

Barnesville Public School and Community Education

School Readiness ♥ Trojan Preschool Information packet 2021-2022



Registration March 29-April 6th

- ♥ 2 day/week morning or afternoon options for Junior PreK
- ♥ 2, 3, or 4 day/week options for Senior PreK

Preschool Program, ECCE, Screening questions:

Laura Lempe - *Early Childhood Coordinator, School Readiness Educator, Early Childhood Screening*
llempe@barnesville.k12.mn.us

Registration questions:

Chris Ellefson - *Community Education Secretary*
cellefson@barnesville.k12.mn.us
218-354-2638

SCHOOL READINESS - TROJAN PRESCHOOL 2021-2022

INFORMATION PACKET

School Readiness-Trojan Preschool is a program of Barnesville Public Schools and Community Education for children ages 3-5. The goal of our program is to provide high quality preschool experience for all children. We provide developmentally appropriate learning opportunities through play and teacher guidance to support social/emotional, physical, creative, and academic growth needed to start kindergarten. We can't do this without the support of a child's first teacher - their parent. For this reason we maintain open and daily communication.

SCHOOL READINESS - TROJAN PRESCHOOL STAFF

Jon Ellerbusch - *Superintendent, Community Education Coordinator*
Laura Lempe - *Early Childhood Coordinator, School Readiness Educator, Early Childhood Screening*
Gloria Lee - *Preschool Paraeducator*
Chris Ellefson - *Community Education Secretary*

SCHOOL READINESS PRESCHOOL PROGRAM

In both Junior and Senior preschool classes we follow the **Early Childhood Indicators of Progress: Minnesota's Early Learning Guidelines**. The early childhood years are an important time of rapid growth and learning. Children's brains are developing more quickly at this time than at any other. They are exploring what they can do with their bodies and creating relationships with loved ones. They are investigating how the world works and their place in the world. Because of this complex and rapid development in young children, a shared set of expectations of what children can know and do is necessary to build successful early childhood programs and supports. In Minnesota, this set of shared expectations is called the Early Childhood Indicators of Progress: Minnesota's Early Learning Standards (ECIPs). The ECIPs, which are aligned with the K-12 Academic Standards, ensure equitable access to a robust education across programs for all children.

JUNIOR PRESCHOOL INFORMATION

Requirements:

- Must be 3 years old by September 1st, 2021
- Attend kindergarten fall 2023
- Current residents of Barnesville Public School District #146
- Toilet trained by the first day of class
- Complete Early Childhood Screening (Scheduled for May 10-13, 2021)

Class options:

- | | |
|--|--|
| • Option #1 (JPK1) | • Option #2 (JPK2) |
| September 7th - April 28th (62 total days) | September 7th - April 28th (62 total days) |
| Days: Tuesday & Thursday | Days: Tuesday & Thursday |
| Time: 8:00am - 11:00am | Time: 12:00pm - 3:00pm |
| Fee: \$110/month \$880/year | Fee: \$110/month \$880/year |
| Reduced Fee 1: \$75/month \$600/year | Reduced Fee 1: \$75/month \$600/year |
| Reduced Fee 2: \$45/month \$360/year | Reduced Fee 2: \$45/month \$360/year |

SENIOR PRESCHOOL INFORMATION

Requirements:

- Must be 4 OR 5 years old by September 1st, 2021
- Attend kindergarten fall 2022
- Current residents of Barnesville Public School District #146
- Toilet trained by the first day of class
- Complete Early Childhood Screening (Scheduled for May 10-13, 2021)

Class options:

- | | |
|---|--|
| • Option #1 (SPK1) | • Option #3 (SPK3) |
| September 8th - April 28th (122 total days) | September 7th - April 28th (62 total days) |
| Days: Monday, Tuesday, Thursday, Friday | Days: Tuesday & Thursday |
| Time: 8:00am - 11:00am | Time: 12:00pm - 3:00pm |
| Fee: \$215/month \$1720/year | Fee: \$110/month \$880/year |
| Reduced Fee 1: \$145/month \$1160/year | Reduced Fee 1: \$75/month \$600/year |
| Reduced Fee 2: \$85/month \$680/year | Reduced Fee 2: \$45/month \$360/year |
| • Option #2 (SPK2) | • Option #4 (SPK4) |
| September 8th - April 29th (87 total days) | September 8th - April 27th (60 total days) |
| Days: Monday, Wednesday, Friday | Days: Monday & Wednesday |
| Time: 8:00am - 11:00am | Time: 12:00pm - 3:00pm |
| Fee: \$150/month \$1200/year | Fee: \$105/month \$840/year |
| Reduced Fee 1: \$105/month \$840/year | Reduced Fee 1: \$70/month \$560/year |
| Reduced Fee 2: \$60/month \$480/year | Reduced Fee 2: \$40/month \$320/year |

EARLY CHILDHOOD SCREENING

What is Early Childhood Screening?

Screening is a brief, simple procedure used to identify potential health or developmental problems in infants and young children who may need a health assessment, diagnostic assessment or educational evaluation. Screening in early childhood supports children's readiness for kindergarten and promotes health and development.

Screening includes:

- Vision and hearing,
- Height and weight,
- Immunization review
- Large and small muscles,
- Thinking
- Language and communication skills
- Social and emotional development.

Early childhood screening is a requirement for any child entering school in Minnesota including our preschool program.

Information will be sent to all households with children age 3-5 that haven't been screened. Students complete screening one time.

REGISTRATION INFORMATION

Registration will take place starting at 6pm on March 29th online. Anyone registering after April 6th will not be guaranteed a spot for the 2021-2022 school year.

Registration link: <https://www.locallevelvents.com/events/org/barnesville-schools>

*If you cannot register online please contact the Community Education Office at 218-354-2638 to arrange a time to drop off paperwork and payment. Paperwork will be accepted beginning on March 30th.

Registration Process:

1. Complete a registration form for EACH child (preferably online)
2. If you are interested in a reduced fee - complete the reduced fee application form and drop it off or Mail it to the office by April 6th.
3. Pay the non-refundable \$30 registration fee.

We will try our best to get everyone placed in their first class choice. However, this may not be possible for every student due to class size. We cannot guarantee your child will be in the first class choice.

A confirmation letter will be sent with class information after the registration deadline.

SCHOOL READINESS TROJAN PRESCHOOL POLICIES

Payment Policy

Tuition is due on the First day of class each month.

Paying Tuition

Making payments can be done in one of the following ways:

1. Pay on *Payschools* at www.barnesville.k12.mn.us
2. Put tuition payment in your child's folder. This is checked daily by the teacher.
3. Bring tuition payment to the Community Education office.
4. Mail tuition payment to Community Education office at PO Box 189

Refunds will not be made due to illness, vacation, or weather days.

Reduced Rates

We offer reduced rates for all children attending school readiness programming if you qualify. Please fill out the application included in this packet. If you choose to apply for a reduced rate you will be notified after the registration period if you qualify and what your reduced rate will be. If you do not qualify and you need to withdraw your child from class due to financial reasons please let us know within one week of being notified and you will receive a refund.

Transportation

Students that live in the Barnesville School District and are on a bus route may ride the bus. Students that live within walking distance to the school do not qualify to ride the bus.

Morning Classes

- May ride to school if on a route - otherwise parent drop off between 7:55-8:00
- Parents responsible for arranging pick up at 11:00am

Afternoon Classes

- Parents responsible for dropping off between 11:55am - 12:00pm
- May ride bus home - otherwise parent pick up at 3:00pm

School Calendar

We follow Barnesville Public Schools District Calendar for no school days. In addition to the public school calendar we will have a one week break February 21st for parent/teacher conferences. An official calendar will be emailed to parents before school starts.

School Closures Due to Weather

We follow the BPS district procedure. We will not refund for storm days and cannot guarantee days will be made up.

- BPS closed - preschool is cancelled
- BPS starts late - no morning preschool
- BPS gets out early - no afternoon preschool

Emergency Medical Treatment

We collect emergency information on the registration form. This information will be used in the event of an emergency. If an emergency occurs the preschool staff will administer First Aid and/or CPR. An ambulance will be called and your child will be transported to the nearest hospital. You will be notified immediately. The parent/guardian of the child is responsible for all costs incurred during medical treatment - including emergency transportation.

Illness Policy

Fever: A child with a fever of 100 degrees or higher will be sent home. Please keep your child home until he/she is fever free for 24 hours without the use of fever reducing medication.

Head Lice: If school personnel suspect a child of head lice, the child's head will be checked by school staff or the nurse. If head lice are found, the child's parents will be notified and the child will be sent home. Other children in the classroom will be checked at the discretion of the classroom teacher. When a case of head lice is found, a notice will be sent home to the parents of the students in that specific grade, encouraging them to check for lice in their children's hair. More information can be found at the Minnesota Department of Health's website:
<https://www.health.state.mn.us/diseases/headlice/headlice.pdf>

Immunizations

Every student is required to turn in a new immunization form each year. We will send out a blank immunization form to complete or turn in a copy from your child's physician. This must be completed/turn in before the start of school.

QUESTIONS and CONTACT INFORMATION

Preschool Program, ECCE, Screening questions:

Laura Lempe - *Early Childhood Coordinator, School Readiness Educator, Early Childhood Screening*
llempe@barnesville.k12.mn.us

Registration questions:

Chris Ellefson - *Community Education Secretary*
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Barnesville Public School and Community Education

SCHOOL READINESS - TROJAN PRESCHOOL

Registration Form

CHILD INFORMATION

Child's Name(First, Middle, Last)_____ Preferred name of child_____

Address_____

Date of Birth_____ Age on 9/1/2021_____ Sex M F

Child lives with_____

FAMILY INFORMATION

Parent/Guardian_____ Relationship to child_____

Address (If different than child's address)_____

Email Address_____

Occupation_____ Employer_____

Phone number_____ (Circle one) Cell Work Home

Phone number_____ (Circle one) Cell Work Home

Parent/Guardian_____ Relationship to child_____

Address (If different than child's address)_____

Email Address_____

Occupation_____ Employer_____

Phone number_____ (Circle one) Cell Work Home

Phone number_____ (Circle one) Cell Work Home

PRESCHOOL CLASS OPTIONS

SENIOR CLASS OPTIONS Child must be 4 or 5 years by 9/1/2021 and plan on attending kindergarten fall 2022.
Please mark your choices in order from 1-4. If you only choose one class you are not guaranteed a spot as classes are filled in order of when registration forms are received.

Morning Half Day 8:00am - 11:00am
____ SPK1 4 days/week M,T,W,TH
____ SPK2 3 days/week M,W,F

Afternoon Half Day 12:00pm - 3:00pm
____ SPK3 2 days/week T,TH
____ SPK4 2 days/week M,W

JUNIOR CLASS OPTIONS Child must be 3 or 4 years by 9/1/2021 and plan on attending kindergarten fall 2023.
Please mark your choices in order from 1-2. If you only choose one class you are not guaranteed a spot as classes are filled in order of when registration forms are received.

Morning Half Day 8:00am - 11:00am
____ JPK1 2 days/week T,TH

Afternoon Half Day 12:00pm - 3:00pm
____ JPK2 2 days/week T,TH

Is there a specific reason your child needs to be in a certain class? ____ YES ____ NO

If yes, please list the reason. If it is a ride share issue please be specific and list who will be riding together. We will do our best to accommodate. _____

____ YES ____ NO
____ YES ____ NO
____ YES ____ NO

Does your child live in the Barnesville School District?
Does your child have an IEP (Individualized Education Plan)?
Has your child completed Early Childhood Screening? (Screening will be held in May)

TRANSPORTATION

Will your **MORNING preschool student** ride the bus to school? ___ YES ___ NO

If yes, please list location ___ Home ___ Other (Please list the name and physical address) _____

Will your **AFTERNOON preschool student** ride the bus after school? ___ YES ___ NO

If yes, please list location ___ Home ___ Other (Please list the name and physical address) _____

PHOTO PERMISSIONS

I give permission to Preschool staff to photograph, videotape, or audio record my child. (Circle yes or no)

Classroom/Hallway	YES	NO	Barnesville Public Schools Website	YES	NO
School Readiness/ECFE Facebook Page	YES	NO	News Media	YES	NO

Parent/Guardian Signature _____ Date _____

HEALTH INFORMATION

Does your child have any health problems? ___ YES ___ NO If yes, please explain _____

Please list any known allergies _____

Does your child have any vision (wears glasses?), hearing, or speech problems? _____

Does your child take medications regularly? ___ YES ___ NO If yes, please explain _____

Physician to call in emergency _____ Phone _____

Dentist to call in emergency _____ Phone _____

I hereby grant permission for Preschool Staff to take whatever steps may be necessary to obtain emergency medical care if warranted. I release Barnesville Community Education and ISD #146 of any responsibility for any problem that may arise while my child is at the program.

The steps may include, but are not limited to, the following:

1. Attempt to contact parent/guardian or emergency contact.
2. Attempt to contact the child's physician.

3. If we cannot reach your child's physician we will do any or all of the following:

- A. Call another physician
- B. Call an ambulance
- C. Have the child taken to the emergency hospital in the company of a staff member.

4. Any expenses incurred due to item 3 will be the responsibility of the family.

Parent/Guardian Signature _____ Date _____

EMERGENCY NUMBERS

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

INSURANCE RELEASE

Barnesville Public Schools does not carry insurance that covers students during preschool classes. This form confirms that your child is covered by your own policy, thereby releasing the school from any financial obligations you may encounter during an injury in this program.

Do you have insurance? YES NO Parent/Guardian Signature _____

If yes, name of company _____ Policy Number _____

2021-22 Application for ISD 146 Preschool Reduced Tuition

Names of All Children in Household		Grade (PreK-12)	Monthly SSI or Other Regular Income
First Name	Last Name		
1			
2			
3			
4			
5			
6			

Names of All Adults in Household			Monthly Incomes				
First Name	Last Name	Gross Monthly Wages and Salaries	Pension, SSI, Retirement, Social Security	Public Assistance, Child Support, Alimony	Unemployment, Worker's Comp, Strike Benefits	Net Farm/ Self- Employment	Other Regular Monthly Income
1							
2							
3							
4							

Signature of Adult Household Member _____ Date _____

Address _____ City _____ Zip _____

Home Phone _____ Work Phone _____

Please return to:

Jodi Samuelson
Barnesville ISD 146
PO Box 189
Barnesville, MN 56514

Household Size	Income Eligibility Guidelines		
	Yearly \$	Monthly \$	Weekly \$
1	24,132	2,011	464
2	32,604	2,717	627
3	41,076	3,423	790
4	49,548	4,129	953
5	58,008	4,834	1,116
6	66,480	5,540	1,278
7	74,952	6,246	1,441
8	83,412	6,951	1,604

Household Size Reduced Tuition 1 Determined by	<i>For Office Use Only</i>		
	Household Income _____	Full Tuition _____	
	Reduced Tuition 2 _____	Free _____	
		Date _____	