

## Tasks to Complete After Accepting a Lighthouse Seat

Now that you have accepted a seat in the Lighthouse Elementary Cooperative program, there are several tasks to complete. Families are expected to complete these tasks within two weeks of notification of acceptance to the program via the annual lottery that follow the choice programs application period, OR within one week of notification of acceptance from the waitlist later on. If tasks are not completed according to this timeline, slots will be given to families on waitlists.

### Enrollment:

- For all kindergarten students: Complete [enrollment](#) for Everett Public Schools/Jefferson Elementary. Upon choosing the Jefferson Lighthouse program as your school, you will be prompted for a code. It is JLH22. (Out-of-district families first need to complete a [nonresident choice transfer request](#).)
- For Grade 1-5 students, next steps for enrollment depend on your current status:

Child is already in Lighthouse	Child is already at Jefferson, but not in Lighthouse	Child is already at an EPS school other than Jefferson	Child is not enrolled in an EPS school, but lives in the district	Child lives outside of EPS
No action needed	No action needed	Notify your current school's office that your child will be moving to Lighthouse at Jefferson for next year, then let the Jefferson office manager know you've done so by e-mailing <a href="mailto:ttolpingrud@everettsd.org">ttolpingrud@everettsd.org</a> .	Complete <a href="#">enrollment</a> for Everett Public Schools/Jefferson Elementary. Upon choosing the Jefferson Lighthouse program as your school, you will be prompted for a code. It is JLH22.	Complete a <a href="#">nonresident choice transfer request</a> .  After approval, complete <a href="#">enrollment</a> for Everett Public Schools/Jefferson Elementary. Upon choosing the Jefferson Lighthouse program as your school, you will be prompted for a code. It is JLH22.

### All families:

Volunteer clearance	<p>Complete district Extended Support Volunteer clearance for at least one adult per family (we prefer two per family). The starting point for volunteer info/clearance applications is <a href="#">here</a>.</p> <ul style="list-style-type: none"> <li>If you applied before Nov. 1, 2021, you must reapply.</li> <li>If you applied after Nov. 1, 2021, log in to your account to make sure you were approved for Job #4282.</li> <li>If you have never applied for volunteer clearance, or if you were cleared at the lower School Day Volunteer level after Nov. 1, 2021, you must apply now.</li> </ul> <p>Let us know who your family anticipates volunteering by filling out this <a href="#">Google Form</a>. This is important because clearance paperwork does not include the names of students associated with the volunteer, and we need to know who to expect for each child.</p>
Lighthouse website registration	Complete the <a href="#">registration form</a> on the website run by the Lighthouse Elementary Cooperative family organization. By doing so, you are proving your information to the organization and its family-run board, and you are consenting to receiving their communication regarding the program.