



**ONTARIO-MONTCLAIR SCHOOL DISTRICT
STATE PRESCHOOL PROGRAM**

Preschool/Child Development
1556 S. Sultana Ave., Ontario, CA 91761
(909)418-6898 · (909)459-2877 Fax



**TO ALL PARENTS AND GUARDIANS OF CHILDREN WHO WILL TURN 3 OR 4
ON OR BEFORE DECEMBER 1, 2025 AND MEET THE STATE ELIGIBILITY REQUIREMENTS**

**STATE PRESCHOOL AND PRESCHOOL INCLUSION CLASSES BEGIN
MONDAY, AUGUST 11, 2025**

Welcome to the Ontario-Montclair School District State-Funded Preschool Program! We offer preschool at 13 school sites for three- and four-year-olds whose families meet the state eligibility requirements. The program is three (3) hours and 15 minutes per day Monday through Friday for 175 school days each year. **Parents/guardians are to provide transportation to/from school.**

Proof of Eligibility

To be eligible for subsidized child development services, a family shall meet one of the following eligibility requirements: (A) current Cash Aid recipient; (B) income-eligible; (C) homeless; (D) recipients of Child Protective Services (CPS); (E) child has exceptional needs; (F) governmental programs; or (G) Free & Reduced Program Meal school (EC 8263 [a][1], 5 CCR 18090, 18092, and 18092.5).

**Please bring the completed preschool registration packet
and the following required documents to your appointment:**

☐ **Child's Birth Certificate**

☐ **Child's Immunization Records**

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|--------------------------|--------------------|--|
| ○ 4 doses of DTaP | ○ 3 doses of polio | ○ 1 dose of varicella (on or after 1 st birthday) |
| ○ 3 doses of Hepatitis B | ○ 1 dose of MMR | ○ 1 dose of Hib (on or after 1 st birthday) |

- ☐ **Preschool Physical:** Form included in registration packet must be completed and stamped by child's physician and must be dated within a year of registration or parents provide proof of an appointment.

- ☐ **Proof of Address:** Examples include correspondence with current address or any postmarked document.

- ☐ **Proof of Family Size:** Provide supporting documentation regarding the number of children under the age of 18 in the family. The number of children shall be documented by providing **one** of the following:
- birth certificates
 - records of foster care placements
 - adoption documents
 - other reliable documentation indicating the relationship of the child to the parent

- ☐ **Proof of Income:** Provide verification of one (1) month's household income **dated for 30 days prior to the date of enrollment.** (When both parents are working, proof for both parents are required.) Income includes, but is not limited to, the following:

- | | |
|-------------------|--|
| • pay stubs | • unemployment/ disability pay stubs |
| • Cash Aid letter | • self-employed (provide copy of taxes from last year with profit & loss from business form - Schedule C.) |
| • child support | |

- ☐ **IEP (Individualized Education Program):** If your child is receiving Special Education Services, provide a copy of the current IEP.

☐ **Court/Legal Documentation:**

- official court documents
- official restraining order
- foster placement documents

- ☐ **Completed Online ASQ Questionnaire Screeners:** The QR code to access screeners is provided in the registration packet.

□ **Parent Volunteer/Classroom Participation Vaccination Requirements**

- negative Tuberculin (TB) Test (results must be dated within one year)
- measles (MMR) vaccine
- pertussis (Tdap) vaccine
- influenza (Flu) vaccine or letter from parent declining flu vaccine

The parent is responsible for providing documentation to support family size and household income in order to determine eligibility. Parental/employer declarations do not have to be accepted if agency has reason to believe they are false.

Student eligibility is based upon parent income (see chart below):

FAMILY SIZE	MONTHLY INCOME (BEFORE DEDUCTIONS)
1-2	7,759
3	8,790
4	10,249
5	11,889
6	13,529
7	13,837

Income guidelines are subject to change contingent on State Budget

Enrollment is contingent on completed registration paperwork, registration processing, and approval.

If your child is accepted into the program, you will be notified by phone.

If you have any questions, please call the Preschool/Child Development Office at 909-418-6898.

How Families Are Selected

Enrollment Priorities for State Preschool Programs-5CCR18131

The California Department of Education (CDE) mandates contractors to create an eligibility waiting list that ranks the applications for the children by order according to income. Contractors must determine eligibility for enrollment and must enroll age-eligible children in the following admission order:

First Priority: Three- and four-year-old children who are recipients of Child Protective Services or at-risk of abuse, neglect, or exploitation, and for whom there is written referral from a legal, medical, or social service agency.

Second Priority: Income-eligible three- and four-year-old children with exceptional needs. Prioritize based on income ranking order.

Third Priority: Income-eligible three- and four-year-old children who are not enrolled in a transitional kindergarten (TK). Prioritize children with the lowest income ranking first. If two or more children are within the same ranking, prioritize dual language learners. Then prioritize based on the child who has been on the waiting list for the longest time.

Fourth Priority: After all otherwise eligible children have been enrolled, it shall be the children from families whose income is no more than 15% above the eligibility income threshold. Prioritize exceptional needs children and then three- and four-year-old children (limited to 10% of funded enrollment).

Fifth Priority: A California preschool program site operating within the attendance boundaries of qualified Free and Reduced Priced Meal school may enroll any three- and four-year-old children whose families reside within the attendance boundary of a qualified elementary school. Prioritize based on income ranking order.

Sixth Priority: Children enrolling in state preschool to provide extended learning and care to transitional kindergarten or kindergarten pupils. Must meet an eligibility criterion.

Eligibility Documentation

Employed

- A release authorizing the contractor to contact the employer(s), to the extent known, that includes the employer's name, address, telephone number, and usual business hours; and
- Payroll check stubs, an independently drafted a letter from the employer, or other record of wages issued by the employer from either month of the two-month window immediately preceding the initial certification, or the recertification of eligibility for ongoing services.

Self-Employed

- An independently drafted letter from the source of the income; (business name, address, phone number and business hours) stating what you do and what your monthly income was, signed and dated; or
- A copy of the most recently signed and completed tax returns with a statement of current estimated income for tax purposes; or
- Other business records, such as ledgers, receipts, or business logs; or
- Independent verification of income is made through contacting clients, reviewing bank statements, or confirming the information found in the parent's advertisements or websites.

Child with Exceptional Needs

- A copy of the portion of the active individual family service plan (IFSP) or the Individualized Education Program (IEP) that includes the information as specified in EC 56026 and 5 CCR 3030 and 3031; and
- A statement signed by a legally qualified professional that:
 - The child requires the special attention of adults in a child care setting; and
 - Includes the name, address, license number, and telephone number of the legally qualified professional who is rendering the opinion.

Experiencing Homelessness

- A written referral, dated within three months prior to the application for services, from an emergency or transitional shelter, or other legal, medical, or social service agency local educational agency liaison for children and youth experiencing homelessness, or a Head Start program, or
- A written parental declaration, signed under penalty of perjury, that the family is experiencing homelessness.

Child Protective Services

- A statement from the local county welfare department, child protective services unit certifying that the child is receiving child protective services and the early learning and care services are a necessary component of the child protective services plan; or
- The probable duration of the child protective services plan or the at-risk situation; and
- The name, address, telephone number, and signature of the legally qualified professional who is making the referral.

Free and Reduced-Price Meal Eligibility

- Families that are eligible for services pursuant to EC 8208(a)(4) or 8208(c)(3) must provide proof of residency within the attendance boundaries of the same qualified Free and Reduced-Price Meal (FRPM) elementary school as the preschool program to be eligible for enrollment at the CA State Preschool Program FRPM site.

Governmental Programs

- When a member of the family is receiving benefits from Medi-Cal, CalFresh, the California Food Assistance Program, the California Special Supplemental Nutrition Program for Women, Infants, and Children, the federal Food Distribution Program on Indian Reservations, Head Start, Early Head Start, or any other designated means-tested government program, as determined by the department, will be categorically eligible.