



2023-2024

Lakeview Community Preschool

Building a Strong Foundation

Dear Parents,

This handbook is prepared to guide you through the procedures, programs, and practices of the preschool program of the Lakeview Community Schools. Please carefully read this information and keep it for future use.

Parents are an important part of the education process. Your children will experience more success in school if you are involved. Please feel welcome to visit your child's classrooms. You are also encouraged to communicate with school officials concerning your child's education experience.

Your child's educational program can be modified if needed to meet individual children's needs. If you have questions about your child's program, please bring these concerns to school officials.

The employees of your school wish that your child will have the most effective and positive school experience possible. With that in mind, we welcome you to another school year and hope to visit with you soon.

Sincerely,

Lakeview Community Schools
Preschool School Staff

Platte Center Elementary----- (402)-246-3465

Box 109, Platte Center, NE 68653

Shell Creek Elementary----- (402)- 564-8008

16786 280th St. ,Columbus, NE 68601

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Staff

Superintendent-----Mr. Jason Cline
Principal of Platte Center Elementary-----Brandon Nygren
Principal of Shell Creek-----Erin Craven
Early Childhood Coordinator-----Jodi Behlen
Special Education Coordinator-----Jodi Behlen
Preschool Teacher at Platte Center-----Alyssa Jarecki
Preschool Teacher at Shell Creek-----Natalie Beranek
PC Preschool Para-----Chris Kapels
PC Preschool Para-----Jessica Hake
SC Preschool Para-----Shauna Fiala
SC Preschool Para-----TBD
Parent Liaison-----Guadalupe Nieto
Kindergarten Teacher at Platte Center Elementary-----Jody Jarecki
Kindergarten Teacher at Shell Creek Elementary-----Bethany Wilke
Kindergarten Teacher at Shell Creek Elementary-----Jenny Meyer
Kindergarten Teacher at Shell Creek Elementary-----Erin Reeves
Secretary at Platte Center -----Stephanie Ellis
Secretary at Shell Creek-----Robin Bignell
Maintenance Director -----Steve Boyd

Mission Statement- The Viking Way

Our Mission...

We strive to build a strong academic foundation with educational opportunities that develop character and the mindset needed for all students to be successful members of their community.

How will we DO this?

We will work together as a team to develop a sense of community involving patrons , staff and students of the Lakeview district.

We will establish a positive learning environment that will hold students accountable to themselves, their school, and their community.

We will uphold high expectations, which will develop a sense of pride for self and school.

We will effectively communicate with staff, students, parents, and patrons within our community.

We will create an engaging educational environment that supports risk taking and learning.

We will model the importance of lifelong learning and exhibiting intellectual curiosity in our content area.

We will keep information regarding both the students and staff confidential as necessary for the well-being of everyone.

We will provide support and encouragement to all students and colleagues in their activities and organizations.

Shell Creek & Platte Center
Elementary Schools
Lakeview Community Schools

Parent or Caring Adult/Student/Teacher Compact
Year: 23-24

*As the **Parent/Caring Adult**, I/we understand that my/our participation in my child's education will help his/her achievement and attitude. I/We agree to carry out the following responsibilities:

- have my child/student at school regularly and on time
- provide homework assistance and check that homework is completed
- respect/support my child, the teachers, and the school through open communication
- encourage my child to use reading and math skills as part of his/her daily life

*As the **Student**, I know that my education is important to me. It will help me become a better person. I agree to do the following:

- attend school regularly and be prepared to learn
- respect and show pride for self, school, and others
- accept responsibility for my own behavior
- use math skills and read daily for pleasure or information

*As **Educators**, we understand the importance of the school experience and our roles. We agree to carry out the following responsibilities:

- believe each student can learn and help them reach their full potential
- maintain open lines of communication between school and families and encourage parents to review the curriculum
- provide high quality curriculum and instruction to enable children to meet challenging state academic achievement standards.
- provide a safe and stimulating environment conducive to learning
- motivate children to practice and use their reading and math skills

(Revised Spring 2017 – Title I)

Lakeview Preschool Tuition and Fees

School Hours: Snack and lunch are offered daily.

Monday through Thursday:

Session 1: 8:00 - 11:30

Session 2: 12:00 - 3:30

No Preschool on Fridays

Tuition and Fees:

Tuition:

Student Tuition Rate: \$30.00/ month

Student on IFSP/ IEP: FREE

Students who qualify for free meals: FREE

Students who qualify for reduced meals: \$15.00/ month

*Free/ Reduced lunch application available upon request.

Enrollment Criteria

1. Valid birth certificate
2. Up-to-Date Immunization record. Nebraska State law dictates that immunization records must be presented at the time of enrollment or that student cannot be enrolled.
3. All students must be potty-trained before attending preschool, unless otherwise stated in an IEP.
4. Free/Reduced Family Application, if applicable.
5. Preschool students must be 3 years old prior to July 31st of the current school year.

Supply List

Preparing for preschool is so exciting! Here are some items that will help the classroom run smoothly.

Platte Center Supply List

- Bookbag/ Backpack with their name on it
- 2 inch 3 Ring Binder with inner pockets on the inside. (name on it please) (3 year olds ONLY)
- 1 subject 70 sheet notepad with their name on it
- 2 boxes of tissues per family
- 1 container of Clorox Wipes
- 4 pack of playdough
- 1 box of 10 count Markers
- Extra clothes (underwear, socks, pants, and shirt with a plastic bag)
- 4 x 6 family picture (you will get them back at the end of the year)

Each day, please, send your child with the following:

- Backpack (please, write their name on it)
- Full Water bottle

Shell Creek Supply List

- Bookbag
- 1 inch 3 Ring Binder (3 year olds and new students only)
- 2 boxes of tissues per family
- 1 container of Clorox Wipes per family
- 4 glue sticks
- 1 watercolors
- 1 Folder with pockets
- Water bottle
- Extra clothes - underwear, socks, pants, and shirt (to be left at school)
- 4 x 6 family picture (you will get them back at the end of the year)

*** Please put your students name visibly on all items

Each day, please, send your child with the following:

- Backpack (please, write their name on it)
- Full Water bottle- Make sure it does not leak

Curriculum

Students will be exploring through play and activities during their time in preschool. When building lessons that fit where your child is at I will follow the Nebraska Early Learning Guidelines and GOLDS.

Nebraska Early Learning Guidelines

- Social & Emotional Development
- Approaches to Learning
- Language & Literacy Development
- Mathematics
- Science
- Creative Arts

<https://www.education.ne.gov/oec/early-learning-guidelines/>

Zaner Bloser-Handwriting

This program is a fun way to learn letters and numbers through various hands-on activities.

<https://www.zaner-bloser.com/handwriting/zaner-bloser-handwriting/materials.php>

Heggerty Phonics

"Through the daily lessons, students engage in activities teaching early skills such as rhyming and onset fluency, basic skills of blending and segmenting sounds, and working with the complex and advanced skills of adding, and deleting phonemes, and the skills of substituting phonemes is taught in Weeks 19 and beyond."

https://www.heggerty.org/phonemic-awareness-curriculum/english-pre_kinderergarten-phonemic-awareness-curriculum

Second Steps

The Second Step program “teaches them to listen, pay attention, manage their behavior, and get along with others.”

https://www.secondstep.org/early-learning-curriculum?gclid=cjwkcqjw5vz2brateiwabcvil9ayzt4sq_akl32alnqgxr7kasyair-yacxuhwqmjl9tpcykqse3xoctn4qavd_bwe

Creative Curriculum

“The Creative Curriculum® for Preschool is a comprehensive, research-based curriculum that promotes exploration and discovery as a way of learning, enabling children to develop confidence, creativity, and lifelong critical thinking skills.

With *The Creative Curriculum®*, children are immersed in learning through purposeful play-based experiences on topics they’re familiar with from their everyday lives. Children find opportunities for rigorous skill development like counting, measurement, and language comprehension while also developing positive relationships, gross-motor skills, and problem solving abilities.”

<https://teachingstrategies.com/solutions/teach/preschool/>

Assessment

During the school years, students will be assessed twice. In the fall and in the spring. Lakeview Community Preschool will be using *Teaching- Strategies GOLD* to assess students through the following objective areas.

- o Social Emotional
- o Physical
- o Language
- o Cognitive
- o Literacy
- o Mathematics

Family Participation

Parent involvement is very important in your child's education. When looking at the blog at the end of the week, go over it with your child- this will work on different areas of development- academically and socially. You can also expand their learning at home with what we are learning about in the classroom.

Daily Schedules

Platte Center AM Session

Time	Learning Activity
8:00	Arrival Time
8:10-8:20	Morning Meeting
8:20-8:25	Read Aloud
8:25-8:40	Center Time
8:40-9:10	Outside Time
9:15- 9:30	Snack Time
9:30- 10:30	Free Choice Time
10:35-10:45	Music Time and Handwriting Time (2 semester)
10:50-11:20	Lunch Time
11:20-11:30	Pack Up and Go Home

Platte Center PM Session

Time	Learning Activity
11:50-12:00	Arrival Time
12:00-12:20	Lunch Time
12:30-12:45	Afternoon Meeting/ Music
12:45- 1:00	Center Time
1:00- 1:30	Outside Time
1:30- 1:45	Handwriting Time
1:45-2:45	Free Choice Time
2:50- 2:55	Story Time
2:55-3:20	Snack Time
3:20-3:30	Pack Up and Go Home

Shell Creek

AM PRESCHOOL (8-11:30am)

8:00-8:15	Morning Meeting
8:15-8:40	Center Time
8:40-9:10	Outside Play or gym
9:10-9:15	Use bathroom/Wash hands
9:15-9:30	Snack and drink
9:30-9:45	Read Aloud
9:45-10:45	Free Play
10:45-10:50	Wash Hands
10:50-11:15	Lunch Time
11:15-11:20	Music
11:20-11:30	Pack up and go home

PM Preschool (12-3:30pm)

12:00-12:05	Arrival Time- Wash hands
12:05-12:35	Lunch Time
12:35-12:45	Afternoon Meeting
12:45-1:15	Circle Time
1:15-1:45	Outside Play or gym
1:45-1:55	Read Aloud
1:55 -2:55	Free Play
2:55-3:00	Use bathroom/wash hands
3:00-3:10	Snack and drink
3:10-3:20	Music and Movement
3:20-3:30	Pack up and go home

Arrival and Departure

AM Session- Students should arrive at 7:50-8am and pick up at 11:30am.

PM Session- Students should arrive 11:50-12pm and pick up at 3:30pm.

At Platte Center, students will be dropped off and picked up in the front of the school building. At Shell Creek, students will be dropped off and picked up on the west side of the school building.

*Parents/ Guardians will be notified by a phone call if students are not picked up on time.

Absences

School attendance is very important. When your child misses school, they are missing skills for education. Please call the school office if your child will be late or absent.

Behavior Policy

In the Lakeview Community Preschool Classroom, every child will be loved and shown respect. If an incident occurs, it will be handled with a calm manner.

There will be a calming corner in the classroom for children to go to if they need to calm down. This is NOT a timeout method. It is a place to take deep breaths and to think about what they need to do through sand timers, stuffed animals, pillows, and other calming items.

School Closing Information

The decision to close school is made after closely monitoring weather reports and forecasts, as well as, considering visibility, drifting, and the road conditions.

The decision will then be made whether school will be open, closed, or delayed to a later starting time. If at all possible, this decision will be made by 7:30 a.m. and announced on KKOT/FM93, KLIR/FM101 and KZ 100 as well as the scheduled time on KOLN-TV. All families with a contact telephone number will receive notification regarding school cancellation, late start, or early dismissal from the Bright Arrow calling system. We specifically want to ask your cooperation at these times by not calling the school to ask for information about school closing. Please stay posted by listening to

your radio and TV sets for any information, It is important that we keep the school line open for our own communication needs. We also want to emphasize that the ultimate decision rests with parents if we decide to have school. Such a decision would be based on the premise that most of the students would not have a problem getting here. If school has started and we are forced into an early dismissal because of a developing storm, a decision to close will be announced on KKOT/FM93, KLIR/FM101, KZ 100 as well as KOLN-TV.

If there is a 10am start then the AM session will not be held on that day. Administration will determine if the AM session/s will need to be rescheduled in the spring based on the hour requirements by the State of Nebraska.

Meals

Snack

Snack will be provided in the AM session and the PM session. Snacks will be prepackaged. Please provide a filled water bottle everyday with your child's name on it.

Lunch

The Preschool will be a part of the Lakeview Community Schools food program. Parents will have the option to participate in the lunch program through Lakeview Community Schools.

Families are responsible for lunch fees. Families may fill out free/ reduced lunch applications to see if they qualify for a free or reduced rate.

White milk will be provided to preschool students. If your child does not like the Main Menu, you can provide your child with a COLD lunch (sandwiches, crackers/meat, etc). A microwave will NOT be available for student's to heat up their meal.

Birthday Treats

Parents may send treats to school to celebrate a student's birthday. Treats should be prepackaged and easily served. Parents should inform the teacher prior to sending treats. Student allergy procedures may differ between sessions and will be followed strictly to ensure student health and safety.

Invitations should not be distributed at school unless they are given to all the boys/girls in the classroom.

Clothing and Personal Belongings

Students may wear any clothing which does not interfere with the purpose of school.

*Shoes must have a strap or back to them.

Please provide your child with extra clothing items in their backpack. (Shirt, Pants, Underwear, and Socks). Extra clothes are important to have just in case there is a bathroom accident or an accident during play.

Toys from home are not allowed in the classroom unless it is a Show and Tell day.

If something of your child's is missing, please inform your teacher.

Bathroom Accidents

Bathroom accidents happen in preschool. When an accident happens, staff will calmly and quietly take care of the accident.

Please provide an extra set of clothing in a plastic or ziplock bag in your child's backpack. Staff in the classroom will provide a note in the backpack on why we changed your child's clothes.

All students must be potty-trained before attending preschool, unless otherwise stated in an IEP.

Field Trips and Classroom Visitors

Preschool Field Trips will be considered throughout the year. Arrangements will be made and communicated to families prior to the event.

Parents/ Guardians are welcome to visit their child's school during school hours. It is best to check with your child's teacher regarding the best time to visit. All visitors are asked to report to the school office when they arrive. Children not attending the school may not visit unless; they are accompanied by an adult or prior arrangements are made with the building principal.

Emergency Health Situations and Procedures

EMERGENCY HEALTH SITUATIONS

In most cases, a student's parents are contacted first if a child becomes ill or injured at school. In the event of a student needing immediate emergency medical attention, emergency personnel will be called first and then the parents will be notified. Parents are requested to supply the school with current information regarding their work and home telephone numbers so they may be reached in an emergency. Also, parents should provide numbers for relatives or friends who may be called if they are not available.

EMERGENCY PROCEDURES

Fire Drill

Students participate in fire drills planned and conducted throughout the school year. The purpose of these drills is to prepare students for a quick and orderly evacuation of the building in case of fire.

Tornado Drill

Schools conduct yearly tornado drills with students in case a tornado should develop in the area during school time. In the event of an actual tornado, or warning, students will not be dismissed after being placed in a sheltered area. Parents arriving at school will be asked to join their child in the shelter.

Lockdown Drill

Students participate in lockdown drills planned and conducted throughout the school year. The purpose of these drills is to prepare students to follow procedures in the event of school going into lockdown.

Threat Procedures

The principal will decide whether to make a preliminary search or to evacuate the building.

Health Policy

Current immunization records are required and filed at the district office.

Accidents at School - If your child is injured at school, emergency first-aid will be administered and parents/guardians will be notified immediately. If you cannot be reached, we will attempt to contact the emergency number that you list on the student information form.

Exclusion from School - If your child becomes ill or has symptoms of illness at school, you will be contacted immediately. If we cannot reach you, we will use the emergency contact information you provide on the student information form. Arrangements should be made for the child to be picked up from school.

The following conditions will be just cause for a child to be picked up from school:

1. Communicable diseases such as measles, chicken pox, mumps, pink eye, **head lice, etc.
2. Skin eruptions or suspicious rash.
3. Vomiting/Diarrhea. 24 hours free from vomiting and diarrhea before returning from school.
4. Abnormal temperature. 24 hours free from a high temperature before returning from school.

****** A student will be sent home upon discovery of headlice. Shampoo treatment needs to begin immediately and a nit comb should be used to remove all eggs (nits) from the hair. The student must be nit free before they are allowed to return to school.

A child suffering from a skin disease, or who has been absent from school because of an infectious or contagious disease, may be required to present a written statement from a doctor upon returning to school.

Medical Conditions - Parents are responsible to inform the school of their children's medical status. For example, if a child suffers from allergies, asthma, diabetes or other conditions, the parents need to inform the school of this. A plan will then be developed detailing how the school will respond to the medical condition should it be necessary at school.

Medications - Medicine, including aspirin and Tylenol, cannot be administered by school personnel without authorization from a parent. A dispensing Medication Form must be signed by the parent. Any medication brought to school must be in the container with the pharmacy label, which must state the student's name, prescription, dosage, and manner of administration. A note from the parent/guardian must accompany the prescription noting the time for the medication to be administered.

All medications (including cough drops) will be left at the Principal's office and administered by a school personnel.

Physical Examinations - Nebraska State Law requires that each student entering Kindergarten and 7th grade must be examined by a qualified physician prior to entrance in the school. Physical forms may be obtained from the principal.

Parent(s)/guardian(s) must comply with this law or object to the physical in writing. Students will be excluded from school if they fail to meet this requirement. Refusal forms are available from the principal. Transfer students, all grades, from out-of-state are also required to complete the physical examination. Parent(s)/guardian(s) having a question regarding this requirement should contact the school principal.

Health Examination and Immunization Responsibility - State law requires that each student must be protected against measles, mumps, rubella, poliomyelitis, diphtheria, pertussis, and tetanus by immunization prior to admittance to school. This law further requires that prior to the entrance of a student into the beginner grade and the seventh grade, or in the case of a transfer from an out-of-state school to any other grade, that he/she be examined by a qualified physician. Any student who fails to comply with these health responsibilities should be excluded from school until such time as he/she complies with these responsibilities unless his/her parent(s) legal guardian(s) object to either of these responsibilities in writing.

Home Visits and Conferences

During the school year, there will be two home visits in the fall and spring. The location of the visit needs to be an agreed upon location. All students will have a Fall Parent/Teacher Conference and those entering Kindergarten in the upcoming fall will have a conference in the spring.

If you have a concern with your child and would like to talk to Mrs. Jarecki or Mrs. Beranek, please email them to make an additional meeting.

Child Abuse and Neglect

When any school staff member has reasonable cause to believe that a child or an incompetent or disabled person has been subjected to abuse or neglect, or observes such person being subjected to conditions or circumstances which reasonably would result in abuse or neglect, he or she is required by law to report such incident to the proper law enforcement agency.

Abuse or neglect shall mean knowingly, intentionally or negligently causing or permitting a minor child or an incompetent or disabled person to be:

- (a) placed in a situation that may endanger his/her life or physical or mental health
- (b) tortured, cruelly confined, or cruelly punished
- (c) deprived of necessary food, clothing, shelter, or care
- (d) left unattended in a motor vehicle, if the person is six years of age or younger;
- (e) sexually abused

Communication

Platte Center

- When questions or concerns arise please feel free to contact at any time- Mrs. Jarecki will respond within 24 hours.
- Lakeview Community utilizes Bright Arrow as a form of text communication/ email to families.
- For preschool information, a newsletter will be sent home and the SeeSaw app is used to communicate.
- Mrs. Jarecki's email address is ajarecki@lakeview.esu7.org
 - Your child will be adding onto their...
 - Social & Emotional Development
 - Approaches to Learning
 - Language & Literacy Development
 - Mathematics
 - Science
 - Creative Arts
- Check your child's backpack for notes from the school or their teacher.

Shell Creek

- When questions or concerns arise please feel free to contact Mrs. Beranek at any time.
- Lakeview Community utilizes Bright Arrow as a form of text communication/ email to families.
- For preschool information, Seesaw app is used to communicate.
- Mrs. Beranek's email address is nberanek@lakeview.esu7.org
- A newsletter will be posted each month online to provide an insight on what your child is learning.
 - Your child will be adding onto their...
 - Social & Emotional Development
 - Approaches to Learning
 - Language & Literacy Development
 - Mathematics
 - Science
 - Creative Arts
- Check your child's backpack for notes from the school or their teacher.

Special Education and Services

Lakeview Community Schools strives to provide learning opportunities for all students, all students learn at different levels and our staff collaborate to meet the needs of each student. If your child is currently on an IEP we will implement the IEP or reconvene the team members to make it the most beneficial for the child in the preschool setting. If concerns develop during the year, staff will work together to evaluate the child to determine if they would qualify for special education services. Lakeview works with Educational Service Unit #7 to provide early childhood services for our preschool students.

Resources for Parents

Nebraska Department of Education-

<https://www.education.ne.gov/oec/early-learning-guidelines/>

Center on the Social and Emotional Foundations for Early Learning

<http://csefel.vanderbilt.edu/resources/strategies.html>

GOLD- Teaching Strategies

https://gold.teachingstrategies.com/content/GOLD/helpitems/GOLD_Progressions_EN.pdf