

ELIZABETHTOWN AREA SCHOOL DISTRICT



Kindergarten Handbook 2018-2019 School Year

Our Vision

Elizabethtown Area School District: Motivating all students to their highest potential through parental and community support, exemplary staff and a commitment to excellence.

Our Mission

Every student graduates ready to live, learn, and thrive in a global community.

Kindergarten

Every Student Graduates Ready To Live, Learn, & Thrive In A Global Community

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Welcome to Kindergarten!

Your child is about to begin a remarkable voyage in the Elizabethtown Area School District. This journey starts with learning to read and write in kindergarten and ends with students becoming a part of our local and global community as graduating seniors. We are looking forward to working in partnership with you to make this journey exciting, adventurous and full of learning!

This guidebook was prepared by professional and administrative staff of the district to help ensure your child's entrance into our school system is a productive and satisfying experience. We suggest that you read and discuss the information with your child and other family members.

The Elizabethtown Area School District believes that education is a continuous process. We believe that all children are unique and come to school with varied knowledge and experiences. We strive to maintain an environment that promotes lifelong learning. We will do our best to make available to your child those varied experiences which will help meet their individual intellectual, emotional, social and physical needs. In addition, we encourage you to help by sharing information with your child's teacher that you feel would be beneficial to meeting his or her needs. Working together will result in a rewarding and beneficial educational experience for all.

We are confident that your child's kindergarten experience will be an exciting beginning to a first-rate education in our district.

Sincerely,



Michele M. Balliet Ed.D.
Superintendent of Schools

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Kindergarten in EASD

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Every student graduates ready to live, learn, and thrive in a global community.

Our Vision

Motivating all students to their highest potential through parental and community support, exemplary staff, and a commitment to excellence.

We believe...

- play **IS** a child's work

We encourage you to...

- read to your child everyday
- listen to your child's thoughts and what he or she says
- interact with your child through conversation, stories, games, art, music, and hugs



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Kindergarten Readiness

Kindergarteners are still growing and developing. At age 5, children have lots of energy and they love to learn! Some are focused on running and climbing at the playground. Others might have physical challenges that make running hard. Some children like to draw pictures or play with blocks or toys or sing songs. Others might find it hard to hold a pencil or hear the music. Every child is unique in their own way and most children will be strong in some skills and struggle with others.

In the Elizabethtown Area School District, we are committed to helping EVERY child be prepared for success in school. This works best when parent(s)/guardian(s) and teachers work together to understand each child's strengths and help them develop a balance of skills in each of the four building blocks of Kindergarten Readiness.

Building Blocks of Kindergarten Readiness:

- Social and Emotional Development
- Self-Care, Physical Well-Being and Motor Skills
- Language Development
- Early Academics

While readiness is different for every child, getting ready for school isn't only for the children. Families need to be ready by:

- Preparing for new routines.
- Planning for their role in supporting their child, teacher, classroom and school.
- Having a positive and enthusiastic attitude about starting kindergarten.

WHAT IS THE RIGHT AGE FOR KINDERGARTEN? Children who turn 5 on or before September 1 of the school year are eligible to enroll in kindergarten in the Elizabethtown Area School District. Some parent(s)/ guardian(s) wonder if they should wait an extra year before enrolling their child in kindergarten, especially if their child has a birthday that is in late summer. To help you decide what is right for your child:

- Compare your child's skills with those outlined in the Building Blocks of Kindergarten Readiness found in this handbook.
- Talk to your family doctor or your child's preschool teacher.
- Visit a kindergarten classroom in the district. Watch what the children are doing and imagine your child in that classroom.
- Talk to parent(s)/guardian(s) who have kindergarteners or children in elementary school, trust your instincts.

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Building Blocks for Kindergarten

SOCIAL AND EMOTIONAL DEVELOPMENT

Children who can share their ideas and feelings are able to solve problems. When children have confidence in their own abilities to work and play in a group, they are more successful in school. Some children may struggle with the new expectations for behavior that teachers call “self-regulation” –the ability to control your own behavior and emotional responses.

Your child should be working on moving smoothly between activities like playing outside to activities that require focused attention such as chores or drawing.

SELF CARE, PHYSICAL WELL-BEING AND MOTOR SKILLS: FUEL FOR SCHOOL

A good night’s sleep will help your child grow and be ready to pay attention during the day.

Also, your child is ready to learn in the classroom when he/she can take care of personal needs, like going to the bathroom, washing hands, and dressing.

Your child needs to have energy and be alert for school. Please continue to reinforce healthy eating habits. Focus on healthy choices for breakfast, lunches, and snacks. Exercise will help your child cope with the new structure and expectations of school. Be sure to include time for active play and exercise at home.

LANGUAGE: USE YOUR WORDS!

Language skills are thinking skills. The more children hear words and practice using them, the better they will be at learning in school.

In kindergarten, the teachers will use words to describe things, to think about math (e.g. bigger, smaller, add, subtract, more than/less than), and to learn about ideas like telling time and rules in the classroom.

Family conversations during dinner, telling stories about your day, playing imagination games with friends, and reading books are all great ways to build language skills.

Kindergarten is like opening a door, a door that has behind it a wealth of experiences and knowledge.

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Academic Program

The kindergarten experience in the Elizabethtown Area School District is designed to help your child grow as a learner, express their ideas, and function in both small and large group settings. A variety of activities are used to develop self-confidence, independence, and cooperation. Through these experiences, readiness is created for reading, writing, mathematics, and social living. It's these skills and experiences that lay the foundation for their future years in a 21st Century instructional environment.

Our district curriculum may be found on our website at www.etownschoools.org under the heading "Academics." Specific information for each of the content areas will also be listed.

ENGLISH LANGUAGE ARTS

The EASD English Language Arts curriculum focuses on Pennsylvania standards for reading, writing, listening, and speaking.

READING AND WRITING

We realize that children come to school with beginning reading skills. Children are able to recognize environmental print such as a bag of M & M's and signs like McDonalds and K-Mart. Our kindergarten curriculum involves the interaction of three basic areas to teach children to read independently. Phonemic Awareness, Phonics, and Comprehension are the focus of our work in kindergarten.

1. **Phonemic Awareness:** Your child will receive instruction in recognizing the sounds as well as the letters of the alphabet. Kindergarten students learn about rhyming chunks in word development.
2. **Phonics:** When ready, your child will learn to recognize simple words often seen in favorite books. These are referred to as "high frequency words." A list of high frequency or "star" words is provided below. Your child will be exposed to all of the high frequency words by the end of kindergarten. Children will also learn to write short "stories" that often take the form of a sentence with a picture. Your child's writing could begin as a "scribble" and, by the end of the year, become recognizable sentences.
3. **Comprehension:** While listening to the teacher read as well as beginning their own reading journey, children will recall story details, identify main ideas, predict story outcomes and sequence stories.

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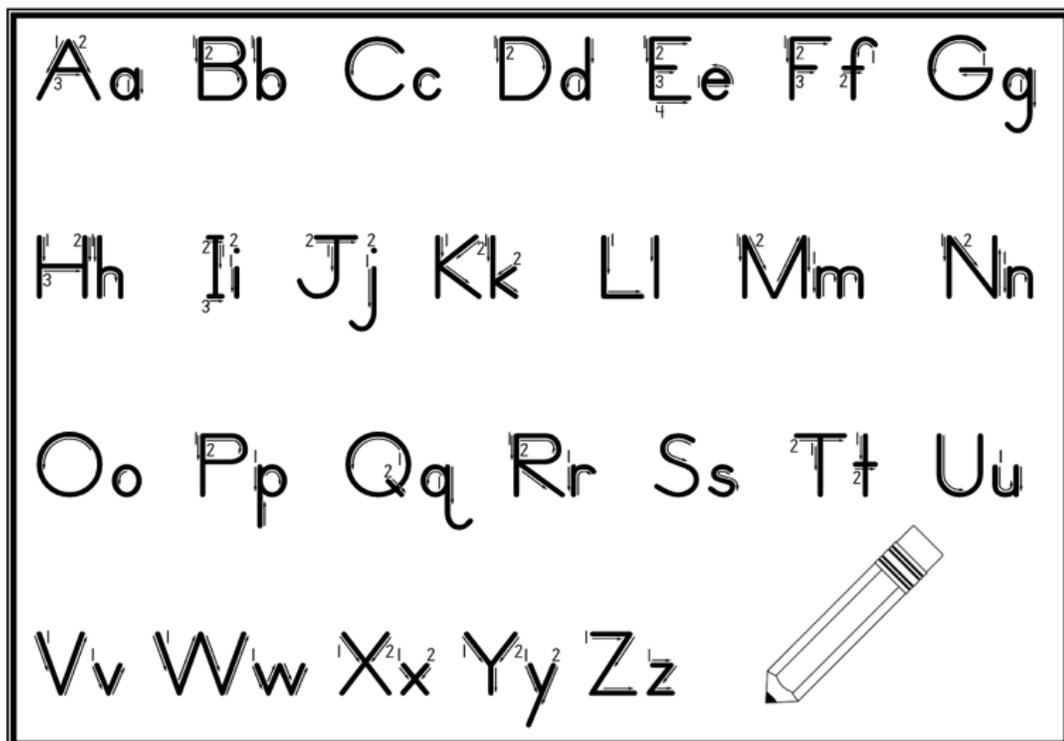
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High Frequency Word List

a	for	I	not	the
and	from	in	play	they
are	get	is	of	this
as	go	it	on	to
at	have	like	run	up
be	he	love	said	was
can	her	me	see	will
dad	here	mom	she	with
did	his	my	that	you

It is helpful to the kindergarten teacher if each child can print his or her first name using a capital letter for the first letter and the rest, lower case. Although each kindergarten teacher will vary their presentation of capital letters and lower case letters, the end result of the kindergarten experience should be that your child uses both capital and lower case letters when writing.

The size and form of manuscript letters that will be used in kindergarten are printed below. If you wish to help your child, please use these letters, like this. The arrows show the direction of strokes and the small figures show the sequence.



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LISTENING AND SPEAKING

The students should begin to become better listeners, express their thoughts clearly, increase their vocabulary, and overcome shyness among a group through conversation and sharing opportunities, reading aloud, and the retelling of stories

MATHEMATICS

Pennsylvania standards for mathematics provide the framework for our district's mathematics curriculum. Many experiences and teaching techniques, such as working with the calendar, patterning, counting money, discussing size and shape, considering larger than and smaller than, and other activities will help your child understand numbers. Your child will receive instruction recognizing and using the numerals 0-20, as well as counting using these numerals. In addition, your son or daughter will work with ordering such as first, second, third, etc.

SCIENCE

Through a planned step-by-step program, your child will begin to understand the physical world about them. Simple experiments, activities, and observations will aid your son or daughter in gaining knowledge in the area of science.

SOCIAL STUDIES

Students are introduced to the basics of social living such as the family, school, and community. United States and state history is introduced through famous people and groups of people. An awareness of past, present, and future history is developed through use of the calendar and study of the seasons.

K.I.N.E.S.I.S.

K.I.N.E.S.I.S. is an acronym for "Kids Involved in Neurological Experiences; Stimulating and Integrating Specials." K.I.N.E.S.I.S. is a program that has been designed for kindergarten students. The basic tasks, movements and activities experienced by your child as they visit several stations during the 30-minute Kinesis session were designed to incorporate the brain-based research found common in the areas of art, music, P.E. and child development. The result is an integrated, active and engaging 30-minute class designed to stimulate and teach basic skills such as patterns, steady beat, skipping, counting, and letter recognition. All of these activities are designed to develop critical skills related to communication arts and math. Parents are encouraged to observe a K.I.N.E.S.I.S. class during a school visit.

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Registration

EASD offers half-day kindergarten for students who reside in the district and are five years of age before September 1 of the year in which they will begin school (policy #201). Kindergarten registration is typically held over six days in March and/or April of the preceding year. EASD uses an on-line registration program which allows parent(s)/guardian(s) to input student information from their home, office, library, or any other location. Please go to the following link to begin the on-line registration process:

<https://www.etownschools.org/Page/4707>

An appointment is still necessary to complete the registration process. If you are unable to attend the Parent Information Night, please contact the district's Student Records and Registration Technician at (717) 361-4893 to set up an appointment.

Kindergarten registration activities involve both parents and students. When you arrive for your scheduled appointment you will meet with district staff members to provide the proper documentation to enroll your child. Please bring the following documentation with you:

- Immunization Record. A list of immunization requirements can be found on our website at <https://www.etownschools.org/Page/340>.
- Child's Birth Certificate
- Proof of Residency in the Elizabethtown Area School District. A listing of accepted documents for proof of residency can be found on the district website at <https://www.etownschools.org/site/Default.aspx?PageID=10905>.
- Photo identification of the parent/guardian (*drivers license or state-issued ID only*).
- Custody Papers

During the registration time, your child will meet with various district staff members to conduct several screenings. The screening procedures help us determine the services that will help your child get off to a great start in kindergarten.

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School Hours

The morning kindergarten session begins at 8:50 a.m. and is dismissed at 11:35 a.m. The afternoon session begins at 12:50 p.m. and is dismissed at 3:35 p.m. **Please plan on having your child arrive no more than ten (10) minutes prior to the time each session begins. Parents of children attending the afternoon session are to wait with their child until the teacher meets the class. Please pick up your child promptly at the close of the session.**

Planned Early Dismissals: During the course of the school year, EASD has periodic planned early dismissals. To equalize the amount of instructional time given to the morning and afternoon sessions, the district has developed a customized schedule for kindergarten. **Please check your school calendar for the schedule for kindergarten early dismissal.**

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Getting To and From School

EASD contracts with an outside provider to service our transportation needs. Our provider is committed to keeping the district's transportation operation running safely, smoothly, and efficiently. Safety is at the heart of our transportation services, with special emphasis placed on driver training, vehicle maintenance, and fleet replacement.

Transportation is provided one-way for kindergarten students. The Elizabethtown Area School District does NOT provide midday transportation.

Students are reminded they should be waiting at their assigned bus stop five minutes before the bus's scheduled arrival. Parent(s)/guardian(s) are responsible for assuring their children get to and from the bus stop safely and for monitoring their children while they wait for the bus. Please make certain they remain at least ten feet from the roadway at all times.

Walking to School: If you reside in one of the district's designated walking zones, please familiarize yourself with the safest and best route to walk to school. Be sure to consider traffic, visibility at street corners, streets to cross and other possible hazards. Walk along this route with your child a few times before school starts to practice good safety habits. We advise that a kindergarten student should never walk to and from school alone.

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Attendance

EASD strongly believes that regular school attendance plays a vital role in ensuring that your child receives a quality education during the school year. The educational program offered by the district is predicated upon the presence of the pupil and requires continuity of instruction and classroom participation.

The regular contact of pupils with one another in the classroom and participation in a well-planned instructional activity under the direction of a competent teacher are vital to this purpose. In case of absence or tardiness, a written excuse card should be sent in to school when your child returns. Parent(s)/guardian(s) are requested to contact the school whenever they plan to take their child out of scheduled class time.

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Conferences

Conferences provide an excellent opportunity to share information about your child. This creates an opportunity to establish a positive partnership in your child's learning. For parent(s)/guardian(s), conferences offer the opportunity to sit with the teacher and talk about their child. It helps to build a better understanding of the daily routines and classroom expectations. Parent(s)/guardian(s) can also get a snapshot of their child as a learner and ask questions about how to help at home.

A conference will be held with the kindergarten teacher, parent(s)/guardian(s) and child during the first week of school. Conferences are also held throughout the school year in the months of December and March. Conferences are also scheduled for children whose evaluation needs more extensive interpretation. Parent(s)/guardian(s) may also request a conference to be scheduled at any time during the school year. During your conference, you may want to ask your child's teacher the following questions:

- Does my child participate in classroom activities?
- How does my child get along with classmates?
- Can my child handle grade level learning materials?
- Does my child seem to enjoy reading in their spare time?
- Is my child's comprehension suitable to their grade level?
- Does my child know the number facts?
- Can my child express thoughts and ideas clearly?
- How is his or her written communication?
- Does my child seem happy in school?

Your personal contact with your child's teacher will help ensure a productive experience.

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Visiting Your Child's School

EASD welcomes parent(s)/guardian(s) and other guests to visit any of its schools. If possible, visits should be scheduled in advance so school staff can make the necessary arrangements for the visit. Upon entering the building, all visitors must report to the secretaries in the office to complete sign in procedures. It is required of all school personnel and guests that a badge be displayed for identification.

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Volunteering in Your Child's School

The Elizabethtown Area School District believes that volunteers are an important component in our mission to guide students to reach their maximum potential. As a stakeholder in our district, our hope is that parent(s)/guardian(s) will consider volunteering in the district. The opportunities are varied (e.g. weekly classroom helpers, field trip volunteers, sharing a special talent) and in whatever capacity your contribution will enhance the learning of our students.

For safety reasons, the district does have a board policy (Policy #916) that defines what constitutes a volunteer, as well as outlines the various individual requirements dependent on the type of volunteering one might do. The intent of the policy is to protect the students in our schools by ensuring that all adults with whom the students come in contact on a regular basis have met the safety standards required of school employees. If you are interested in volunteering in our schools, please visit our district website for additional information regarding the procedures and requirements for volunteering.

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Managing Your Child's Behavior

As a parent(s)/guardian(s), managing your child's behavior can be your greatest challenge. Managing your child's behavior is not easy. Listen to his or her needs and give him or her reassurance and praise. In doing so, you help your child learn self-control, build self-confidence and respect the rights and feelings of others. To help manage your child's behavior, try these suggestions:

- See that your child gets 10 - 12 hours of sleep, as well as short periods of rest and relaxation each day.
- Start the day with a good breakfast. Encourage your child to eat well-balanced meals.
- See that your child gets exercise and reduce the time spent watching television.
- Please place your child's name on his or her coat, boots, gloves, backpacks, etc.
- Bring a full size backpack.
- Help your child to print his or her given name. By the end of the school year, we will use a capital letter for the first letter, followed by lower case letters (e.g. Hanna Smith). This includes holding a pencil properly.
- Be enthusiastic about your child's schoolwork, but do not expect perfection. Learning is a process that takes time. All children learn and grow at their own pace.
- Be patient; Kindergarten is a growing process for parent(s)/guardian(s), too!

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Your Child's Health

In order to protect your child's health and also the health of other children, the Elizabethtown Area School District Health Services Department encourages parent(s)/guardian(s) to keep their son or daughter at home if he or she has any of the following symptoms:

1. Temperature over 100.0 degrees (should be normal for 24 hours before returning to school)
2. Vomiting and/or diarrhea
3. Red, itchy eyes with drainage
4. Persistent cough or thick nasal discharge
5. Persistent itching of the scalp or skin (If your child has been treated with head or body lice, please contact your school nurse to have your child checked before he or she goes to class.)

IMMUNIZATIONS

The district encourages parents of students in all grades to contact their child's primary care physician for assistance in determining when to have the suggested immunizations. Questions about the immunization requirements and the impact on student enrollment should be directed to your child's school nurse. The guidelines for the number of doses and the spacing between doses was established by the Center for Disease Control. Students are not permitted by law to attend school without the appropriate immunizations. If your child receives any additional immunizations such as a tetanus shot or a booster following the original entry into school, please notify the school nurse so that the child's health records can be kept up to date.

For the required immunizations or additional information, please visit the following page on the district website:

<https://www.etownschools.org/Page/340>

HEALTH SERVICES

The following services are provided for your child at the grade level indicated. By the conclusion of the kindergarten year, your child will have completed both a medical and dental examination. It is recommended that your family doctor or dentist perform the examinations to provide continuity of your child's health care; however, the school will provide these services at no cost if you prefer.

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	GRADE LEVEL			
	K	1	2	3
Dental Exam	X			X
Measurement (ht./wt./BMI)	X	X	X	X
Hearing Screening	X	X	X	X
Vision Screening	X	X	X	X
Physical Exam	X			

ACCIDENTS AND ILLNESSES

If your child is involved in an accident or becomes ill while at school, he or she will be given the appropriate first aid or care by the nurse or another staff member in her absence. If further treatment is necessary, parent(s)/guardian(s) will be notified.

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Comments, Concerns, & Questions

The Elizabethtown Area School District encourages parents and guardians to communicate with the district regarding their child. When a question or concern occurs, parents or guardians should attempt to resolve it at the local school level. Any questions or concerns directed to district administration or the board shall be referred to the local level for resolution. Additional contact can be made with your child's building principal after first speaking with your child's teacher.

ELEMENTARY ADMINISTRATION

Bainbridge Elementary School --- (717) 426-4203

Principal - Amanda Baxter (amanda_baxter@etownschoools.org)

Assistant Principal - Kari Druckenmiller (kari_druckenmiller@etownschoools.org)

East High Street Elementary School --- (717) 361-0099

Principal - Amy Balsbaugh (amy_balsbaugh@etownschoools.org)

Assistant Principal - Christel Pond (christel_pond@etownschoools.org)

Mill Road Elementary School --- (717) 361-7424

Principal - Amanda Baxter (amanda_baxter@etownschoools.org)

Assistant Principal - Kari Druckenmiller (kari_druckenmiller@etownschoools.org)

Rheems Elementary School --- (717) 367-9121

Principal - Jacques Viau (jacques_viau@etownschoools.org)

For general questions or concerns about any part of the district's operations, please refer to the easy reference guide below:

For matters related to the **ACADEMIC PROGRAM** including but not limited to Kindergarten Readiness, the curriculum, and general program inquiries, contact Richard Schwarzman, Assistant to the Superintendent for Support Services and Compliance, at (717) 367-1521 or richard_schwarzman@etownschoools.org. (After June 1, 2018, inquiries on the academic program should be directed to Dan Serfass, Assistant to the Superintendent for Learning, at (717) 367-1521 or daniel_serfass@etownschoools.org).

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For matters related to **SPECIAL SERVICES** including but not limited to special education, homelessness, English language development, contact Richard Schwarzman, Assistant to the Superintendent for Support Services and Compliance, at (717) 367-1521 or richard_schwarzman@etownschoools.org.

For matters related to **TRANSPORTATION** including but not limited to bus stop locations and scheduling, contact Rick Farnsler, transportation coordinator, at (717) 367-1521 or rick_farnsler@etownschoools.org.

For matters related to **HEALTH SERVICES** including but not limited to when to keep your child home from school, immunizations, and health screenings, contact Lois Carlisle, elementary school nurse, at (717) 367-1521 or lois_carlisle@etownschoools.org.

For matters related to **ENROLLING YOUR CHILD** including but not limited to the online registration process, custody issues, required documentation, and how to update your information, contact Becky Greenly, Registration and Enrollment Technician, at (717) 361-4893 or becky_greenly@etownschoools.org.

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DISTRICT ADMINISTRATION

Michele M. Balliet Ed.D., Superintendent

Richard Schwarzman, Assistant to the Superintendent for Support Services & Compliance

Monica Steward, Supervisor of Special Education

Brian Lownsbery, Director of Technology

George Longridge, Business Manager

Troy Portser, Director of School & Community Information

Richard Toth, Director of Human Resources

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Elizabethtown Area School District

600 East High Street

Elizabethtown, PA 17022

(717) 367-1521

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