectual Impairment
 - Sensory Impairment (Including Hearing Impairment or Deaf, Vision Impairment or Blind, and Deafblind)
 - Neurological Impairment
 - Emotional Impairment
 - Communication Impairment
 - Physical Impairment

- Health Impairment
- Specific Learning

OR

2. The special education TEAM must consider a student’s eligibility for free tuition for children entering the preschool program who have received an outside diagnosis. The TEAM must take into consideration the following criteria:

- The child’s development must be at or below 1.5 standard deviations or equivalent levels, of the mean in any two areas of development

OR

- The child’s development must be at or below 2.0 standard deviations or equivalent levels in one area of development

AND

- The child requires both specialized instruction from a special education preschool teacher as well as related services. This means that part of the discussion for determining eligibility at the TEAM meeting should include a determination that the child needs both specially designed instruction in the integrated preschool program by an integrated preschool teachers as well as related services.

Students with active IEPs in place who attend our integrated program are automatically guaranteed a spot in one of our preschool classes for next year.

We determine enrollment of students on IEPs based upon the following tiers of needed support:

- Related Service Only: By weekly appointment
or may pay a reduced rate to enroll in a program if space is available
- Mild/Moderate Needs: Half Day Program
- Moderate/Intensive Needs: Extended Learning Program
- Most Intensive Needs: Full Day Program

Kindly refer to the table on the next page for detailed descriptions that outlines the qualifying criteria for each program.

Related Services Only	Mild/Moderate 4 Day Half Day M – TH: 8:30 – 11:15 M – TH: 12:15 – 3:00	Moderate/Intensive 4 Day Extended Day M – TH: 8:30 – 1:00	Most Intensive 4 Day Full Day M – TH: 8:30 – 3:00
<ul style="list-style-type: none"> • Students who solely qualify for related services (Speech/OT/PT) • The District is not required to provide a placement in a preschool program • The District is reequired to provide the service as indicated on the IEP. Parents are responsible for transporting their child to the school for this service at a mutually agreed upon day and time. • If there is space available, parents may enroll their child in a classroom at a reduced rate. 	<ul style="list-style-type: none"> • Delay in 2-3 domains (must be at least 6-12 month delay) • Requires 1-2 types of related services (OT, PT, Speech, SEL) • Requires a specialized preschool program to access the curriculum. Student would not make progress towards developmental milestones in a preschool environment without universal supports and specialized instruction provided by a certified special education classroom teacher. • Students who have related services only on their IEP may enroll in this class and pay reduced tuition if space is available. 	<ul style="list-style-type: none"> • Delay in 3 or more domains • Requires 2 or more related services (OT, PT, Speech, SEL) • In addition to related services, requires a specialized preschool program to access the curriculum. Student would not make progress towards developmental milestones in a preschool environment without universal supports and specialized instruction provided by a certified special education classroom teacher. 	<ul style="list-style-type: none"> • Significant delay in 4 or more domains • Individualized, systematic, direct instruction of skills and explicit training necessary for acquisition and generalization of skills with an additional special education teacher outside the general education setting. • Requires a highly customized/specialized preschool program to access the curriculum. Student would not make progress towards developmental milestones in a preschool environment without universal supports and specialized instruction provided by a certified special education classroom teacher. • Due to diagnosis, may require (minimum) of 25 hours of specific instruction utilizing ABA principles and procedures • May require alternative communication (e.g. voice output device, PECS, sign language) • Has stamina to maintain a whole day of programming

2021-2022 Program Offerings and Tuition Rates

PROGRAM	DAYS/TIME	MONTHLY/ANNUAL TUITION
3 YEAR OLD PRESCHOOL, ½ DAY	MONDAY-THURSDAY 8:30-11:15 AM	\$320 monthly \$3,200 annually
4-5 YEAR OLD PRE-KINDERGARTEN ½ DAY 1 session	MONDAY-THURSDAY 12:15-3:00 PM	\$320 monthly \$3,200 annually
3 YEAR OLD EXTENDED LEARNING *2 sessions	MONDAY-THURSDAY 8:30 AM- 1:00 PM	\$440 monthly \$4,400 annually
4-5 YEAR OLD PRE-KINDERGARTEN EXTENDED LEARNING 1 session	MONDAY-THURSDAY 8:30 AM – 1:00 PM	\$440 monthly \$4,400 annually
4-5 YEAR OLD PRE-KINDERGARTEN FULL DAY	MONDAY-THURSDAY 8:30 AM – 3:00 PM	\$600 monthly \$6,000 annually

PRESCHOOL REGISTRATION AND LOTTERY PROCEDURES

All students must be **3 on or by August 31, 2021** to register for preschool.

The following documents are required at the time of registration:

- A copy of your child's **birth certificate**.
- **Proof of Newburyport residency** (a copy of a **utility bill** with your name and address listed). You will be asked to sign a residency affidavit stating that you are a Newburyport resident and that you are not falsifying your residency. Residency is determined as *where your child sleeps each night*. Owning property in Newburyport but not residing in it does not qualify as residency.
- A copy of your child's most recent **health forms and immunizations**.
- **A \$300.00 NON-REFUNDABLE** deposit made out to the Newburyport Public Schools. Only families who are not accepted into the Newburyport Preschool program for the 2020-2021 school year will be granted a refund. Refunds will not be granted to families voluntarily withdrawing from the program due to a move or other reasons. Deposits will be applied to the annual preschool tuition of the program you choose.

All registrations will take place at the **Bresnahan School Office** located at 333 High Street from:

February 1st – 5th , February 8th – February 12th , and February 22nd – 26th between 10:00 AM - 2:00 PM

Registration Procedures for Returning Students and Families

Priority registration hours will be 10:00 AM – 2:00 PM, Tuesday, January 19, 2021 - Friday, January 29, 2021 (school days). Only the following students are eligible for priority registration:

- Returning students who are currently enrolled in one of the Bresnahan School preschool programs this year and will be entering into their second year of preschool.
- Siblings of current and former students who have attended the Newburyport Public Schools Integrated Preschool Program (whether at the Brown or Bresnahan School).
- Returning students will be given priority over new siblings.

Notification of your child's acceptance will be available on our website by Monday, March 8th, 2021.

Registration and Lottery Procedures for new students

On February 1, 2021 we will begin to accept applications for all new students. Families will be asked to select a 1st, 2nd, and 3rd choice for desired programs. A preschool lottery will be held on Friday, March 5, 2021 to determine if your child is accepted into one of our preschool programs. If there are more applicants than slots available, a waiting list will be

formed. New students registering will be given a lottery number at the time of registration.

The lottery will be pulled in the following order beginning at 10:00 AM:

Full Day- *1st pull* ● Extended Learning- *2nd pull* ● 4 Day PM- *3rd pull* ● 4 Day AM-*4th pull*

- If you do not receive your first choice you will automatically be entered into the lottery for your second and third choices.
- Families will be notified whether or not their child has received a spot in the program via letter and must sign-off on a letter of acceptance by mid-March to hold their child's spot.

Kindergarten

By law, Massachusetts public schools must offer a free kindergarten program that is at least a half-day program with a minimum of 2.5 hours of structured learning time per day. Some cities and towns offer a free full-day kindergarten program. Other cities and towns offer a full-day program, but charge a fee for the second half of the day. The fees for full-day kindergarten vary from district to district.

In FY '17 the full day kindergarten grant was cut from the state budget. The funds that cities and towns received from this grant helped to plan growth and expand high-quality programs. Unfortunately the loss of this grant impacted the funding for our kindergarten program. Prior to FY '17, districts receiving the grant had to adhere to the following regulations:

- A limit on the amount a school district can charge for full-day kindergarten if the school district (in FY'17 that amount was \$4,000)
- Districts could not charge more than the tuition cap
- Districts must offer a sliding fee scale based on income to make full-day kindergarten affordable to everyone
- Districts must waive kindergarten fees for families with very low incomes or families facing unexpected financial hardships
- Districts cannot charge kindergarten fees for children with disabilities whose Individualized Education Programs (IEPs) specify a full-day kindergarten program

Although we are no longer required to abide by the regulations above, Newburyport aims to ensure that full-day kindergarten is affordable and available to all families. Therefore, we continue to adhere to the previous policy that aligned with the full day kindergarten grant. Our tuition policy below outlines each of these points.

Newburyport Public Schools

Kindergarten Programs

Half-Day Kindergarten: A tuition-free program that meets 5 days per week for 3 hours and 10 minutes daily. Students in the half day program exceed the Massachusetts time on learning regulations. Students in the half day program do not participate in recess or lunch and specialist periods (PE, Art, Music, Library, STEM). All students registering for half-day kindergarten automatically receive a spot.

Full Day Kindergarten: Our tuition-based kindergarten program that meets 5 days per week from 8:20 a.m.-2:50 p.m. Students enrolled in full day kindergarten have an opportunity to deepen their learning through a longer day that offers longer academic blocks as well as socialization periods during multiple recesses daily and a lunch period in the cafeteria.

Full Day Kindergarten Tuition

Annual Tuition for Full-Day Kindergarten

Tuition for the full day kindergarten program for the 2021-2022 school year is \$3,800.00. The tuition rate is set annually by the School Committee and subject to change. (This fee is for the hours beyond the required instructional hours of the MA Department of Education)

Application Fee

An registration Fee of \$380.00 will be required with application. Deposits are refundable. The registration fee will count as a first payment towards the yearly the tuition. The remaining tuition balance will be paid in installments. Families may choose to pay the installments in one-lump sum (due 8/1/21); in 5 installments (due 8/1/21, 9/1/21, 10/1/21, 11/1/21 and 12/1/21); in 10 installments (due 8/1/21, 9/1/21, 10/1/21, 11/1/21, 12/1/21, 1/1/22, 2/1/22, 3/1/22, 4/1/22 and 5/1/22).

Sliding Fee

Tuition fees may be discounted or waived on a sliding fee scale for eligible families.

COLUMN A Income Eligibility Levels						COLUMN B Sliding Fee Scale Formula		COLUMN C District's Sliding Fee Scale	
% State Median Income (SMI)	Family of Two	Family of Three	Family of Four	Family of Five	Family of Six	Max. Annual Tuition (T.): \$3800.00		Fee Per Income Level	
	Monthly	Monthly	Monthly	Monthly	Monthly	Formula to calculate the fee scale:		Annual	Monthly
≤25%	\$0 - \$1,504	\$0 - \$1,858	\$0 - \$2,212	\$0 - \$2,566	\$0 - \$2,920	Must be free		\$0.00	\$0.00
26 - 35%	\$1,505 - \$2,106	\$1,859 - \$2,601	\$2,213 - \$3,097	\$2,567 - \$3,592	\$2,921 - \$4,088	Free is suggested. May charge.	Up to 10% of Annual T (and no more than \$300)	\$300.00	\$30.00
36 - 50%	\$2,107 - \$3,008	\$2,602 - \$3,716	\$3,098 - \$4,424	\$3,593 - \$5,132	\$4,089 - \$5,840		Up to 18% of Annual T (and no more than \$540)	\$540.00	\$54.00
51 - 65%	\$3,009 - \$3,910	\$3,717 - \$4,831	\$4,425 - \$5,751	\$5,133 - \$6,671	\$5,841 - \$7,591	Up to 25% of Annual T.		\$950.00	\$95.00
66 - 85%	\$3,911 - \$5,114	\$4,832 - \$6,317	\$5,752 - \$7,521	\$6,672 - \$8,724	\$7,592 - \$9,927	Up to 50% of Annual T.		\$1900.00	\$190.00
86 - 100%	\$5,115 - \$6,016	\$6,318 - \$7,432	\$7,522 - \$8,848	\$8,725 - \$10,263	\$9,928 - \$11,679	Up to 75% of Annual T.		\$2850.00	\$285.00
>100%	\$6,016+	\$7,432+	\$8,848+	\$10,263+	\$11,679+	Up to 100% of Annual T.		\$3800.00	\$380.00
% of SMI	Family of Seven	Family of Eight	Family of Nine	Family of Ten	Family of Eleven				
	Monthly	Monthly	Monthly	Monthly	Monthly				
≤25%	\$0 - \$2,986	\$0 - \$3,053	\$0 - \$3,119	\$0 - \$3,185	\$0 - \$3,252	Must be free		\$0.00	\$0.00
26 - 35%	\$2,987 - \$4,180	\$3,054 - \$4,274	\$3,120 - \$4,366	\$3,186 - \$4,459	\$3,253 - \$4,552	Free is suggested. May charge.	Up to 10% of Annual T (and no more than \$300)	\$300.00	\$30.00
36 - 50%	\$4,181 - \$5,972	\$4,275 - \$6,105	\$4,367 - \$6,238	\$4,460 - \$6,370	\$4,553 - \$6,503		Up to 18% of Annual T (and no more than \$540)	\$540.00	\$54.00
51 - 65%	\$5,973 - \$7,764	\$6,106 - \$7,937	\$6,239 - \$8,109	\$6,371 - \$8,282	\$6,504 - \$8,454	Up to 25% of Annual T.		\$950.00	\$95.00
66 - 85%	\$7,765 - \$10,153	\$7,938 - \$10,378	\$8,110 - \$10,604	\$8,283 - \$10,830	\$8,455 - \$11,055	Up to 50% of Annual T.		\$1900.00	\$190.00
86 - 100%	\$10,154 - \$11,944	\$10,379 - \$12,210	\$10,605 - \$12,475	\$10,831 - \$12,741	\$11,056 - \$13,006	Up to 75% of Annual T.		\$2850.00	\$285.00
>100%	\$11,944+	\$12,210+	\$12,475+	\$12,741+	\$13,006+	Up to 100% of Annual T.		\$3800.00	\$380.00

Full Day Kindergarten Financial Information Instructions

1. The tuition for the Full Day Kindergarten Program for the 2021-2022 school year is \$3,800.00.
 2. Some families may qualify for a lower tuition amount. Please refer to the enclosed “Full Day Kindergarten Sliding Fee Scale” to determine if you would be eligible for a reduced tuition.
 3. To apply for a reduced tuition, please check the box for financial hardship on the Promissory Note and submit it along with the required documents by 3/18/2021.
 4. The following are the required documents to qualify for a reduced tuition amount:
 5. A copy of your 2020 tax return
 6. Corresponding W-2 & 1099 forms for all household members
 7. A copy of one month’s pay stubs for each working household member (4 weeks within the most recent six week period)
 8. If you are newly employed, and don’t yet have 4 weeks of pay stubs, you may provide a letter from your employer on their stationery stating your gross monthly income
- Your fee for the Full Day Kindergarten Program will be determined based on your family’s income and the Newburyport Public Schools Sliding Fee Scale.
 - You will be notified of your tuition amount in writing.
 - Families that do not provide sufficient documentation will pay tuition of \$3,800.00.
 - Deposits that have been collected in the amount of \$380.00 will reduce child’s tuition with a balance of \$3,420.00.
 - Families that did not submit a deposit will need to do so on August 1, 2021 included in their first tuition payment.

Tuition in the Arrears

Families who do not honor their tuition commitment will be contacted directly (e.g. email, letter, and/or phone) to determine if unpredicted circumstances have limited their ability to pay, if an alternative payment option can be arranged or if a part-time kindergarten schedule is necessary.

Eligibility Criteria

for Qualifying IEP Students for Free Tuition

for the Full-Day Kindergarten Program

Students on IEPs must attend full-day kindergarten free of charge ***if their IEP specifies a full-day placement.*** Space should be reserved for children with IEPs that specify full-day placements.

In order to be eligible for free tuition in the full day kindergarten program, students with special needs must meet the following criteria, determined at a TEAM meeting prior to their entrance

into kindergarten. If a child with an IEP enrolls in kindergarten from another district or after the start of the school year, the TEAM must convene to determine if the student is eligible for free full day kindergarten. The following criteria must be discussed at the TEAM meeting.

The TEAM believes that the child's needs cannot be met in our half-day, 3 hour and 10 minute per day program because:

1. The kindergartener with a disability is a child who has been diagnosed with one of the following disabilities, as defined by [603 CMR 28.00](#) of the Massachusetts Education Laws and Regulations specifies the following disabilities as making a child eligible for special education:
 - Autism
 - Developmental Delay (*ages 3-9*)
 - Intellectual Impairment
 - Sensory Impairment (Including Hearing Impairment or Deaf, Vision Impairment or Blind, and Deafblind)
 - Neurological Impairment
 - Emotional Impairment
 - Communication Impairment
 - Physical Impairment
 - Health Impairment
 - Specific Learning Disability

OR

2. The special education TEAM must consider a student's eligibility for free tuition for children entering the kindergarten program who have not received an outside diagnosis. The TEAM must take into consideration the following criteria:
 - The child's development must be at or below 1.5 standard deviations or equivalent levels, of the mean in any two areas of development

OR

- The child's development must be at or below 2.0 standard deviations or equivalent levels in one area of development

AND

- The child requires both specialized instruction from a special education teacher as well as related services that cannot be met in the daily time allotment for the half day program. This means that part of the discussion for determining eligibility at the TEAM meeting should include a determination that the child needs both specially designed instruction in the full day kindergarten program by a special educator as well as related services.

KINDERGARTEN REGISTRATION AND LOTTERY PROCEDURES

Applications will be accepted for the Full Day program from:

Dates: February 1 – February 5, February 8 – February 12, and February 22 – February 26
(school days only)

Times: 10:00 AM – 2:00 PM

Location: Bresnahan School Office @ Door 1

Only complete applications will be accepted. The following documents are required:

1. **\$380.00** Registration fee, check or money order made payable to the Newburyport Public Schools (no cash or credit cards accepted)
2. Full Day Kindergarten Application Form
3. Newburyport Public Schools Enrollment Form
4. Confidential Health Form
5. Certification of Address Form
6. Home Language Survey
7. Parent Questionnaire
8. Medicaid Consent
9. Preschool Consent

Please make copies of each of the following before submitting your application.

8. Your child's birth certificate
9. Your child's most recent health record including lead test, immunization and physical
10. Proof of Newburyport Residency

(must be one of the following: utility bill, ex: water bill, electric bill, cable bill, mortgage/lease agreement)

All families will be notified in the event a lottery is needed for full day Kindergarten.

Half Day AM Program:

8:20 am- 11:30 am

Applications will be accepted for the Half Day AM program from:

Dates: February 1 – February 5, February 8 – February 12, and February 22 – February 26
(school days only)

Times: 10:00AM – 2:00PM

Location: Bresnahan School Office @ Door 1

Only **complete** applications will be accepted.

1. Half Day Kindergarten Application Form
2. Newburyport Public Schools Enrollment Form
3. Confidential Health Form
4. Certification of Address Form
5. Home Language Survey
6. Parent Questionnaire
7. Medicaid Consent
8. Preschool Consent

Please make copies of each of the following before submitting your application.

7. Your child's birth certificate
8. Your child's most recent health record including lead test, immunization and physical
9. Proof of Newburyport Residency
(must be one of the following: utility bill, ex: water bill, electricity bill, cable bill, mortgage/lease agreement)

All students applying for the Half Day program will be granted enrollment.