



Monticello Community Schools  
Shannon Elementary / Carpenter Elementary  
321 W. South St. / 615 N. Gill St., Monticello, IA 52310  
(319) 465-3000

January, 2025

Dear Parents and Guardians,

Thank you for participating in Kindergarten Registration. Kindergarten Registration is an important event that helps ensure a smooth transition for our incoming kindergarten class.

**Pre-registration (January 3-31, 2025)** involves the exchange of important information and required medical forms. The Medical Exam Form, Immunization Card and Dental Exam Form will be handed out at this time. **According to Iowa law, we must have all of these completed medical forms on school file prior to your child attending school.** **\*The completed Immunization form is due by May 1, 2025,** the Dental and Physical can be returned at Registration in August or the first day of school (at the latest). You may mail the completed forms to Sandy Hinrichs (school secretary) at Shannon Elementary School, or you may drop them off during school hours. If you have any questions regarding the medical forms, please call our school nurse, Jen Speltz at 319-465-3000. (Please note that the Kindergarten Roundup Pre-registration does not take the place of the Monticello Community School District registration in August.)

**\*\*\*Please submit these documents by May 1, 2025**

- Doctors' office copy of your child's Current Immunization Record or Exemption Certificate
- Proof of age (*baptismal record, signed physician's statement showing date of birth, immunization record, etc.*) (uploaded to Infinite Campus or turned into Shannon Office)
- Home Language survey on district website, go to Shannon/Downloads
- Proof of residency (*utility bill, rental agreement, etc. (something that shows your current address and that you live within our district boundary)*) (uploaded to Infinite Campus or turned into Shannon Office)

**\*\*Please submit health documents prior to child starting school**

- Dental Screening or Exemption Certificate
- Vision Screening (optional)
- Physical with lead screening

Please feel free to contact the teachers or me to learn more about our kindergarten program - or we could arrange for you to visit a kindergarten classroom. Please call the school office if you would like to arrange a classroom visit. For more information and copies of required forms, please visit our district website: [www.monticello.k12.ia.us](http://www.monticello.k12.ia.us), and click on Kindergarten Roundup and Registration Info.

Sincerely,

Shannon Kehoe  
Elementary Principal