FREE PROGRAM TO **ELIGIBLE** 3- or 4-YEAR-OLD CHILDREN IN LAS CRUCES

Our program accepts enrollees from Title 1 schools within the Las Cruces Public School district.

MONDAY-THURSDAY 8:00- 2:30 - FRIDAY 8:00 -12:00 pm

575-523-1616

STUDENT MEALS

Our program provides children with nutritious breakfast, lunch, and snacks at no cost to families. Meal time is a perfect learning opportunity, and teachers use this time to teach skills and reinforce healthy eating habits.

FAMILY ENGAGEMENT

Family engagement is an essential component of our programs. Our PreK supports parents/families as their child's first and most important teacher. We have developed a Family Engagement Plan, which provides 90 hours of engagement activities throughout the school year. Families are invited to participate in all our events.

Health Screenings/ Developmental Screenings

Each child in the PreK program **must** receive the following health screenings by a school health care professional before the beginning of the program or within the first 30 days of attendance:

- ✓ physical examination
- ✓ current immunization

Additional screenings, ASQ will be completed at our facility at no cost to families. COVID guidelines prohibit outside visitors; therefore, your family doctor must complete dental, vision, and hearing within 30 days.

The Village is a five-star program, and Ashley's Garden is a five-star program that focuses on child development, growth, and learning to provide the greatest opportunity for success in kindergarten and later school years. Our Montessori-based curriculum utilizes a multi-sensory approach to learning—incorporating a comprehensive array of integrative movement activities and special programs which support NM Prek Early Learning Outcomes. We support the full participation of every child through curriculum components that address dual language learners while exposing the children to sign language and various cultures from the world. The curriculum is theme-based, with emphasis on learning through play and the development of positive social relationships, which leads to the development of academic skills. Families, who are children's first and most important teachers, are encouraged to participate in our program through an extensive list of activities. Our Prek programs are based on attendance and family involvement.

PreK ensures that every child in New Mexico has the opportunity to attend a high-quality, early childhood education program before entering kindergarten. The purpose of New Mexico PreK is to:

- increase access to voluntary high-quality pre-kindergarten programs;
- provide developmentally appropriate activities for New Mexico children;
- expand access to early childhood programs across New Mexico;
- support linguistically and culturally appropriate curriculum; and
- develop school readiness in those served.

PreK teachers carefully plan indoor and outdoor activities based on what children are required to learn in the following areas:

- listening, language, reading, and writing
- science
- counting, shapes, sorting, and measuring
- coordination, hygiene, health, and well-being
- art, music, and movement
- independence, problemsolving, thinking, and perseverance
- appropriate behavior, social skills, and being part of a group



PREK, EARLY PREK, MIXED-AGE REGISTRATION FORM

The start/end date of classes will be announced after Las Cruces Public Schools release the 2023-2024 calendar (our programs follow the LCPS calendar). Program times are Monday through Friday – 8:00 am to 2:00 pm. **Required:** Parent participation in student activities/projects; parent meetings before the start of school; parent-teacher conferences three times a year; physical exam/screenings within 30 days of start date and attendance.

An after-hours care program (The Village Kids Club) is available Monday – Friday (7:45 am – 8:00 am and 2:00 pm to 5:30 pm) for those who need extended hours. State subsidies are accepted in the after-hour programs. \$399.00 + tax monthly

Children must have reached their 3rd or 4th birthday before 12:01 am September 1 of the current year.

ENROLLMENT PRIORITIES

- 1. Children who reside in Hermosa Heights Elementary School district.
- 2. Children who reside in Title I school districts. (Check the LCPS website.)
- 3. Children who would not have an opportunity to attend a high-quality preschool.

WAITING LIST

Once capacity has been reached, children will be placed on a waiting list. As a spot opens, children will be chosen using the above criteria based on the enrollment application date.

ATTENDANCE POLICY

Parents must agree to a 95% attendance rate. Excused absences must have written doctor's excuse. Three days of unexcused absences = warning. Five days of unexcused absences = 2nd warning. Seven days of unexcused absences = dismissal from the program. Late arrivals/early dismissals count as absences. COVID guidelines have relaxed the attendance policy.

The following is required for registration:

- Completed application form
- Proof of date of birth
- 1 Copy of the Immunization Record and wellness exam signed by a physician
- Religious or medical exemptions to these requirements must be submitted to school officials in writing by the State of New Mexico Health Department
- 1 copy of residency proof (current utility bills, mortgage commitment on existing residence only)
- Custody papers (if applicable)
- Copy of the (IEPs) if applicable
- Signed permission for screening: ASQ screenings





New Mexico PreK Annual Enrollment Form 2023-2024

Date Received:	Initials	PreKEarly P	Mixed Age
Age Eligible	Birth Certificate	Passport	ASQ:3
Hermosa Heights District	Title 1 school	Income Eligible:	ASQ: SE

INT I.I EROOMIE INTORMI	ATION – Please Print Star	rt Date
MAIL:		AGE: YearsMonths
MAIL: PLEASE PRINT O	LEARLY	
HILD'S NAME:LAST FIRST	☐ Male ☐ Female	DATE OF BIRTH:
AME(S) OF PARENT(S) OR GUA	ARDIAN(S):	
NAME:	RELATIONSHIP:	PHONE:
NAME:	RELATIONSHIP:	PHONE:
Mom's Occupation	Dad's Occupati	ion
MERGENCY CONTACT:		
NAME:	RELATIONSHIP:	PHONE:
NAME:	RELATIONSHIP:	PHONE:
NAME:	RELATIONSHIP:	PHONE:
☐ Home care ☐ Head Start	•	are Center
absences.	llage's attendance policy with a 95% n for the following screening: ASQ.	
PART 3: HEALTH INFORMATI	ONPlease check the items belo	ow that apply to your child
□Delayed speech/language	□Hearing problems □Vision p	problems Occupational therapy
, , ,		

nysician:	Phone:	Last checkup:
entist:	Phone:	Last checkup:
ptometrist:	Phone:	Last exam:
lealth Insurance:	PHONE:	
EDICAID:	PHONE:	
	RELATIONSHIP:	
· · · · · · · · · · · · · · · · · · ·	OR PICK-UP (ID REQUIRED	, ,
AME:	RELATIONSHIP:	PHONE
AME:	RELATIONSHIP:	PHONE
OT AUTHORIZED	NOT or DO NOT have perm	Relationship
I ACTIONIZED		Kelationship
7	O BE CONSIDERED FOR ENF	ROLLMENT:
1 VOLUMBICT ANGLAR	ER ALL QUESTIONS ON AP	PLICATION FORM
1. TOU MUST ANSWI		

GYM MAGIC, INC. ASSUMPTION OF RISK, WAIVER OF LIABILITY, MEDICAL AUTHORIZATION

As legal guardian of (child's name)including permanent paralysis or death can occur in sports or a	
limited to gymnastics, dancing, tumbling, trampoline, tumble to swimming or any activity in or around water can result in brain the after-school program can involve transportation to and fron child could be injured or killed in a vehicular accident. Being for aforementioned person participating in any and all Gym Magic	n damage or drowning. I am also aware that participation in various field trips/after school program and as a result my ally aware of these dangers, I voluntarily consent to the
RISKS associated with that participation.	
In consideration for allowing my child or myself to use these four respective heirs, administrators, executors and successors, RELEASE Gym Magic, Inc., its officers, directors, shareholder damages or injuries suffered by my child or myself while und Inc., without limitation, those damages or injuries resulting freshareholders, employees or agents.	hereby COVENANT NOT TO SUE and FOREVER rs, employees or agents from all liability for any and all der the instruction, supervision, or control of Gym Magic
In the event of an accident or emergency I would like my above treatment and I hold Gym Magic Inc. and its representatives hat hereby agree to individually provide for all possible future med as a result of any injury sustained while participating at or for	armless in their execution of this action. Additionally, I lical expenses, which may be incurred by my child or myself
I have read and understand this ASSUMPTION OF RISK and AUTHORIZTION and I VOLUNTARILY affix my name in	
Parent, Legal Guardian's Signature	Date
Your participation in a Gym Magic, Inc. gives Gym Magic pern advertisements or promotions for Gym Magic.	
Signed:	Date



Early Care, Education, and Nutrition Division
NEW MEXICO PREK

How long at this current address? _____

New Mexico PreK Annual Enrollment Form



Program Type: □ **PreK** □ **Early PreK** □ **Mixed** All information should be the same as Childcare Assistance application if applicable. **PreK Student Information** Legal First Name: _____Legal Middle Name: _____Legal Last Name: _____ Suffix: ____ Date of Birth: Verified by Birth Certificate: ☐ Gender: ☐ Male ☐ Female ☐ Other Ethnicity: (Circle One) Afghan, American, Arab, Argentinian, Armenian, Asian, Asian Indian, Australian, Austrian, Bangladeshi, Belgian, Brazilian, British Canadian, Bulgarian, Burman, Cambodian, Canadian, Central American, Chinese, Creole, Croatian, Cuban, Czech, Danish, Dominican, Dutch, English, Eskimo, Filipino, Finnish, French, French Canadian, Georgian, German, Greek, Hispanic, Japanese, Korean, Laotian, Mexican, Puerto Rico, Thai, Roma, Vietnamese, Decline to Identify, or Other Primary Language: _____ Hispanic: ☐ Yes ☐ No Tribal Affiliation: Race One: (Circle one) American Indian/Alaskan Native, Asian, Black or African American, White, Native Hawaiian, **Declined to Identify, Other** Supplement Funding: ☐ Part time subsidy ☐ Full Time Subsidy ☐ Private Pay ☐ Special Education **Homeless:** □ **Yes** □ **No Mailing Address:** Address: State: Zip: County: Click here if Physical Address is the same as Mailing Address **Physical Address:** Address: City: _____ State: ____ Zip: ___ County: ____

School District:	
Elementary School your child will attend for kindergart	en:
Current IEP: ☐ Yes ☐ No Need Referral: ☐ Yes ☐	No Referral Type:
I verify that the information provided in this appl	ication is accurate as of today's date:
Program Printed Name:	Program Signature:
Parent/Guardian Printed:	_Parent/Guardian Signature:



Child and Adult Care Food Program LETTER TO HOUSEHOLDS



Name of Facility / Center / Site / Home Provider (Last, First, Middle Initial):	Facility / Center / Site / Home Provider EPICS ID:	Phone Number
Gym Magic Inc: The Village or Ashley's Garden	The Village - 23273854	.575 、523 1616
	Ashlev's Garden - 4001267	373 323 1019

Instructions: This letter must accompany the Income Eligibility Application.

Dear Parent / Guardian or CACFP Participant:	
Gym Magic Inc: The Village and Ashley's Garden	Participates in the Child and Adult Care Food Program (CACFP) administered by the United States
Name of Facility / Center / Site / Home Provider (Last, First, Middle Initial)	

Department of Agriculture. Please help us comply with the requirements of the CACFP by completing, signing, and returning the attached statement as soon as possible. This information is necessary to decide the level of CACFP reimbursement your center is eligible to receive for the meals served to children and/or adult participants in our program. This form will be treated as confidential information. All participants in our program receive their meal free of charge, but the determination of eligibility category affects the amount of federal funding we receive. Foster Children: A foster child enrolled in our program that is the legal responsibility of a welfare agency, or court may be certified as eligible for free meals regardless of your household income. Please refer to the instructions on how to complete the Income Eligibility Application form.

SNAP - Supplemental Nutrition Assistance Program (formerly the Food Stamp Program): If your household is currently receiving benefits under the Supplemental Nutrition Assistance Program (SNAP) or Food Distribution Program on Indian Reservations (FDPIR) and your child is enrolled in a child care center you need only to list the case number sign and date the form.

If your household is receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI), Medicaid or Food Distribution Program on Indian Reservations (FDPIR) and an adult in your home is enrolled in an Adult Daycare Center then you need only to list their case number sign and date the form. Otherwise, an adult household member must complete the form and disclose total current household income by source, and the names of all household members. The person completing the form must sign, provide a social security number, and date when completed.

The income you report must be last month's total gross household income listed by source, for each household member. If last month's income does not accurately reflect your circumstances, you may provide your annual income, or you may use last year's income if no significant changes have occurred. If your households' income is equal to or less than the amounts indicated for your households' size on the chart below, your provider may qualify for maximum reimbursement rates. The Department of Agriculture defines a household as a group of related or unrelated individuals (not residents of a boarding house or an institution) who are living as one economic unit (i.e., sharing living expenses).

	INCOME ELIGIBILITY GUIDELINES - (EFFECTIVE FROM JULY 1, 2022 T				O JUNE 30, 2023	3)
	FREE			REDUCED		
HOUSEHOLD SIZE	YEAR	MONTH	WEEK	YEAR	MONTH	WEEK
1	17,667	1,473	340	25,142	2,096	484
2	23,803	1,984	458	33,874	2,823	652
3	29,939	2,495	576	42,606	3,551	820
4	36,075	3,007	694	51,338	4,279	988
5	42,211	3,518	812	60,070	5,006	1,156
6	48,347	4,029	930	68,802	5,734	1,324
7	54,483	4,541	1,048	77,534	6,462	1,492
8	60,619	5,052	1,166	86,266	7,189	1,659
	6,136	512	118	8,732	728	168

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the <u>USDA Program Discrimination Complaint Form</u>, (AD-3027) found online at: <u>How to File a Complaint</u>, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: <u>program.intake@usda.gov</u>. This institution is an equal opportunity provider.

Gym Magic Inc - Sandra Graham		July 5, 2022
Name of Sponsor / Center Representative	Signature of Sponsor / Center Representative	Date



Child and Adult Care Food Program INSTRUCTIONS FOR COMPLETING THE INCOME ELIGIBILITY FORM



Name of Facility / Center / Site / Home Provider (Last, First, Middle Initial):	Facility / Center / Site / Home Provider EPICS ID:	Phone Number
Gym Magic Inc: The Village or Ashley's Garden	The Village - 23273854 Ashley's Garden - 4001267	(575) 523 1616 //

PARTICIPANT INFORMATION:

List name of all enrolled participants that you are applying for which are in care.

List each enrolled participant's date of birth.

If you are applying for a foster child, list only one foster child per form. A foster child may be eligible for free meals regardless of household income.

Child Care Centers: If the participant enrolled is in a Child Care Center and receives benefits through Supplemental Nutrition Assistance (SNAP), (formerly food stamps or Food Distribution Program on Indian Reservation (FDPIR), please indicate the appropriate case number in the spaces provided and sign the form. Do not use the number on your card. You do not need to complete household and income information.

Adult Day Care Centers: If the participant enrolled is in an Adult Daycare Center and receives benefits thru Supplemental Nutrition Assistance (SNAP) formerly, food stamps, Food Distribution Program on Indian Reservation (FDPIR), Supplemental Security Income (SSI) or Medicaid, please indicate the appropriate **case number** in the spaces provided and sign the form. Do not use the number on your card. You do not need to complete household and income information.

If you do not receive benefits and have no case number for participants enrolled at the center, you must complete all parts of the IEA (Household and Income information).

HOUSEHOLD AND INCOME INFORMATION

Not required to be completed if case# is provided above.

List all household members. A household is a group of related or unrelated individuals who are living as one economic unit (i.e. sharing living expenses).

Provide the most current income by source for all household members. This can be based on the most recent information the month prior to completing the application.

Reported income needs to be reported on the same. The income reported on the application must include all income before taxes and before other deductions.

A foster child, defined as a ward of the court or welfare agency. Only the foster child's "personal use" income is listed.

Personal use income includes:

- Funds that are specified by the welfare agency as being for the personal use of the child. (If no funds are specified, the funds received from the welfare agency are not to be considered as income. Record "0" on personal income.)
- Money received from any source. This includes, but is not limited to, funds received from trust accounts, from the child's family, and earnings from the child's employment other
 than occasional or part-time jobs.

SIGNATURE

The adult family member completing the application must sign and date the application.

If the enrolled participant is not a recipient of benefits and has not provided a case number, the adult family member signing the application must provide a social security number.

If you do not have a social security number, check the "box" provided. Otherwise, failure to provide the social security number (if you have one) will make the Income Eligibility Application invalid and will reduce the level of CACFP reimbursement your family's Child Care Center receives for meals served to the children and/or adult participants enrolled for care in their center.



First:

Total Number in Household: ___

Signature of Adult Family Member

Wages / Salary: \$

Unemployment: \$ ___

Child and Adult Care Food Program INCOME ELIGIBILITY APPLICATION



	•	INCOME	ELIGIBILITY APPLICATION		ation & Care Department
Name of Facility /	Center / Site / Home Provi	ider (Last, First, Middle Initial):	Facility / Center / Site / Home I	Provider EPICS ID: Pho	ne Number
			The Village 23273854 Ashley's Garden 4001267	(_5	<u>575) 523 / 1616 </u>
Persons with disabilitie applied for benefits. Ir in languages other tha http://www.ascr.usda.g form, call (866) 632-99	es who require alternative mean ndividuals who are deaf, hard o an English. To file a program con gov/complaint_filing_cust.html, a 192. Submit your completed for	is of communication for program information (if hearing or have speech disabilities may conta mplaint of discrimination, complete the USDA I and at any USDA office, or write a letter addres	ity, age, or reprisal or retaliation for prior civil rigl (e.g. Braille, large print, audiotape, American Sign act USDA through the Federal Relay Service at (80 Program Discrimination Complaint Form, (AD-30, ssed to USDA and provide in the letter all of the int of Agriculture Office of the Assistant Secretary equal opportunity provider.	Language, etc.), should contact (0) 877-8339. Additionally, pro 27) found online at: information requested in the fo	ct the Agency (State or local) where the ogram information may be made availabrm. To request a copy of the complain
	olete this form and return to	o the Facility / Center / Site / Home Prov			
Instructions: Comp		• •	vider pplicable for Enrolled Participant)		Case #:
Instructions: Comp	IPANT INFORMATION:	(Check if a	pplicable for Enrolled Participant)	Adult Daycare	Case #:
Instructions: Comp		(Check if a	pplicable for Enrolled Participant) Child Care Centers:	Adult Daycare	e Centers:
Instructions: Comp	IPANT INFORMATION:	Check if a	pplicable for Enrolled Participant) Child Care Centers: er Child?	SSI [e Centers:
Instructions: Comp	IPANT INFORMATION:	DOB: Foste Foste	pplicable for Enrolled Participant) Child Care Centers: er Child?	<u> </u>	e Centers:
Instructions: Comp	IPANT INFORMATION:	Check if a DOB: Foste Foste Foste Foste	pplicable for Enrolled Participant) Child Care Centers: er Child?	SSI [e Centers:

First:

Social Security: \$_____

Total Income: \$ ___

Last:

☐ Check if no SS#

Approving Date

______ Pension/Retirement: \$

Privacy Act Statement:

HOUSEHOLD INCOME: Please indicate source and amount of current income for all members of your household. Please follow the definition of income specified in the standards for determining free and reduced-price eligibility in your parent letter. If you receive more than one check from any of these sources, please indicate the total monthly amount received.

PENALTIES FOR MISREPRESENTATION: I certify that all the above information is true and correct and that the food stamp or FDPIR number is correct or that all income is reported. I understand that this information is being given for the receipt of Federal funds; that institution officials may verify the information on the statement and the deliberate misrepresentation of

Last Four Digits of Social Security Number*

This explains how we will use the information you give us. The Richard B. Russell National School Lunch Act requires that, unless the participant's food stamp or FDPIR number is provided, you must include the social security number of the household member signing the statement or an indication that the household member signing the statement does not possess a social security number. Provision of a social security number is not mandatory, but if a social security number is not provided or an indication is not made that the adult household member signing the statement does not have one, the statement cannot be approved. The social security number may be used to identify the household member in carrying out efforts to verify the correctness of the information on the statement. These verification efforts may be carried out through program reviews, audits, and investigations and may include contacting employers to determine income, contacting a food stamp or FDPIR office to determine current certification for receipt of SNAP (food stamp) or FDPIR benefits, contacting the State employment security office to determine the amount of benefits received and checking the documentation produced by the household member to verify the amount of income received. These efforts may result in a loss or reduction of benefits, administrative claims, or legal action if incorrect information is reported.

		F	OR SPONSOR'S USE ONLY	
Child Day Care Center	Adult Day Care Center	☐ Approved Free	Approved Reduced	Paid
☐ Home Provider Tier I Eli	gibility Verified by: 🔲 Tax R	eturn 🔲 W-2 🔲 Pa	ay Stubs 🔲 Other Date V	'erified:
☐ Home Provider Child(re	n) Tier I Eligibility Verified by:	☐ Household Incom	e 🔲 Categorically Eligible	School Name / District:
☐ Home Provider or Child Sandra G	. ,	Gym Magic Inc	The Village or Ashley's G	arden

Name of Facility / Center / Site Representative / Home Provider

children over the age of 13 living with you. (Please use additional forms if more lines are required).

the information may subject me to prosecution under applicable State and Federal laws.

_____ Child Support: \$ ______ Other Income: \$ ______

Signature of Facility / Center Site Representative / Home Provider

Date Disenrolled