



September 2, 2014

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE

Approval of a request from the School Committee to the Election Commission for Mailing Addresses

Recommendation: That the School Committee approve a formal request to the Cambridge Election Commission for mailing addresses.

Description: Each year, CPS conducts outreach to publicize the Kindergarten Lottery and the 3-Year-Old Programs Lottery (new in October 2013). To publicize these two lotteries, the School Department mails two separate postcards to all Cambridge households containing age-eligible children.

- Families who wish to enroll a child in Tobin Montessori, Special Start, or the Fletcher-Maynard Scholar College preschool for September 2015 must register during the month of October, to participate in a lottery that takes place in November 2014. Very limited seats are available for these three programs.
- Families who wish to enroll a child in Junior Kindergarten or Kindergarten for September 2015 must participate in the January 2015 Kindergarten Lottery to maximize their chance of receiving one of their school choices.

The Election Commission requires that the School Committee make a formal request to receive the mailing list required for this mailing. It is important that these mailing lists be requested in early September, in order to inform families of the 3-Year-Old lottery before the start of October. Please request that two separate mailing lists be transmitted electronically, containing the following data:

Kindergarten Mailing List:

- Child and/or head of household name and mailing address for all families with a child or children whose birth date falls on or between 9/1/09 - 3/31/11.

3-Year-Old Programs Mailing List:

- Child and/or head of household name and mailing address for all families with a child or children whose birth date falls on or between 4/1/11 - 8/31/12.

Respectfully submitted

Jeffrey M. Young
Superintendent of Schools