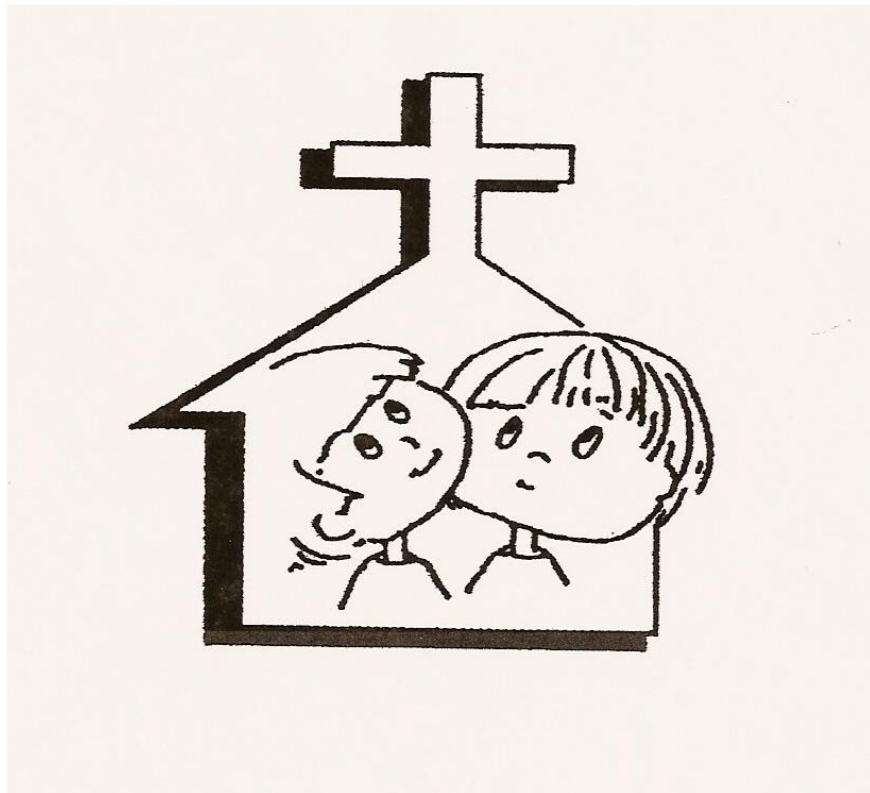


St. Paul Lutheran Preschool



Parent Handbook
2010-2011

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Thank you for taking time to read all of the policies set forth in this handbook. All policies were written with safety and caring in mind. Please feel free to ask questions if there is something you do not understand.

INTRODUCTION

Mission Statement

Love the children, teach God's wonders and discover the love of learning.

Program Philosophy

St. Paul Lutheran Preschool is dedicated to "Knowing Jesus, Telling about Jesus, and Loving as Jesus Loves". Reflecting that mission, St. Paul Lutheran Preschool seeks to instill within each child an assurance that he/she is a lovable and capable child of God. This is accomplished through a loving and caring Christian environment, which invites independent and group learning through exploration, interactive play and developmentally appropriate practices.

Non-Discriminatory/Special Needs Policy

St. Paul Lutheran Preschool will prove to be a valuable asset to the needs of our members as well as to the community. St. Paul Lutheran believes in Christ's great commission by reaching out to all people to bring them to faith in Christ. Therefore, St. Paul Lutheran Preschool will welcome all into the community of faith and will reach out in hospitality and service to assist and embrace any race, color, national/ethnic origin and religious affiliation. While our program is not currently fully accessible for physical disabilities, our staff will make every effort to make reasonable accommodations for various disabilities upon formal request to the Director. St. Paul Lutheran Preschool will be a safe and clean environment displaying respect for all people.

OPERATIONAL INFORMATION

Address

St. Paul Lutheran Preschool
12 ½ Park Street, Box O
Treyvor, Iowa 51575

Phone and Fax Numbers

Preschool Office: (712) 487-3960
Church Office: (712) 487-3880
Church Fax: (712) 487-3879

Website, Email Address

St. Paul Lutheran Church Website: www.stpaultreyvor.org
St. Paul Lutheran Preschool Email: preschool05@frontiernet.net

Operating Hours

- Preschool morning classes will be held from 8:30 a.m. to 11:15 a.m. with afternoon classes from 12:30 p.m. to 3:15 p.m.
- Extended Care will operate from 7:00-8:30 a.m. and 11:15 a.m.-5:45 p.m.

School Closings

St. Paul Lutheran Preschool will follow the decision of the Treynor Community School District. In the event of bad weather, school closings will be announced on radio stations KMA (960 am), KFAB (1110 am) as well as the websites of these television stations: KMTV3, KETV7 and WOWT6.

The public schools have many early-outs, late-starts, and no school due to Professional Development days. St. Paul Lutheran Preschool and Extended Care will be in session on those days.

TUITION INFORMATION

Pre-Registration Fee

The one-time \$25.00 pre-registration fee is non-refundable. St. Paul Lutheran Church members may deduct the pre-registration fee from the first month's tuition.

Enrollment Tuition

Three-Year-Old Preschool (T/TH)

Payable in 9 monthly installments of \$90.00/month, beginning in September and concluding in May.

Four- & Five-Year-Old Preschool (M/W/F)

Payable in 9 monthly installments of \$130.00/month beginning in September and concluding in May.

Extended Care Program

Regularly scheduled, with contract: \$20 per day

Occasional use, no contract: \$25 per day

There will be no reduction in tuition for scheduled holidays, conference days, snow days or absences.

Payment Policy

Charges for Preschool tuition are specified on the financial agreement in the enrollment packet. It is the parent's responsibility to make payment in a timely manner as no monthly statements will be sent out for the preschool tuition.

Charges for the Extended Care program are also specified on a separate financial agreement. Monthly statements WILL be sent at the beginning of each month.

We will accept cash, check or money order for payment. All charges for the month are due the first week of that month payable to: St. Paul Lutheran Preschool. If you need a receipt, one may be requested from the Administrative Assistant or Director. Families will be notified in writing of any fee changes at least 30 days in advance.

Financial Assistance Program

St. Paul Lutheran Preschool Financial Assistance Program was established to provide a sliding-scale tuition assistance for children of preschool families. The amount of assistance is based upon two factors: the need of the family and the available funds for the year. Applicants will need to provide their gross monthly income and the first two pages of the most current income tax return with W-2. Please ask any staff member or governing board member for details.

Late Fees

If the tuition fee has not been paid by the 15th of the month the preschool Administrative Assistant will send a letter assessing a \$10.00 late fee, requesting payment by the 30th of the month. If the fees are not paid by the end of the month, tuition is considered delinquent. If unusual circumstances arise, please visit with the Director to explain the situation.

In the event a check is returned by the bank, an additional fee of \$25.00 will be assessed. After a second occurrence, tuition will be accepted only in cash.

Late Pick Up

Please call in regards to picking up a child later than the end of class time. If you pick your child up more than 10 minutes after dismissal there will be a charge of \$1.00 per minute past their program time.

HEALTH AND NUTRITION

Required Immunizations/Annual Physical

State law requires that each child enrolled shall have an annual physical check-up. A report of this examination and an up-to-date immunization record must be completed by a health care official and returned prior to the first day of class. The signed current immunization record and physical form must be on file **before** the child attends the center. This is in accordance with the State of Iowa licensing regulations.

Sick Policy

Please call the preschool office to notify us if your child is ill and if his/her illness is contagious. They should not be sent to preschool if any of the following symptoms are present:

- Temperature of 100 degrees or more within 24 hours before school
- Vomiting within 24 hours before school
- Diarrhea within 24 hours before school
- Rashes
- Head lice or nits (must be treated and excluded for one day and the preschool must be notified)
- Any contagious disease

If your child is diagnosed with a communicable disease, please report it to us immediately. This is for the safety of all children. The name of the student having the disease will not be disclosed. The diagnoses of the communicable disease will be posted on the parent information board. Only the illness will be disclosed not the name of the infected child.

If children become ill at preschool, we will isolate them as much as possible and make them as comfortable as possible until you can make arrangements to pick them up. Parents are asked to pick their child up as soon as possible after they have been alerted to the signs of the illness. We are unable to care for children when they are ill so we encourage you to have a back-up provider.

REMINDER: Children are not to return to school after an illness until they are free of fever (or other symptoms) for 24 hours. Please make sure that St. Paul Lutheran Preschool has current phone numbers and emergency contacts in case your child should get sick at school.

Allergies

Please let the preschool staff know if your child has allergies or other things that upset their system. We keep an updated list posted in our classroom.

Snacks/Extended Care breakfast and lunches

Preschool--We will serve a nutritious snack midway through the session. You will receive a snack calendar in the monthly newsletter. We will be paying special attention to any food allergies noted on your child's registration form.

Extended Care—Breakfast for the morning Extended Care will consist of cereal, fruit, and toast. Occasionally pancakes and French toast will be added as a choice. The Treynor School will provide noon lunches. Snacks will also be served for the afternoon extended care children. You will receive a calendar noting the menu for lunches and snacks. The staff will be paying special attention to any food allergies noted on your child's registration form.

DAILY ACTIVITY INFORMATION

First Day of School: What to Wear/What to Bring

The only item your child will need is a book bag clearly marked with his or her name. For safety purposes please write your child's name on the inside of the bag. We have many papers, notes and projects that go home daily with your child. Backpacks help your child to be organized and they also ensure important papers get home. Please check the backpack daily for these items. Go over notes and projects with your child to help them recall the activity and keep notes in a special place.

Preschool is a time for messy activities: painting, cooking and playing outside. Please dress your child in clothes they can get dirty! Children should wear comfortable, washable play clothes and tennis shoes. In the interest of safety we ask that your child NOT wear flip flops or sandals.

Sometimes students need to change their clothing due to a spill or an accident. We do have clothes here for a student to utilize. If a student wears the preschool's clothes home, we ask that you please wash our clothing item(s) and return them as soon as possible so that we have extras for another time.

In the winter, your child is encouraged to dress in appropriate winter clothing such as boots, coats, mittens/gloves, hat/scarf and extra shoes to change into when coming inside. Weather-permitting, the staff will take the children outside for play time. PARENTS are asked to clearly label all clothing with the child's name. Mittens and boots all start to look the same -- labeling assists staff in returning items to proper owners. For safety purposes, please write your child's name on the inside of the bag or clothing.

Arrivals/Departures

Each child attending preschool must be accompanied into the building by a parent or someone given custody of the child that day. The child should not be left until his/her presence is acknowledged by the preschool staff. We want to make sure that the child is safely within the building and in the care of the preschool staff before the accompanying parent/adult leaves. **To aid in each child's safety, the attending adult must sign their child in upon arrival and out when departing.**

Arrival time is 8:30 for the morning sessions and 12:30 for the afternoon sessions. Please adhere to these as this is when the staff prepares for the session with devotion and prayer.

For your child's safety, we ask that the student remain in the presence of the attending adult at ALL times. Please remember to DRIVE SLOWLY AND WATCH CAREFULLY for children when entering and leaving the church parking lot. We request that you only use the diagonal parking in the MIDDLE of the parking lot and refrain from parking at the south end of the lot.

Release of Children

Children will be released only to parents/guardians and those persons designated with written permission to pick up a child. Be sure this information is kept up-to-date! Parents may add or subtract people from the list as the year progresses, as long as the intentions are in writing.

In the case of separated or divorced parents, we must release the child to either parent regardless of which parent enrolled the child. However, in the event the custodial parent has a court order stating otherwise, a copy of the court order and a photograph need to be on file at the preschool.

Parent Visits/Phone Calls

St. Paul Lutheran Preschool maintains an open door policy for families. You are welcome to visit the classroom at any time. We ask only that you consider your child's temperament and stage of development before visiting him/her. Parents are welcome to call or inquire about their child at any time.

Withdrawal/Disenrollment

Children may be discharged from the program if any of the following situations exist:

- Fees are not paid by the 30th.
- Found that the child or family presents a danger to staff and/or other children in the program (i.e., immediate discharge will be in effect until the situation is resolved).
- Program cannot adequately meet the needs of the child.
- Lack of regular attendance in the program by the child without notification to the staff (i.e., missing 4 consecutive sessions without verbal or written notification of absence).

DISPENSING OF MEDICATION

Prescription Drugs

Preschool personnel will administer medication ONLY when a doctor's orders are provided in writing. If prescription drugs are given, the following procedures will be followed: a) the prescription must be currently dated with specific dosages ordered, b) the prescription must be labeled for the specific child, c) the medication must be in the original container and, d) the medication authorization must be signed by the parent or guardian. All medications will be kept in a locked location. Please ask a staff member to get your medication at the end of the day when you pick up your child.

Sunscreen and Other Personal Products

We ask that parents apply any sunscreen, lip balm, or other ointments on their children before they arrive at preschool. Due to the length of our program and the need for written approval, it is in the child's best interest that the parents administer any of these products at home prior to the school day. We recognize that special circumstances or attendance in Extended Care may require one of our staff to administer an item of this kind. In order to do this, we must have written instructions and the item must be in its original container.

Minor Accidents

In case of minor accidents, the child will receive basic emergency care by staff members who are first aid certified. The parents will be notified of the accident in writing and will be asked to sign the report. A copy of the accident report is filed in the child's preschool record folder.

Medical Emergency, More Critical Accidents

In the case of a more serious medical or dental accident, the child will receive emergency care according to the abilities of the staff. An attempt will be made to contact the parents or guardian immediately. In the event that the parent/guardian cannot be reached, the emergency contact will be notified. Preschool staff cannot transport children to the hospital; only ambulance service can. If a child is to be transported by ambulance and neither parent nor emergency contact is available, a staff member with whom the child is comfortable will accompany him/her. Parents or emergency contact will be notified to meet the ambulance at the designated hospital. **The parents/ guardian will be responsible for payment of all related medical expenses for the care of their child.**

If the injury is critical 911 will be notified immediately and every effort will be made to alert the necessary persons.

EVACUATION PROCEDURES

In case of fire or tornado the children will be taken to the designated safe areas. They will be supervised at all times by the center staff. Fire and tornado drills are conducted monthly in accordance with licensing regulations.

The designated safe area for a tornado is the north room of the basement area. The designated safe area for a fire is the grassy area north of the preschool adjacent to the east side of the church. In the event of a fire or tornado situation, staff would contact families of students and would remain with the children until parents or designated emergency persons have picked them up.

EMERGENCY PROCEDURES

Blizzard: In the case of a blizzard, all students would remain at the center until parents would be able to get them.

Power Failure: If St. Paul Lutheran Preschool has a power failure due to weather or other unforeseen problem, we will contact parents of all students and

they will be required to pick up their child within one hour of contact. If parent cannot be reached, we will call one of the emergency contacts in the child's file.

Intoxicated Parent: Although we cannot physically stop the parent from taking their child, we will take certain measures to ensure the safety of the child. We will try to talk the parent into staying and calling for a ride. If the person does leave with the child, we will call the police. St. Paul Lutheran Preschool staff members are mandatory child abuse reporters and are required to report abusive situations that would endanger the safety of children.

Bomb Threat or Chemical Spill: If St. Paul Lutheran Preschool has a bomb threat or chemical spill, we will evacuate the preschool facility to a secure place and contact parents.

Earthquake: If there happened to be an earthquake, we would keep the students at the center until we are able to contact parents.

Flood: Depending on the situation, we would keep the students at the highest level possible until we can safely transport them to a safe area. We will call emergency numbers and contact parents immediately to let them know where the children will be until safe pick up can take place.

Intruder: Students would be evacuated to safest location away from the intruder while a staff member detains the intruder. We will call emergency numbers and contact parents.

CLASSROOM INFORMATION

Teacher Qualifications/Ratios

The Preschool staff members are Christians dedicated to working with young children. The staff will participate in continuing education in the areas of child development, developmentally appropriate practice, first aid, child abuse, CPR, and proper installation of child car restraints. We will continue to maintain low teacher/student ratios.

Curriculum

Students attending preschool begin a lifetime of learning. St. Paul Lutheran Preschool recognizes that a loving and stimulating environment contributes to how each student will respond to his/her lifetime of learning. Therefore, it is the desire of St. Paul Lutheran Preschool staff to enhance students' development and learning spiritually, emotionally, socially, intellectually, and physically.

Goals of the program

The goals and learning activities will focus on the following areas of development:

- **Faith Development**-Through Bible stories, students learn how God generously cares for them, how we are to love one another, and how Jesus is our Savior. During daily prayer and songs the student will praise God.
- **Discovery of God's World**-Students participate in field trips, discussions, scientific exploration, and personal observations to help them become more

aware of God's presence in their world. This discovery process also fuels the joy of learning and promotes the development of learning skills.

- **Kindergarten Readiness**-Staff members and volunteers work with students to develop visual, verbal and listening skills. Students will be introduced to letters, numbers, shapes, colors, and other concepts appropriate for kindergarten preparation.
- **Social Development**-Students are taught to respond to others with Christ-like behavior, to accept directions from adults, and to share with others. Staff and volunteers also will work with students to help them develop a healthy self-image and understand that they are made in the likeness of Christ.
- **Creative Experiences**-Staff members will help foster students' God-given creativity and imagination through drawing, singing, drama, rhythm activities, and a variety of experiences with sand, water, play dough, blocks, paint, and other creative types of medium.
- **Physical Development**-Students will participate in group play, outdoor play, and small and large motor skill activities. They will learn to value the bodies that God gave them and how to keep them healthy and safe.

Curriculum areas that will be incorporated into the daily routine will include content areas of language arts, math, social studies, music, movement, science, art, and field trips. The curriculum will not only center on the goals of the program but also will center on the students' interest, daily experiences and developmental needs.

Learning Centers

Children of preschool age learn best through play and hands-on experiences. Learning centers will be designed to contribute to this program type. Each student will use the centers at his/her own level, gaining enjoyment and success from the learning experiences. To contribute to the learning center's effectiveness, the staff will serve as a guide to encourage individual students to use materials in such a way as to further their development.

The classroom environment will have a variety of open-ended learning centers, which include but are not limited to the following:

- Dramatic play (varies--housekeeping, Dr. office, grocery store, puppets, dress up clothing, etc.)
- Manipulatives (puzzles, Lego, felt board, games, push toys)
- Creation station (painting, drawing, coloring, crafts, art work)
- Science/math (magnifying glasses, magnets, counting objects, cooking)
- Sensory (play dough, water, corn or sand table, bubbles)
- Cognitive (learning games and activities)
- Reading zone--library and story reading
- Blocks
- Listening (audio tapes, music)

Guidance Approach

Each staff member is expected to work thoughtfully and kindly with the children in a Christian atmosphere. Our philosophy is children can participate in activities without disruptive behavior from another child or intrusion into the other child's personal space. Any discipline is done with the intention of guiding the children to better understanding appropriate behavior. The staff will use logical reasoning, practice problem solving techniques and use positive reinforcement.

Field Trips

Occasionally children will participate in field trips away from the preschool. We will notify you in advance of each planned adventure. We will also encourage and welcome parents to go with us. There will be no sharing activity on these days. Please note: All staff members go on field trips. Therefore, if your child is not attending the field trip, please make other arrangements for your child's care that day.

Pets

Please do not bring dogs or other pets to the preschool facility without permission from the Preschool Director. Calm, tame pets have been known to bite when stressed or excited--we cannot risk bites or injuries. Please make prior arrangements with the Director if you feel bringing an animal could expand on a unit theme.

Visitors

As a parent you have unlimited access to your child. You are always welcome at the preschool as a visitor (see **Parent Visits/Phone Calls** section of the handbook on page 7) or as a volunteer. If you have a hobby or occupation that could be of interest to share with the class, we would love to have you share it with the children. Please let us know your interest and availability and we will schedule a time for you to come share your interest.

Birthdays/Other Celebrations

Birthdays are very special days for our children. We invite each child to celebrate with his or her friends at school, provided arrangements are made ahead of time with the teacher. Parents may provide a special class snack. We request that these snacks be low sugar/low fat treats. Some examples are cheese and crackers, yogurt, carrot curls, fruit pieces.

Summer birthdays may choose a day to celebrate during the school year. We usually refer to this as their ½ birthday. Please inform the staff of your choice of month and day and also if you will be providing birthday treats for the class.

We request that birthday party invitations NOT be distributed at preschool. Children who are not invited feel terribly disappointed even if they don't know your child well.

Our class will celebrate seasonal holidays with stories, games, art projects, food, and special guests. The celebration of traditions, both ethnic and religious, is an important aspect of human development, and the annual cycle of holidays creates a rhythm and focal point for these transitions in the lives of our children.

Sharing—Show & Tell Time

During the first week of each month, the staff plans to schedule a time where students can tell their classmates about a toy, a picture, a brief family memory or an item of interest that will support an aspect of the monthly curriculum. The specific day of your child to share will be distributed after school begins and will be listed in the October newsletter. The newsletter will also indicate the certain aspect for the sharing time. We ask for your cooperation in seeing that your child brings only ONE item and that the item is not a REAL OR MAKE-BELIEVE WEAPON. To help your child feel more confident in front of the other students,

spend time conversing what he/she might say. There will be no sharing on field trip days or the last month of school.

Bringing Objects to School

Preschool--Children will have plenty of opportunities to utilize the wide variety of toys and equipment available at the preschool. With this in mind, we ask that special toys remain at home or remain in their backpacks.

Extended Care—This policy also applies in the Extended Care program—no toys. However, they may bring a cozy blanket or a safe cuddly animal for quiet rest time. Sharing items at other times throughout the day will NOT be allowed.

Library

We have assembled an extensive library that is filled with wonderful books for you and your child to enjoy. The children will be allowed to check out two books the 2nd and 4th week of the month. We ask that you return the books after one week. If the books are not returned within 30 days a \$5 restocking fee per book will be assessed. There are books for parents to borrow in the entry way of the preschool.

PARENT INFORMATION

Expectations for Parent Involvement

Our preschool program is for you and your whole family--not just your preschooler. As parent/guardian of a preschooler enrolled in our program, you are invited to join us in the many different activities held throughout the school year. We will go on field trips several times during the year--please try to attend at least one of these trips with your child. There will be family activities held at the preschool and St. Paul Lutheran Church. These will generally be held on various weekday evenings and weekend mornings. We encourage you to be involved in your child's preschool experience.

There will be notices posted on the parent bulletin board in the entryway to the building as well as notes sent home with your child. Please take time to read and respond to the notes, as they will inform you of things that are happening at the preschool that involves your child. **Remember to check your child's backpack daily for any other important notes!**

If you have any suggestions for classroom activities, field trips, family nights, group discussion or other ways you could become involved in our program, please do not hesitate to tell us. We welcome your ideas!

Newsletters

To keep you informed of class activities, upcoming events and snacks, the preschool will publish and post on the website a monthly newsletter called "The Pinwheel." You will be able to access it by going to the church's website www.stpaultreynor.org. We encourage you to print a copy from your computer for your home use. If you are unable to have computer access, you can request a copy from a staff member.

Parent Teacher Conferences

We want your child's time here at the preschool to be an enjoyable one. Please feel free to contact us at anytime regarding your child's progress.

Formal parent teacher conferences regarding children's development and activities at the preschool will occur in November for all students, in March for those students planning to go to kindergarten the next year, and in May for students in the Tuesday/Thursday session. Progress reports are given to all parents in November, March and May. Parents and/or teachers may request a conference at any time to discuss concerns or observations about the child.

Handwriting Instruction

Many children want to print their name. We ask that when you instruct your child in letter formation that you use upper case (capital) for the first letter only and lower case for the remaining letters (i.e. Susie, Bill). We also ask you to work on using the correct pencil grip. The proper grip is to pinch the pencil with the thumb and index finger and let the pencil rest on the middle finger. Since the Treynor school district uses the D'Nealian manuscript, we will be instructing the children to use this type of handwriting. However, if you will not be sending your child to Treynor, please inform us of what district so we can stress that district's method.

MEET THE STAFF

Linda Eitmann, a member of the St Paul congregation, is the director/teacher of the preschool. Linda's commitment to the success of the ministry and her background in education make her an excellent person to lead the program. Her credentials include an Elementary Teaching Certificate, a Master's Degree in Early Childhood Education, an Endorsement in Early Childhood Development, as well as experience as a teacher in a preschool setting.

Heidi Lunn is a lead teacher. She resides in Henderson, Iowa with her husband, Nate and twin daughters, Kirstin and Kaitlin. They are members of St. Paul Lutheran Church. Each summer Heidi is involved with Vacation Bible School. She has earned her Associates Degree in Early Childhood.

Angie Carberry is a teacher associate for the Preschool and Supervisor for the Extended Care program. She and her husband, Mike, have one son, Harley who is attending Treynor Elementary School. They are members of Salem United Methodist Church in Council Bluffs where Angie volunteers in the church's Sunday School and Vacation Bible School programs. She is also working toward receiving her Child Development Associate credential.

Christina Schmidt is also a teacher associate. She and her husband, Roger, have two children, Nicole and Auston. Nicole is attending Creighton University and Auston attends Treynor High School. They are members of St. Paul Lutheran Church.

Jane Duysen brings her office experience and management expertise to the position of administrative assistant. She is the bookkeeper for the St. Paul Church and continues to serve in many volunteer positions. She and her husband, Joe, have two children, Sarah and Tom, who attend Treynor Community School.

Carol Miller brings a quiet, loving personality to the Extended Care program serving as an Extended Care Associate. The last five years Carol worked diligently at St. John's Preschool in Mineola. She and her husband have lived in the Silver City area where they raised their four children. Her youngest child, Annie will be in 7th grade next year at Treynor while another daughter, Emily, will be attending Iowa State. She is a member of First Christian Church where she attends a monthly Bible study.

Tammie Langfelt serves as an Extended Care Associate and brings a tender loving heart toward each student. Tammie has worked as an aid at Treynor Elementary for the past four years. She is a member at the Carson United Methodist Church. She and her husband, Ryan, have lived in Treynor for five years. Her oldest daughter, Nicole will be attending Iowa State University while her two younger children, Delaney and Cooper are attending school at Treynor.

Amanda Ragland will be overseeing the morning Extended Care and lending a helping hand where ever necessary. She was raised in Treynor and graduated from Treynor Schools and continued her education by receiving her associate degree as a paralegal. She and her husband, Patrick have two children—Gabriel and Keira. They are members of St. Paul Lutheran Church. The family will be moving to Treynor while her husband serves in Afghanistan.

Tentative Preschool Daily Schedule

This serves only as a guide--staff is flexible to meet student needs

8:30-8:40 (12:30-12:40)	Gather for quiet, individual reading
8:40-9:05 (12:40-1:05)	Welcome, Prayers, Bible verse, Pledges, Message Bd., Story time
9:05-9:25 (1:05-1:25)	Small group/Snack Projects, fine motor, pre-writing experiences Kindergarten readiness activities
9:25-9:45 (1:25-1:45)	Music & Movement/Bible Lesson/Sharing/Planning for centers
9:45-10:30 (1:45-2:30)	Self-selected centers Students interact with classmates and with learning resources provided in various learning areas
10:30-10:35 (2:30-2:35)	Clean up and transition to outside
10:35-10:45 (2:35-2:45)	Large group activity emphasizing the month's focus
10:45-11:10 (2:45-3:10)	Large motor time Outside nature time (weather permitting)
11:10-11:15 (3:10-3:15)	Hand washing, Review, Prayer, Goodbye song

Tentative Extended Care Daily Schedule

This serves only as a guide—staff is flexible to meet student needs

11:15-11:45	Outdoor movement activity/transition/prepare for lunch
11:45-12:15	Lunch provided by the Treynor School
12:15-12:30	Table top Activities
12:30-1:15	Projects/fine motor/pre-writing experiences Kindergarten readiness activities
1:15-1:30	Transition/story time
1:30-2:30	Rest/quiet time
2:30-2:45	Mat clean up and transition
2:45-3:15	Music and movement with songs and exercises
3:15-3:30	Afternoon snack
3:30-4:30	Self-selected centers Children interact with one another and with the learning resources in the various learning areas
4:30-5:45	Outdoor large motor movement—enjoying the nature around them

St. Paul Lutheran Preschool
Tentative 2010-2011 School Calendar

August 24.....	Parent Meeting
September 7.....	First day for Tues/Thurs
September 8.....	First day for Mon/Wed/Fri
September	School Pictures
October 1.....	Homecoming Parade 12:30 p.m.
October 9.....	Family Fall Festival
October 15.....	No school/Staff Professional Development
November 9 & 10.....	Muffin Mingler
November 16-18.....	Conferences 4:30-8:30
November 25-26.....	Thanksgiving Break
December 7 & 9.....	Christmas Program
December 10.....	Snow Date for Christmas Program
December 23-January 3.....	Christmas Break
January 4.....	Classes Resume
January.....	Eye Screening
January 20.....	Family Fun Night
February 10 & 11.....	Valentine Party
March 8 & 10.....	Kindergarten-Readiness Conferences
March.....	Hearing Screening
April 9 a.m.....	Spring Preschool Event—to-be-announced
April 14.....	No Classes—Staff Professional Development
April 22-25.....	Easter Vacation
May 3 & 4.....	TTH Student Conferences
May 19 & 20.....	Last day of class

The public schools have many early-outs, late-starts, and no school due to Professional Development days. St. Paul Lutheran Preschool will be in session on those days.

We will not have school when the Treynor schools are canceled due to inclement weather. Listen to KMA (960 AM), KFAB (1110 AM) as well as the websites of these television stations: KMTV 3, KETV 7, and WOWT 6.