

Dear Preschool Families,

Welcome to Preschool! I am looking forward to an exciting year filled with much growth, fun and hands-on learning. My wish is to instill a positive love for learning that will last a lifetime. There is nothing more rewarding than seeing your child’s face light up when they learn something new.

To start off, I would like to tell you a little about myself both personally and professionally. I am a graduate of Western Michigan University with a Bachelor of Science degree in Elementary Education. I have minors in French, Math, Science, and Early Childhood Education. I have taught preschool for 20 years and am excited to begin my twelfth year with Monroe Catholic Elementary School. I am the mother of five beautiful children. I have three girls’ age 23, 22, 19 and two boys who are 18 and 14. They keep me busy but I love it! In my spare time, I enjoy vacations, reading, going on walks, watching movies, shopping and spending time with my family.

It is my goal to ensure your child’s preschool experience is full of growth academically, spiritually, and socially. Always remember that learning is a continuous process and change is a part of growth. Therefore, learning is open to meet the needs of each child.

In order to know your child better and to help guide my teaching, I am asking for your help. Please fill out the attached questionnaire about your child. This will help me get to know your child as a person, learner, and thinker. Please turn in this questionnaire by Friday, September 8th.

I would like to work closely together with you, and I believe frequent communication is vital. I will be using our classroom website as an extra form of communication. I will post our weekly newsletters and any other upcoming events. You can also check the bulletin board outside our classroom door and your child's folder for important information, as well as signing up for REMIND text service. Please let me know if you have any questions or concerns. I would love to talk whenever you feel the need. I look forward to a great year together!

Sincerely,

Amy Beaudrie

**MCES Preschool**

7:45-2:25 Full Day Preschool

Amy Beaudrie

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Julie Kinsey

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Curriculum:

* Math: Frogstreet
* Language Arts: Frogstreet
* Science and Social Studies: My Big World, Frogstreet and Creative Curriculum
* Religion: Catholic Icing, I Am Special, and Allelu!

We assess our students in the Fall and again in the Spring. In preschool, we observe multiple areas of growth to evaluate where the child is developmentally. Please note that children aren’t expected to master all the things we assess before the end of preschool. The assessments are used as a tool to gauge where a child is and to challenge them in areas where necessary. To achieve this goal successfully, the assessments have additional pieces that go above the preschool expectations.

For specific questions relating to the curriculum, please feel free to contact

Ms. Beaudrie, Mrs. Kinsey, Mrs. McMillan, and Mrs. Rios.



**Important things to know:**

* The two-pocket folder you have provided is the most effective way for communication to occur between school and home. I will put everything in these folders: newsletters from me, notes from the school, important dates, order forms, permission slips and the children’s work. Please make sure that your child brings their folder to class and that you are checking it daily.
* The Ziploc bag on the supply list will function as a family activities bag. I will be sending this bag home with a fun activity for you to do with your child that correlates with what we are learning in class. The activities are designed to help enrich your child’s learning and bridge the gap between school and home. It is a wonderful way to connect with your child.
* The class will be doing a weekly journal or craft activity related to the theme we are studying. We will be putting these activities into the binder listed on the supply list and then returning it to you at the end of the year!
* **Please send in an extra set of clothes for your child in a Ziploc bag with their name on the front. We will keep these at school in case of an accident or a spill on their clothes.**
* **Morning Arrival:** The parking lot door opens at 7:30. Please follow the drop off line when arriving at school. Parents should remain in their cars and a teacher will escort your child inside. Our class will line up in the gym. At 7:45am, we will begin our Morning Assembly with prayer, pledge and our Mission. Then we will go to our classroom. Any time after that your child will be marked tardy. Please try to be on time so that your child may be settled before they start a new day of learning.
* **Dismissal:** At the end of the school day **(2:25pm)** we will bring the children outside the main doors and line up along the wall of the church. Please get into the car line for pick up and we will help load your child into the car. **Please pull ahead to a parking space to buckle your child in their seat.** **We ask that you remain in your car and do not walk up to get your child so that we can help keep our children safe.** We love having our Catholic families bonding together after school, but we ask that you do so after we are done loading the children (2:45pm). Thank you for your help in keeping our children safe.
* Fog/Weather Delays: In the event of a Fog or Weather Delay, when school is delayed by 2 hours, the students should arrive at school between 9:30-9:45. Students enrolled in childcare can come at the regular time.
* Delays and school cancellations will be announced by MCES. MCES follows Monroe Public Schools cancellation/delays.

**Snack/Lunch**

**Snack:**

* To give the children more variety during snack time, we will be assigning snacks for you to bring on your child’s snack day. All snacks are chosen from the Safe Snack List. **Please be sure to purchase ONLY the brand that is listed on the snack calendar as we have peanut and glutton allergies in our classroom.**
* Please send enough snacks for 18 students.
* Please send in a package of napkins on your child’s first snack day.
* **Please send in a refillable water bottle labeled with your student’s name. Please make sure that you send your child with WATER only in case of a spill. Please make sure all water bottles are full at the start of each day. These water bottles need to be taken home, washed and brought back to school every single day and not left at school.**

**Lunch:**

Students who are enrolled in the Full Day Option for Preschool will eat in the gymnasium. Lunch aides and volunteers will be on hand to provide help to the students. Four Year Old Preschool will have lunch from 11:00-11:25. See the MCES website to sign up as a lunch volunteer.

**Birthday Treats**

The health and safety of our Monroe Catholic School students is our top priority. Due to the impact sugary snacks have on the health and behavior of our students, along with the sensitivity/severity of several types of allergies on both our

St. Michael and St. John Campuses, edible birthday treats cannot be passed out at school this year.

Students that would like to bring in birthday treats for their classmates may share something that is non-edible such as pencils, stickers, small toys, etc. Edible birthday treats have too much of an impact on our school day and will be sent home if they are sent to school. We want our children to feel special on their big day but believe we can achieve this through non-edible treats and other special attention in their classroom. Thank you for your cooperation, understanding and attention to this policy.

I will send home a list near the end of school so we can celebrate summer birthdays. If your little one recently had an August birthday and would like to celebrate now just let me know, I don’t want anyone to miss their school birthday celebration!

**Positive Discipline**

I believe consistency and routine are very important in our classroom because it establishes a sense of security for the children. Therefore, I will spend a lot of time the first few weeks establishing the class routine, discussing and clearly demonstrating the expected behavior in our room. The classroom environment will be structured and nurturing, and the children will be expected to follow the rules and treat others with respect.

In September, we will begin using a monthly calendar to communicate daily behavior. Please keep this calendar in your child’s folder so that I can mark it each day. Our classroom management policy will focus on positive behavior, by teaching all students to be bucket fillers by using the Disciple of Christ Education in Virtues program.

**Scholastic Books**

Occasionally, I will be sending home book orders from Scholastic Book Club. This is a great way to begin or increase your child’s home library with excellent quality books at a reasonable price! The books can be ordered online and they will be delivered to our room so I can send them home with your child. I will send home more detailed information with the first order.

**Protecting God’s Children**

In preschool we love having family members involved in our classroom, but we need to make sure all of the children are protected. Anyone who would like to volunteer in the classroom, or attend field trips **MUST** take the Protecting God’s Children class. **You will need to submit a copy of that completion form to the school before attending any trips, or volunteering.** Please visit the ***www.virtus.org*** to register or find other dates the class is offered. If you completed the Protecting God’s Children class before January 1, 2020, you **MUST** complete the online recertification class in order to continue volunteering and/or going on field trips.

**Weekly Newsletter**

At the beginning of each week, you will receive a newsletter that is sent home in your child’s folder. **Please be sure to read it,** as I will write in it what we are working on in class along with other important information pertaining to the classroom. I will also have the newsletter posted on my website so you can refer back to it if you misplace it. To find my website go to [www.mcesmonroe.com](http://www.mcesmonroe.com), click on the Staff and Academics tab, click on Faculty and Staff, scroll down to St. Michael Campus, click on my name.

**Transportation Home**

If your child is going to childcare on different days, please note that on the next page. Please send me a note or email if there are any changes to these arrangements.

**Allergies**

This year we will explore our world using our five senses. It is important that we do so safely. Please complete the form on the next page, making me aware of any and all allergies your child may have. The proper precautions will then be taken.

**Preschool Shirts**

This year we will once again be getting class shirts. The order form will be sent home at a later date. Please consider ordering a shirt for your child. We will be wearing our shirts on gym days and field trips.

**Our Daily Schedule**

|  |  |
| --- | --- |
| Arrival in the Hallway | 7:45 |
| Morning Prayer Service in the Gym | 7:45-7:55 |
| To Class/Unpack | 7:55-8:00 |
| Morning Work/Table Activity | 8:00-8:15 |
| Circle Time  (calendar, weather, counting, patterns, music and movement, story, and religion lesson) | 8:15-8:50 |
| Bathroom | 8:50-9:00 |
| Recess/Gym | 9:00-9:20 |
| Lesson | 9:20-9:40 |
| Snack/Bathroom as Needed | 9:40-9:55 |
| Centers | 9:55-10:45 |
| Clean Up/Bathroom Break | 10:45-11:00 |
| Lunch | 11:00-11:25 |
| Recess | 11:25-11:55 |
| Bathroom and Story | 11:55-12:15 |
| Nap/Bathroom as they Wake Up | 12:15-1:30 |
| Recess | 1:30-1:45 |
| Mini Lesson and activity | 1:45-2:15 |
| Pack up to go Home | 2:15-2:25 |
|  |  |
|  |  |

* Physical Education will take place on Wednesday during our outdoor time, please dress your child accordingly. We will not go outside in the morning on physical education days.
* Changes may be made to the schedule as the year progresses.

**\*\*Please Fill out this sheet and return to school**

**Student Name:**

Name student goes by**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Protecting God’s Children**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has attended a Protecting God’s Children class and will make sure the school has a copy of their certificate (s).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hasn’t attended a Protecting God’s children class, but will be attending the one on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date).

**Transportation Home**

Please provide the following information to ensure the safety of your child when we dismiss at the end of our school day. Thank you!

\_\_\_\_\_ will be picked up from school by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ will be going to childcare.

**Allergies**

\_\_\_\_ has no known allergies at this time.

\_\_\_\_ has the following allergies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please take the following steps of action in the event of a reaction:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Signature:**