



Parent Handbook
2009-2010

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Administration, Teachers and Specialists

Patricia Rowan.....Founder
mph11rowan@aol.com Curriculum Director
283-2777 Kindergarten Teacher

Molly Rowan-Deckart.....Business Director
molmol79@aol.com
283-7065

Kristen Sample.....Music Teacher
Musical Kids

Ali Heward.....Dance Instructor

Melody Beagarie.....Reading Specialist
Pre-K Teacher

Amy Hughes.....Preschool Teacher

Diana Borosso-Perez.....Bilingual Spanish
Preschool Teacher

Parkside School 2010-2011 Calendar

| | |
|---|---|
| September 6 th | Labor Day Closed |
| September 10 th | Back-to-School BBQ (Location to be announced) |
| October 29 th | Halloween Party 3:30 pm |
| November 5 th | Parent Conferences Noon Dismissal |
| November 24 th | Thanksgiving Break Noon Dismissal |
| November 25 th and 26 th | Thanksgiving Break Closed |
| December..... | Holiday Party/Breakfast with Santa 11 am (Location to be announced) |
| December 24 st -January 31 st | Winter Break Closed |
| February 14 th | Valentines Party 3:30 pm |
| February 21 st | In-Service Day Closed |
| March 28 th -April 1 st | Spring Break Closed |
| May 15 th | Parent Conferences Noon Dismissal |
| May 30 th | Memorial Day Closed |
| May 28 th | Graduation 6 pm (Location to be announced) |
| June 1 st | Summer Session Begins |
| July 2 nd | Noon Dismissal |
| August 20 th | In-Service Day Closed |

At A Glance

School

1017 E. Park Blvd. in downtown Boise.

- Director- 283-2777
- Phone- 208-424-0533
- Fax- 208-433-1753
- Website- www.parksideschoolboise.com

Enrollment

- We have a maximum student population of 48 children. In addition to our teaching staff we have teacher assistants, visiting specialists and instructors.

School Hours

- 7:30 a.m. to 5:15 p.m.

Preferred Dress

- No ripped clothing of any kind
- Shoes that can be easily put on by your child.
- If your child cannot tie his or her own shoes, do not send him/her in shoes with laces.
- Remember to send your child in clothing appropriate for the weather. Your daughter's legs must be covered during the winter months.
- Please make sure your child has an extra set of complete clothing.

Tuition

- Tuition is due the 5th of each month. A \$25.00 fee will be billed to account on payments made after the 5th.
- Receipts are provided upon request.
- Our EIN # is 11-3688923
- Full time enrollments have precedence over part time enrollments.

| Program Tuition Rates | extra day rate | 2 days/wk | 3 days/wk | 4 days/wk | 5 days/wk |
|---|----------------|-------------|-------------|-------------|-------------|
| Parkside Preschool, Pre-K and Kindergarten (full day) | \$ 45 / day | \$ 405 / mo | \$ 515 / mo | \$ 605 / mo | \$ 695 / mo |
| Parkside Half-Day Preschool | \$ 45/ day | n/a | \$ 415/ mo | \$ 465/ mo | \$ 505/ mo |
| Parkside Kindergarten A.M session (7:30 to 12:00) or P.M. session (1:00-5:30) | \$ 45 / day | n/a | \$ 405/ mo | \$ 465 / mo | \$ 505 / mo |
| Parkside Kindergarten A.M or P.M. with Transportation | \$ 55/ day | n/a | \$ 465 / mo | \$ 535 / mo | \$ 580 / mo |

Additional Expenses

- Electives
- Some field trips
- A \$50.00 materials fee paid once per annum in May to replace and replenish teaching manipulatives, consumables, educational materials and books.

Volunteer Opportunities

- This year we will be performing weekly math and reading assessments. We will need one parent volunteer per week.
- Any field trip that you wish to chaperone, please contact your child's teacher to make arrangements. We would love to have you join us.
- If you have any special talents or passion for certain subjects, please feel free to share your abilities with your child's class.
- Help planning the Back-to-School BBQ, Holiday party, or Graduation is always greatly appreciated.

School Hours

Parkside School is open from 7:30 a.m. to 5:15 p.m.

Please have your child to school no later than 8:45 a.m. so that classes can begin at 9 a.m. It is disrespectful to the teachers to interrupt their class.

Instruction geared to fulfilling our monthly educational objectives will occur from 9 a.m. to 3 p.m. Please refrain from scheduling conflicting appointments (doctor, dentist, etc.) during this time.

Lunch with a recess will be from 12:00 pm to 1 p.m.

If your child is picked up after 5:15pm a \$25.00 late fee will be billed to your account. This will be strictly enforced.

Conduct

At Parkside School, the climate is one of respect: respect for teachers, the students and the learning environment.

Educational materials are provided to students. Any destruction will be noted and result in the purchase of a replacement by the student's family.

Discipline / Guidance Policies:

Parkside Preschool, Pre-K and Kindergarten programs:

1. Adults will model positive methods of guidance that will demonstrate problem solving skills and self-control.
2. An adult will never resort to physical abuse at Parkside School.
3. An adult will never resort to mental or verbal abuse at Parkside School.
4. A child may be removed from an activity for a short period of time in order to give the child a chance to calm down away from the group (but not isolated or unsupervised.)
5. Children may occasionally be held firmly, but gently, to prevent them from harming themselves, others or property.
6. Child guidance methods and/or consequences will never be related to eating, sleeping, or toileting.
7. A child's behavior will be discussed confidentially with the parent so consistent guidance methods will be used at home and at school.
8. Parents may be asked to remove a child from Parkside School if behavior problems occur which cannot be handled in the best interest of the child.
9. The environment at Parkside School will focus on preventing behavior problems by providing an organized physical environment and a variety of age appropriate adult-directed and child-initiated activities.

What We Expect From Parents

Open communication between teachers and parents is crucial. We will be open and honest with you and in return expect the same. If you have questions concerning curriculum implementation or your child's performance/behavior, please talk to the teacher. If you have questions regarding billing or scheduling please call Molly. Patty will be happy to answer questions regarding school operations or teachers.

If the teaching staff asks for your help in reinforcing a skill, behavior or attitude, please work together to develop a plan.

If there is something new, upsetting or stressful happening in you child's life, please have dialog with their teacher so we can better assist and understand your child.

When present in school, please act in a positive, encouraging manner towards all children, not just your own. Speak with integrity as we are all role models. Children learn by example.

Please remember you child's snack/share day. This is a wonderful self-esteem building experience. They are crushed when they are passed over. Share days are the only days when personal items such as toys can be brought to school. If your child does bring personal items they will be taken away and returned at the end of the day.

Again, please remember to send your child in clothing that is appropriate for the weather. We will be going outside each day for fresh air.

Please dress your child in clothing that they can put on and take off easily. If they have not yet mastered tying their own shoes, please send them in shoes that Velcro or slide on.

What You Can Expect From Parkside Teachers

Teachers here at Parkside believe that children are to be treated with respect and nurtured with love. Parkside teachers believe that children should relish childhood. The experience should not be rushed. Our school is developmental. Teachers value differences and recognize various learning styles. We focus on the development of the whole child. Curriculum is based on encouragement of the eight intelligences: kinesthetic, musical, math/logical, intrapersonal, interpersonal, visual, auditory and naturalistic.

What You Can Expect From The Administration

We will provide an esthetically pleasing climate that is conducive to learning; one that is fair, safe and centered on the years of early childhood. Curricula will be chosen from a variety of sources such as standards set forth by Boise Public Schools, student interests and current Early Childhood research. Students will be provided with assessments in areas beyond academics that address the “whole” child approach. We strive to make Parkside the model for exceptional Early Childhood Education in Boise.

Lunches and Snack

Each child is required to bring a well-balanced lunch that does not include, candy, gum, soft drinks, or caffeinated beverages. **No foods with nuts of any kind. No Peanut Butter!** Please pack a spoon and fork if necessary. Remember to mark their lunch boxes with their name. Please include a cold pack in your child’s lunch, as refrigeration is not offered. Parents are responsible for informing teachers and staff of restrictions and allergies.

Parents are expected to provide all lunches, as well as an afternoon snack, as appropriate. A snack list will go out each month for each class. Your child’s snack day is also your child’s share day.

Pizza Day is each Wednesday. The meal includes fresh fruit or vegetables, pizza and a cookie. The cost will be \$3.00 per week beginning September, 1st 2009

Organic milk is offered at .60 cents per day. This charge includes milk with lunch and both snacks.

Once your child is enrolled, please feel free to join your child for lunch. Our doors are always open to you.

When it is your child’s snack day please be mindful to provide a healthy snack. Whole grains, fresh fruit, and cut vegetables are always welcomed.

Some children like to celebrate their birthdays at school. We welcome the occasion. Please let the teacher know several days in advance. Birthday treats should be single serving, meaning nothing that requires cutting. Brownies (sans nuts), cookies, or cupcakes are popular.

Please use the communication cubbies to distribute party invitations. Distributing invitations in the classroom is allowed if the whole class is invited.

Lost and Found

Please make sure to label all the items your child brings to school. Coats, hats, Siesta blankets, lunch boxes, etc. are all items that wind up in the lost and found. At the end of each season unclaimed items are donated to charity.

Field Trips

Field trips are usually taken one class at a time. We provide transportation for the outing. Some field trips are included in the tuition. Other field trips are for a nominal fee. Transportation fees will appear on your tuition statements as well as extra field trip costs. A transportation form will need to be filled out prior to outings. Forms are available on our website.

Illness

It is our intention to provide a healthy and safe environment for all children at Parkside School, and accordingly, we are very careful about enforcing our illness policies. If your child is sick to the extent that it will affect the care of, or endanger the health of, other children, it will be necessary for you to make other arrangements for his/her care during those periods. If your child should become ill while in our care, you will be notified immediately. If your child is too sick to remain in our care you must pick him/her up within one hour. While waiting for your arrival, we will keep them as comfortable as possible. It is important to have a backup person or be able to leave work yourself in case of illness.

Please do not bring your child to Parkside if he/she has been vomiting, experiencing diarrhea, or had a fever of 100 degrees or more. Your child must be symptom free for 24 hours before returning to care. Please notify us if your child has been exposed to an infectious disease, such as chicken pox. We will need to let the other parents know. Children diagnosed with an infectious disease will be excluded from care until the contagious period has ended per doctor's approval.

Medication and Emergency Medical Care

No medication will be administered to any child except with written consent of the parent. When medical treatment is deemed necessary, the parents will be notified and asked to take their child to their pediatrician for medical treatment. When parents, or other designated emergency contacts cannot be reached, it is the general policy of Parkside School to transport any child who is injured, or becomes seriously ill while in our care, to the local emergency room. We will follow this general policy if the teacher/care provider judges that a delay in securing treatment would not be in the best interest of the child. A permission to treat form will need to be filled out and is available at www.parksideschoolboise.com.

Withdrawal from School

Please notify us **in writing**, **one full month in advance** if your child is to be withdrawn from Parkside School. If your child is withdrawn without proper notice, an additional one month's tuition will be payable upon termination. Likewise, we will give one month's notice if your child is to be terminated, at our discretion, from our school programs. Upon initial enrollment, we also reserve the right to terminate any child's enrollment following a two-week trial period if behavioral problems are evident which cannot be handled in the best interest of the school or the child.

Emergency Rendezvous Site

If the area of the school is evacuated, the meeting point for parents and students will be the playground at Municiple Park. Random school fire drills will be practiced throughout the year.

