

# LCCS PreKindergarten 2020

## Mrs. Herr's T/R Class

### Teachers:

I, **Mrs. Herr** ([jherr@lccs.cc](mailto:jherr@lccs.cc)), am your child's teacher. My aide is **Mrs. Spinello** ([kspinello@lccs.cc](mailto:kspinello@lccs.cc)), and she is with me every day. You may hear several other names in conversation with your child, so let me clarify who's who!

**Mr. Bartch**: music teacher. **Mrs. Alfonso**: librarian. **Mrs. Bleecker**: PE teacher. Art teacher (TBD).

**Mrs. Hodges**: principal. **Mrs. Stoltzfoos & Mrs. Barton**: principal's assistants on T/R. **Mr. Long**: Head of School.

*\*All staff, faculty, and admin emails are available on the school's website ("About" → "Directory")*

### Email preference:

If you would prefer that I add or remove one of your email addresses from my list, let me know!

### AM Drop-off:

If you would like to drop off your child at the classroom, plan to arrive between 7:50-8:00. If you arrive earlier than 7:50, plan to take your child to the After-School Care room (rm. 136 - beside my room) between 7:45-7:50.

### Afternoon Pick-Up/Carpool:

In the afternoon, you can either wait in the car line and your child will be escorted to your car when you pull up to the curb, or you can park and come to the front doors (PreK is positioned directly inside the doors on the far right). At the beginning of the year, the car line can go very slowly as we are getting into a rhythm and students memorize their numbers. I suggest parking and walking to the door at the beginning of the year, unless you are towards the front of the car line. This can be a much faster option. Our littlest students sometimes get overwhelmed or anxious in the busyness of PM carpool, and I have found that seeing a familiar face waiting for them gives an instant sense of security (at least to begin the year). I understand this might not be feasible for reasons such as weather or younger siblings in carseats, so please feel free to do what works best for you!

### Absences/Changes in Transportation:

Please email me and the school's receptionist ([receptionist@lccs.cc](mailto:receptionist@lccs.cc)) if your child needs to miss school for an illness, appointment, vacation, or other event. Letting us know in advance, if you are able, can be very helpful!

If someone else on your approved pick-up person list will be dropping off or picking up your child, it is helpful for us to know. They will need your carpool tag in the afternoon. You can always add someone to the approved pick-up person list by contacting the receptionist. If your child will be staying with a relative or friend while you are away on a trip, please provide me and the receptionist with contact information for the temporary guardian.

### Lunch:

Lunch is available for purchase every Tuesday and Thursday, except for field trip days (which we will not be having at least through Quarter 1). Tuesday is Chick-Fil-A day, and Thursdays we get mini strombolis from Finazzo's. All lunches will be charged via FACTS, so you will need to preload money there before ordering lunch.

### Specials:

Tuesday: **PE** and **Music**. Thursday: **Art** and **Library**. Please dress your child in sneakers on Tuesdays for PE. Library books will come home on Thursdays; please return them to the blue bin outside our classroom on either morning the following week. The librarian will only send home new books with students who have returned theirs that week.

### Allergies/Epi-pens:

Someone in the MWF classroom has a *tree nut* allergy (cashews, almonds, pecans, & pistachios - *peanuts are okay*). Please avoid these ingredients for any *shared snack* that you send into the classroom. There are no limitations on your child's lunch, since we eat downstairs. If your child carries an Epi-Pen for another allergy, please let me know where it should be stored (backpack, my desk drawer, etc.).

### Homework:

I will begin sending homework home with your child starting in September. You can expect about two homework papers each month. Do not stress about your child completing them perfectly - just encourage them to do their best! There is no "grade" given! ;) The goal of PreK homework is to (1) reinforce concepts we are learning in the classroom and provide extra practice for math/phonics/fine motor skills, (2) give you a chance to see your child's work firsthand, and (3) teach the value of responsibility through the process of completing an assignment, returning it to school, and receiving a sticker. All homework will be labeled clearly at the top of the paper. Have fun with these activities!

### Folders:

Folders should come back to school with your child every day. Please empty these folders each day, so that papers do not accumulate or get lost. In the folder, you might find activities your child completed at school, important papers for you as parents/guardians, or papers to return to school. Anything that needs completed and returned will have "homework" at the top or it will be clear that it needs to be filled-out and returned.

### Apple Behavior System:

You will soon receive a detailed email regarding our PreK behavior system. In short, we use a colored apple chart with each apple color carrying a different meaning. A "green apple day" is given for a day full of good, happy choices. A warning is given after the first reminder to make a better choice. If a child does not adjust after receiving a warning, they will move to the "yellow apple." Finally, if the behavior continues, the next step is the "red apple." Typically, the red apple carries greater consequences, possibly including a talk with Mrs. Hodges, missing a special, or leaving school early. If any action is unsafe (hitting, kicking, etc.) the child will skip the warning and yellow apple stages and move directly to red, since we hold very high standards of safety in our classroom! "Golden Apples" are given to students for EXTRA good behavior - going above and beyond to be kind or choosing to obey when other friends don't. You will always be notified about your child's apple color for the day in the communication journals.

### Gold Cards & Red Cards

You may see your child coming home with a small slip of paper that is either gold or red, or you may hear about a class-wide gold/red card. These are part of a lower school behavior & reward system. The Gold Card is given to students/classes who are showing exemplary behavior (standing quietly in line, being respectful, etc.). Red Cards are given to students for poor behavior. A Gold Card results in a trip to Mrs. Hodges office to receive a small prize and to add marbles to the lower school community jar - filling this jar to the top results in a special privilege of some kind for all lower school students. A Red Card will be sent home for you to discuss with your child. Please sign and return any Gold/Red Cards that come home in your child's folder.

To clarify, I do not use this system with my students *in our classroom*, since we already have green/yellow/red/golden apples. The Gold/Red Cards are used in specials or given by teachers, admin, or aides in other environments outside of our classroom (at recess, lunch, bathrooms, in the hall, etc.).

### Communication Journals:

Starting after Labor Day, you will begin seeing a communication journal in your child's backpack. This is a way for me to communicate with you briefly about each day. In it, you will see a note from me, a checklist about behavior, a circled apple color, a place for you to comment, and a line for you to initial that you saw the page. My hope is that these journals enhance and increase our communication. There may be times where I rely on email or a phone call instead of the journals, if the incident requires a lengthier explanation or if the incident happens late in the day after the journals are completed.

### Shutterfly:

I will use a classroom Shutterfly "share site" for many things throughout the year - creating snack/centers/field trip sign-up sheets, adding events/reminders to a monthly calendar, posting photos, etc. It is an interactive site, and you will be able to perform many tasks as well, including posting your own photos of PreK events. Only our classroom parents and teachers will have access to this site; it is not public. Be on the lookout for a Shutterfly email invitation in the near future!

### Google Classroom:

This year, I will also use Google Classroom for more academic communication. I will post the PDFs of our monthly newsletter and calendar on this site. If we ever need to switch to virtual learning, this is where you will find all of your child's assignments, videos, or other postings. Our classroom code is: **patmnjv**.

### Clearances:

If we end up getting the go-ahead to have parents involved in the classroom, you will need your volunteer clearances on file with the school to participate in any party, field trip, or as a centers helper. Information on volunteer clearances can be found on the school's website under "LCCS families" → "volunteer."

### Covid Adjustments:

The bulk of any school-wide adjustments due to Covid-19 will be communicated through the school's website or email correspondence from our administration. A few specific changes to PreK are...

- We will not use water fountains for any drinks. Please send a FULL water bottle to school with your child.
- All snacks (including birthday treats) must be store-bought.
- You will see your child's rest time items coming home more regularly throughout the year. Please wash the items, and bring them back the next day of school. Providing a bag for transporting items would be helpful.

### PreK License Book:

If you have not completed your child's PreK License, we sent home an extra copy for you to do so. Once the book is complete, each student will take a turn taking it home so your family can learn about your child's new friends.

### Star of the Week & "Miles"

Each student will have a chance to be our "Star of the Week" during this school year. There are three components to this event: (1) Completing a questionnaire so we can learn all about your child. (2) Sending in photos or a poster with some of your favorite memories. (3) Spending a few days with "Miles," our classroom bear. You'll keep Miles from Thursday-Tuesday and write about his adventures with you in the journal.

I will help your child present these three components during their special week!

*\*Refer to your Early Childhood Handbook to learn more about our program and policies.*

## PreK Herr Schedule:

Tuesday	Thursday
Drop Off & Free Play	Drop Off & Free Play
Circle Time	Circle Time
<b>PE</b>	Bible
Bible	<b>Art</b>
Phonics	Theme, other
Theme	
<b>Lunch</b>	<b>Lunch</b>
<b>Recess</b>	<b>Recess</b>
Rest Time	Rest Time
Snack	<b>Library</b>
Phonics	Snack
<b>Music</b>	Centers (3-4 small groups rotate through teacher-led centers. Examples include: math, crafts, theme activity, phonics, & independent activities - <i>puzzle, game, sorting, etc.</i> )
Table Time (free choice of structured learning activities: math games, sorting, puzzles, playdough, board games, paint, etc.)	
Goodbye, Pack-Up, Dismissal	Goodbye, Pack-Up, Dismissal

*\*This is a general schedule. It does not include extra activities like Star of the Week, Show & Tell, 3rd Grade Buddies, Large-group assemblies, field trips, theme days, or other special events that do not occur every single week.*

*\*Items in **BOLD** occur out of the classroom.*

*\*Wear sneakers on Tuesdays for PE class.*

*\*Return library books before Thursday.*

*\*Lunch is available for purchase on all Tuesdays & Thursdays, unless we have a field trip.*