



Adventist Union School  
Mrs. Chavez' Wonderful Kindergarten  
www.adventistunionschool.com

**Attention!!**

**Please refer to the AUS Handbook at all times!**

The information here entitled "Logistics" does not supersede what is in the handbook. The information here is only a supplement and to assist the specific needs of new families entering in this particular Kindergarten-First grade.

Please see AUS Parent-Student Handbook for all official information and regulations:

[http://aus.netadvent.org/StudentParentHandbook1920\\_web.pdf](http://aus.netadvent.org/StudentParentHandbook1920_web.pdf)



# Logistics

Dear Wonderful Kindergarten-First grade families!

I am excited and humbly grateful for the opportunity to serve God by being your Kindergarten Teacher. I am especially looking forward to partner with you on this road set before us.

Since you are a new Kindergarten-First grade family coming to this wonderful school, you may or may not be aware of the logistics pertaining to events, requirements, rules, and what happens here. Therefore the following information describes what you need to know to have a successful 2019-2020 school year.

## **Educational Philosophy:**

Please be advised that this wonderful Kindergarten=First grade class is an accelerated program. Therefore, please see the Kindergarten-First prerequisites, which should be met prior to entering Kindergarten-First grade.

Also, please review my educational philosophy posted on the Kindergarten website. Please be advised that the main point of my educational philosophy is to have "Growth Mindset," which was first developed by Carol Write. My philosophy is also combined with a Classical educational model founded by Wise Bower. Both of these are wrapped around Jesus model of love and patience. In other words, doing "school" is awesome and everything that is done is in a "I can!" attitude. Lastly this teaching style is both Christ-centered and student centered with a lot of guidance as well. Student-centered instruction focuses on skills and practices that enable lifelong learning and independent problem-solving



### Parent requirements:

- Be able to download the required apps. for this class. e.g. ClassDojo, SplashMath, ...etc.
- Be able to communicate daily via the ClassDojo app
- Must be able to sit down and work through assignments with your child
- Must be able to relay a positive attitude about school work.
- Must be able to open the Kindergarten website and help your child learn the memory work and watch any posted educational videos.
- Worship and pray with your child daily.
- Remind your child of good behavior
- Consider this a partnership to help your child academically and spiritually.

### K-1 specific attire information:

Please see the student manual on the matter of dress code. A special requirement for the First, Kindergarten and TK level is to wear shoes with the velcro strap. Unless your child can tie his/her own shoes without asking for help and maintain the shoe tied, they must wear velcro or buckle tennis/sneaker shoes. Sometimes, although your child may know how to tie his shoe, if he/she doesn't know how to tie quickly or well enough, it may delay the entire class to chapel, lunch or to go home. Regarding bottom attire, please make sure that pants/shorts/skirts are well fitting and not falling off. Please hem the pants/shorts/skirt if necessary to fit, belts are usually too difficult for your child put on and off, on the other hand, having pants with clip-hook makes it easy for your child. Girls wearing open skirts, please



make sure they wear shorts or dark navy or black leggings under the skirt because they will be playing on the jungle gym or slide.

#### **Accessories:**

Hair clips and headbands should remain on the child's head and not cause a distraction of taking off and on. If she seems to be having trouble with the accessory she will be asked to leave it in her backpack. All hair accessories need to be cloth bound or plastic and not metal. Serious accidents could occur with hair accessories made of metal. Jewelry is not allowed meaning no necklaces, bracelets, and earrings.

#### **Discipline and Rewards:**

This Kindergarten class is a Child-Centered/Christ-Centered classroom environment. The mindset is catching your child doing good and encouraging him/her to continue to do so. Your child will know the expectations of this wonderful class and will learn appropriate behavior based on the principles of God's word. Therefore, there are many ways to encourage good behavior. Your child may receive stickers when they are caught being good, staying on task, and participating. Your child will receive recognition with affirmation, such as a "high-five" and/or encouraging words. Additionally, there are material prizes and certificates for academic strides. Throughout the year, there may be updates or changes to the discipline/reward system depending on how the class matures.

Your child will receive intrinsic "prizes" such as vocal encouragement and ClassDojo posting, and soon you will see how your child will enjoy to be "good." He/She will enjoy striving to the best he can. He/she will enjoy being recognized by his/her peers since we encourage one another.. He/she will enjoy the positive attention and will dislike the negative attention.



However, despite the intrinsic value to strive to do your personal best, at this age, it is ideal to combine intrinsic rewards with physical prizes. I spend about \$75 to \$100 per week from my personal funds for prizes and some supplies of which I do not receive a reimbursement. For that reason, I ask that each family donate some toys prizes of \$6 or less or if it is possible to donate about \$20 per week. You are not obligated to do so, it is totally voluntary. Your child will receive a prize if he/she merits it regardless of the donation. In the kindergarten supply list provided you will see a request of \$40 per quarter, if that is the minimum you have given then that is fine also. Our kinders will thrive and grow academically and spiritually with this system.

Even though the focus will be on catching them when they are doing good, at times some disciplinary actions may include "time-outs" or running laps or stickers removed or time out of recess. If there is a repetitive problem a message will be sent home. Please know that this is a team effort consisting of Parents and Teacher. Please help me, help your child to be a successful learner.

### **Homework:**

Kindergarten and First grade is the time to set good academic habits, therefore, every week there will be homework assigned. A packet of homework will be given on Monday and should be completed and returned on Friday. Please designate a time and place in your home to do homework together. On a rare occasion the homework packet may be given on a Tuesday or Wednesday instead of Monday due to a holiday or teacher's staff meetings, therefore, the amount of homework will be adjusted. Homework may include an actual workbook and a reading book. All homework, workbooks and reading books must remain in



your child's backpack. Reading books must be returned daily. If your child is absent on Monday, rest assured a homework packet was prepared for your child, however, it is your responsibility to inquire about the homework and make sure your child receives it.

**The in's and outs: (see AUS handbook for official instructions)**

As you know, the school day begins at 8:15-20 am and ends at 3:15 pm, Monday through Thursday. At the end of the school day, students will be ready on the front lawn anytime between 3:15 to 3:30 and may be picked up. Please be on time to pick up your child. Typically a child may feel a little anxious if you are late to pick up. However, if you are running late due to traffic, please send me a message so that I may reassure your child that you have communicated with me and are on your way.

On the other hand, on occasion, the entire Kindergarten-First grade class may be delayed due to one child. A child may be waking up from a nap, organizing items to take home, or may have a restroom accident. Another delay may be due to a birthday celebration after nap time which makes it difficult to come out to the front lawn promptly. Please be patient and understanding about the delays. Please do not send your child's sibling to pick to hurry up your son/daughter as it interrupts our last prayer and good-byes.

Every Friday there is a half-day, which begins at 8:15 and ends at 12:15. Again, we will strive to be out on the lawn between 12:15-12:30, ready to be picked up. In spite of any delay on the part of the kindergarten class, we do not have after-school care service, so please pick up your child on time or arrange for someone to pick up your child. In the morning, all children meet at the computer lab and sit in a line by grade, they will be escorted to their classroom at



around 8:15-25. They will enter the classroom through the door facing the playground. The other door is for the staff only.

If you are running late in the morning and wish to escort your child to the class, please use the door facing the playground, since the other door causes a distraction and interruption of the lesson and is for staff only.

On rainy days, your child will be escorted to the computer lab and may be picked up from there. If the weather is harsh, we may stay in the Kindergarten-First grade classroom, so you would need to come to the class to pick up your child.

#### **Designated to pick-up:**

Please make sure you walk to the front lawn area to pick your child up and make sure the teacher on duty is aware that he/she will be leaving with you or designated person. If there are any changes in the designated person, please inform the office and teacher, both, to update your file.

#### **Lunch and Snack:**

Every child should pack a nutritional snack in a soft lunch pail for snack time. Additional food should be packed for your child's lunch unless he/she purchased a cafeteria lunch. Each child will be observed to make sure they eat most of his/her snack. In the case when your child might have after school activities and will not have dinner for some time, please send me a text that you request we make sure that he/she stays during recess to finish all his/her food. During lunch, at the cafe, other staff members will be supervising, if your child says she/he is full, the staff will not obligate him/her to finish all of the lunch.



When preparing your child's lunch/snack, please try to include only healthy food items and minimize any sugar or high fructose corn syrup. If they did not get a chance to eat breakfast then please make sure your child's snack is a form of protein. Additionally, fruits and nuts are an excellent form of energy, nutrition, and fiber. Keep in mind that on occasion sugary items may be allowed such as class birthday parties or Valentine's day. Please let me know if you have any concerns about sugary items. Some Lunchables or packaged meals come with candy. Your child will be told that he/she may eat that after school and not during school time.

If it rains strongly enough that it becomes difficult to walk to the cafeteria for lunch, then we will remain in the class for lunch. We will arrange for someone to bring the meal to our class.

Please let me know if your child has any allergies. (eg. peanuts), even though you have included this information on the student application at the office.

### **Sharing snacks:**

For the first couple of weeks when we are unfamiliar with allergies and dietary restrictions, we will state that sharing is not allowed. After a few weeks we will encourage children to be kind and sharing with other children, in many ways. One of them may be sharing a snack, however, if your child wishes to bring a snack to share, please mark the snack as a shared snack. On the other hand, if your child does not bring their own snack and is relying on other students to provide a snack for more than two days, a message will be sent home.



### **More on snacks:**

### **Snacks for the class:**

If on any occasion you are feeling generous and happen to be at the grocery store, please send with your child on Monday, we will call it the class snack, a bunch of bananas, apples, pears, and/or crackers (e.g. fish crackers, ritz crackers). Any child that feels hungry and has finished the snack you sent with him/her, they may have a class snack.

### **Cafeteria:**

Currently, Mrs. Osorio has volunteered to handle the cafe lunch menu, purchase and cook food for the entire school. She is paid through a separate budget directly to her. Please make sure that you have made payments to the office in advance for your child's lunch. If on a rare occasion you are unable to prepare a lunch for your child, please let the office know in the morning so that Mrs. Osorio may purchase additional ingredients to prepare for your child's lunch.

If your child has eaten all his food in his/her pail and is still hungry. Unless you advise us not to do so, we will let your child take some food from the cafe and send you the bill. For underprivileged children or situations beyond the family's control, we have an emergency lunch budget. The emergency lunch is paid for by your Kindergarten teacher or by optional donations from you at the beginning of the school year. You are not expected to pay it back.

### **About Sweaters and Jackets:**

All sweaters and jackets must have your child's name on it. You may use a fabric marker or sharpie or you hem a name tag. All unidentified jackets will go to the "lost and found" by the end of the week, which is located in the office. This year as part of the supply



list we are asking that each Kinder-1st grader bring a school colored zippered with hood sweater to keep in the class in case of not remembering to bring a sweater. They will be washed periodically.

### **Restroom:**

Since this is Kinder-First grade, your child is expected to be potty trained. It is understandable that there may be accidents, so please make sure a change of clothes is available in a gallon size ziplock bag. If your child has used up his/her change of clothes, make sure to send another set in a ziplock bag and with your child's name. Mark all clothing with your child's name on it. Due to limited staff, if your child were to have a "# 2" accident, you may receive a message to come to school and attend to your child. If you or a family member are not available to come, we will manage the situation and notify you anyway.

Please reinforce potty etiquette at home such as to flush before leaving the restroom, where to put the toilet paper, putting on pants before leaving the restroom area and not talking in the restroom. Also, another rule we have is not to address the class or classroom friends to his/her attention while walking to the restroom area. Restroom talk is discouraged at all times.

### **Our Day:**

In general, the first part of the day will focus on new learning of math and phonics through visuals, singing, worship and memory work. After lunch, we will be winding down to nap time (early in the school year), read aloud, review, writing workshop and more worship. Lastly, we will alternate in topics of science, history with art. We will also have plenty of playtime and exercise.



### **Typical school day:**

8:20-8:45 Get ready to learn, put away backpacks and jackets, etc. opening song and prayer

8:35-9:00 counting, sing songs, Bible memory work, lessons on board/enrichment

9:00-9:30 table work: phonics workbooks and reading

10:00-10:30 snack time

10:30-11:00 recess (may include one on one reading time)

11:10-11:30 return to the classroom, meet at the carpet and begin math lesson on the whiteboard

11:30-11:50 table work: math worksheets, Prayer

12:00-12:30 Lunch

12:30-1:00 recess

1:00-1:30 Storytime and Bible story

1:30-2:00 nap or read quietly

2:00-2:45 review concepts/games/art/sing/science/writing workshop

2:45-3:10 recess

3:10-3:15 prepare to go home, Prayer

### **More on academics:**

We will be covering a lot of memory work through song. Some memory work may be on topics the kinder may not fully comprehend, however they will be able to absorb facts to lay the foundation for future retrieval. Each child will be at different learning levels and progress at different paces, the curriculum will be catered to your child's specific abilities so that he/she can continue to grow academically with no limits. This being said, your Kindergartener may be



doing 2nd and 3rd-grade math concepts effortlessly and your First grader may be doing 3rd and 4th grade math concepts.

### **Backpacks:**

- Kindergarten:

Please make sure you provide a very large backpack. Although homework will be due on Friday, the backpack must contain your child's homework in progress inside the homework folder that will be provided. When the time comes and your child starts the phonics program, your child's backpack will also contain a primary phonics reading books that should be returned and signed daily for credit. The backpack will also contain your child's soft lunch pail and a jacket/sweater if he/she is not wearing it.

- First-Grader

Depending on our budget, First-Graders may take home actual textbooks and workbooks. After a couple of weeks of assessment, we will issue spelling books. A message will be sent out to let you know which page numbers your child must do at home.

### **Chapel:**

Every Wednesday (8:30 am) and Friday (9:30 am) we will be having Chapel in the morning. If you wish to have a copy of some of the chapel songs, please feel free to request it. We will also practice one chapel song in Kindergarten every month. Please go over that particular song so that your child may sing at the chapel with confidence. Chapel songs may be posted on our website.



### **School-wide events:**

Our school provides weekly newsletters on Friday, called "**Friday @ AUS**", which contains information on fundraising, weekly events, field trips, lunch menu, and reflections. Please expect to participate in "spirit days" and field trips. The newsletter will be posted on the website. Due to the busyness of class, a reminder may or may not be sent out about school-wide events so please always refer to the "Friday @ AUS" bulletin. To save on paper the "Friday @ AUS" will be posted on our website by Sunday before the school week starts.

### **Field Trips:**

Thus far, all field trips have been school-wide field trips. That being said, not every field trip will be geared for Kindergarten-First grade level understanding. Nevertheless, your children will always learn social and behavioral skills on any field trip so whatever trip it may be it is worth the adventure of going out as a group. Since we do not have a school bus or van, we will most commonly ask that you help with transportation for your own child and other children. At the Kindergarten level, it will be needed that at least one parent accompany your own child. We may be escorting through a field trip in groups or we may separate by family or car.

### **At home prepare the "soil"**

To be an effective learner, your child needs certain accommodations. Please help your child have a regular routine for homework and bedtime, make sure your child has a good breakfast to start the day, reduce stress at home as much as possible, and use encouraging words. It is commonly heard that the whole idea of going to school has a negative connotation. However, at this particular kindergarten, we will take on a "paradigm shift" and



take the whole idea of going to school in a positive light. Therefore, please keep the language at home, speaking positively about kindergarten-first grade class and homework. This helps them to feel confident and happy about coming to school. Furthermore, please do not use homework as a tool of punishment but rather a fun and exciting time to learn.

The cover page on the homework packet will include the information on the memory work that child must memorize for the week. It is absolutely crucial that you sit with your child and make sure he/she knows the memory work. He/she will be rewarded at school with affirmation and his/her self-confidence will bloom.

#### **Playground safety:**

We will be vigilant in watching over the kids in the playground. Nevertheless, as a consequence of their growing bodies, the weather, nutrition, balance, and etc. (a myriad of factors) they may fall or bump themselves within seconds. We will send you a text, right away, of any serious accident. We will constantly remind our kids about playground safety rules.

#### **Campus Safety:**

Our school will remain a closed campus and only qualified volunteers will be allowed to come on campus. Therefore, no parents, family, and friends are allowed on campus without prior authorization. Children are taught not to speak to strangers who are passing by our gate. We are also implementing a "no-go zone," certain areas of the school students are told not to play at.



### **Rainy days:**

We will be playing in the classroom. They will have permission to take off their shoes and will have to follow indoor playtime rules. We will have a rainy day schedule with longer periods of recess and academics. We will also have indoor exercise.

### **Picking up your child before the end of the school day:**

Our school is not an open campus. This means that you must let me know that you will be coming on campus and the reason. If I have not responded to your message it means that I am occupied with the children and might not have seen your message. Please be advised that as soon as you arrive at school and have directed your child's attention away from the class routine then you have become responsible for your child and you should proceed with safety measures on campus. Additionally, you must sign the "early pick up" form in the classroom. Furthermore, if you are at school and intend to pick up your child during school hours, please be aware that the teacher will continue with the class routine so that the rest of the students are not interrupted. Please knock and enter through the door facing the playground. Please keep the conversation with a teacher or your child brief so as to not interrupt the flow of instruction.

### **Seriously, communicate, communicate, communicate:**

As mentioned before it is absolutely crucial to your child's proper development that you interact with the teacher by showing your "presence" as parents. This means reading all ClassDojo announcements, sending messages through ClassDojo, viewing the website, signing and returning the reading log and materials, following through with any teacher request, homework returned, the child is going on the website and learning the memory verses and



songs, the parent is supervising the child with homework, parent is replying to messages.

Please be aware that this particular Kindergarten is not a Day Care or babysitting program, you will need to invest your time, patience, love and partnership with the teacher.

Specifically, this is a God-Centered and Child-Centered accelerated Kindergarten class. Your child may comfortably be able to progress by the middle of the school year up to 2nd to 3rd-grade math and 2nd-grade reading, but it may only be accomplished because of our partnership. Remember, your child is an intelligent being that God created and needs to learn and grow academically and spiritually but it requires both parents and teachers to be on the same page. Therefore, if your "presence" is not noticed, then it may seem that you are neglecting your child's education and well being and we may need to meet and come to an understanding of your goals for your child's future and whether this wonderful Kindergarten class is in line with your goals.

### **ClassDojo**

We will with communication app called "Class Dojo" that may be downloaded on your smartphone or tablet. Please feel free to text me any time through Class Dojo. During school hours, a reply may be delayed due to the class being in progress. Announcements may be sent during recess, lunch or after school. Please send me a message if there is something you want me to see in your child's backpack such as permission slips, an extra change of clothes or donations or "box tops."

Photos and Video taping of your child will be posted on ClassDojo. This is an exciting way so that you may see your child in action. A photo opportunity will be posted when your child has made it over a learning hurdle or has completed a workbook. However, there may be



a day that you do not see your son/daughter posted. It doesn't mean that your child is not progressing at school, it just means that a whole lot of learning is going on and your teacher cannot video tape and teach at the same time. At times only half the class will be featured on some days and the other half on another day. If you are concerned about your child's progress please send me a message.

Messages will be sent to you personally regarding your child's progress, behavior, or any issue that is in need of attention. At times, a message will be sent to you about what your child needs to work on specifically, whether it be an academic hurdle or a behavior/spiritual issue.. Take note, that the purpose of the message is so that you can help your child in the growth he/she needs at home and while I work with him/her at school. Every day is a new day and we are renewed with God's spirit, so if your child has issues today, it doesn't mean that he/she will tomorrow. The point is that we may work together for a better outcome at school. Remember I am by your side seek your child's best interest.

### **Tardy/Absent! (see AUS handbook)**

Please send me a message, if your child will be absent/tardy and the reason. Otherwise, it may be recorded as an unexcused absent or tardy. If your child has a sibling at school please do not assume that I will be aware of the reasons for your Kinder's absence.. Your kinder is a separate individual and has a separate teacher who should be informed.

### **Child's Progress!**

For a full review of your child's progress, we will have Parent-Teacher conferences during the school year, where we can discuss your child's progress in detail. However, if you would like to discuss your child's progress throughout the year, please send me a message to



visit with me after school for a quick overview of how your child is doing. If there is a concerning matter or an area that your child needs to work on, I will approach you when you pick up your child or may send you a message, so that you can focus on helping your child at home. Remember, this is a partnership between parent and teacher to help your child grow academically and spiritually.

### **Contact Info!**

Please be aware that apart from the registration paperwork that you have filled in at the school office, there is still contact information required by your kindergarten teacher such as best cell phones, emergency contacts, emails, authorized to pick up, and allergies. So even though you have given that info to the office, you must fill in the kindergarten contact form provided by your teacher which may be in paper form or fill-in the pre-registration on our website. Lastly, if you change your phone number at any time, please inform your Kindergarten teacher as well as the school office. Informing the school office alone isn't sufficient and may cause gaps in communication.

### **Holiday Celebrations:**

Most, if not all holidays have pagan origins. That being said, due to the obvious, we do not celebrate Halloween nor encouraged to do so. Your family may have other views about this holiday and this may be your personal walk with the Lord. Just to say, some churches have found how take the opportunity by passing out "glow tracks" on Halloween day, which are Bible literature tracks. Your child may be excited about church activities and that will be encouraged. Similarly, at school, other holidays will open an opportunity to spread God's love such as Christmas and Valentine's Day, so we do celebrate those holidays, but of course,



guiding them to Biblical values. The idea that Santa Claus is a true person is discouraged. Thanksgiving, Father's and Mother's day have no rebuttal. We do recognize some patriotic holidays. Always giving a Christian viewpoint on each holiday.

### **Teeth:**

Your child may lose a baby tooth during school time. If possible, the tooth will be saved in a container or ziplock and sent home with your child. Some families have told their children about the tooth fairy as if it were true, however at school we tell them that it is just fun to play as if it were true but it actually your family member that places money under the pillow.

### **Keep your child at home if she/he has:**

- Fever
- Headache
- Conjunctivitis- "pink eye"
- Ear infection
- Contagious illness-such as the "chicken pox"
- Lice- A doctor's note required to return to school.
- Excessive Coughing
- Influenza-constant mucus flowing out and sneezing
- Stomach Flu-vomiting and diarrhea

It is understandable that your work schedule may not always work with your child's illness. I recommend that you have someone as a backup care provider for those sick days.



It may be your Kindergartener does not want to stay home since there is a lot of exciting learning going on and he/she wouldn't like to miss out, however it is best that your child is completely healthy before coming to class so that they may focus and enjoy their learning time more.

**Excessive sleep deprivation:**

Keep your child at home if your child did not get at least 8 hours of sleep. If they are too exhausted, irritable and sleepy they will not be able to be happy and ready to learn. If your child is falling asleep at the table or carpet then this means that your child needs to rest at home. Of course at the beginning of the school year, we will have nap time and it is natural for some children to feel like they need a nap, however, if there are unusual sleepiness such that your child demonstrates an excessive amount of sleep deprivation, you may be called to pick up your child from school.

**Speculative Learning disabilities or variances:**

At the Kindergarten-First grade age there are no mandates that define a child as having a learning disability even in the public sector until about the second grade. Professionals may notice a deviance in the child's learning abilities and may suggest that a child be placed in a program that will help provide better resources to accommodate for that variance. Our school does not have the special education teachers nor resources to accommodate for special learners. It is recommended that you seek public help if you or other professionals have advised you to do so. However, depending of the case, God provides a time of correction in the child development. We cannot definitely say that a child is dubbed with a learning disability when he/she is still maturing in that region of the brain. Through



faith and love as modeled by Jesus we can achieve great strides. Nevertheless, be aware that any extraneous tasks that the teacher is put through to help mold your child should not take away the attention of other children in class who are equally there to learn, they are just as important. Therefore, parents of children who may have a learning disability need you put forth an extra effort to guide your child at home and understand that the teacher can only teach and differentiate learning to a degree that is beneficial to all students. If you agree to this, we can work together to find solutions for your child's learning without taxing the rest of the students.

#### **School-wide fundraising:**

We will be asking the children to collect and bring "Box Tops" found on many General Mills products. The school will tally up the amount of "Box-Tops" brought. Periodically, the class that brings the most will be given a treat. The school also collects monetary donations. We sometimes say this is money for Jesus' school, AUS. In the morning, your child will be asked if he/she brought any donations for the school, which also be tallied. Please instruct your child to give all lunch money to school officials in the morning when they line up at the lab. The money for Jesus' school can be given to the teacher in class.

#### **Money collection:**

All school wide money collection goes to the staff in the office for example money for field trips, etc. All collection for Kindergarten only goes to the Kindergarten teacher, for example money for prizes.



### **Birthday Parties:**

If you would like the class to celebrate your child's birthday, you may bring a cake or cupcakes. Please let me know ahead of time if you would like the class to celebrate your child's birthday. Birthdays are usually celebrated at the end of the school day in or near our classroom. If you would like the whole school to celebrate the birthday, it may be done at lunchtime, but keep in mind to have enough birthday foods for the entire school.

### **Volunteers: (see AUS handbook)**

Parents! This is your opportunity to help at our school! However, there are some requirements before becoming a volunteer. We may require background checks and fingerprints, please see the front office for details..

Once qualified, as a volunteer, you must check in at the office and receive a volunteer tag. You must schedule volunteering ahead of time. You may help the teacher or may want to teach the class a topic of your interest. Please speak to me when your topic lesson may be incorporated. For example, we may be covering lessons on measurement with teaspoons and tablespoons. If you can teach a cooking class then we can incorporate your lesson and learn about measurement alongside.

When volunteering, although you will be able to observe your child, the purpose of volunteering in the classroom is to become a teacher's aide and to help out, not to just observe your child and the teacher.

School-wide, we have a great need monitoring during lunch time and recesses so that teachers may go in the classroom to prepare. eat and recharge. Again, only if you are signed



up for volunteering are you allowed to stay on campus during the scheduled period of time.

Also, before and after school monitoring are also welcome again just let us know.

### **Church Visits:**

Please expect to reserve one Sabbath a month to visit another church that is not your home church. Your child may be asked to sing along with her/his fellow Kindergarten friends during Special Music.. We will learn many memory verse songs and other Bible songs thereby making it easy for your child to be ready to bless others with praises for the Lord. Please help your child learn proper behavior in the Lord's sanctuary.

### **Kindergarten Graduation:**

Every year that I have taught I feel that with my whole heart, I wish I could keep teaching your kids forever. Since I homeschool my own children my teaching style typically leans toward a genuine relationship with your child and provide a sense of stability and consistency. I feel that your child becomes an extension of my family. It aches my heart to have to see them go, however, we need to celebrate their accomplishment of completing this unique "without boundaries" kindergarten class. I mean, not any kid has been so privileged to have learned skip counting up to the 15, squares and cubes at the kindergarten level!

Be aware that as it comes close to this event, children may react differently to cope with the whole idea of transitioning to 1st grade. Studies have shown that outside of the immediate family, early childhood classrooms, like this one, are often the most stable and consistent institution in the lives of children. Therefore, signs of denial, defiance, sadness, and restlessness may present themselves. Please help your child by reminding him/her to be of good behavior and reassuring them that they will see his/her Kindergarten teacher again at



recess next school year and may always stop by for hugs. Help them to keep in their heart all the Bible memory verses and academic memory songs they have learned in our Kindergarten class in her/his heart and they will be able to feel that stability.

Now, remember the graduation event is a parent project! The teacher will provide the music and protocol, however, the decorations, food, and location will be all arranged by you, parents. It will not be up to the teacher alone to organize the event. So at the end of the school year, we will have meetings to come together to make this once in a lifetime event, memorable.

#### **First Grade Promotion:**

I believe that at the end of this First Grade, with God's help, your child will continue to grow academically and spiritually. It will be time to celebrate and acknowledge their accomplishments. I will let you know as the time comes how we are going to integrate first grade as a promotion to second grade.

#### **Home and School organization:**

Our wonderful school has a "Home and School" organization that works much like a PTA of public schools. They are a group of parents that volunteer to be involved with raising funds for school improvement. If you are able, I encourage you to attend, participate, and voice the needs of Kindergarten-First grade. K-1 parent representatives are needed especially because it at this time in your child's elementary school journey is most important as it is foundational to all grades.



### **In Conclusion:**

Thank you for reading through this exhaustive information. It all boils down to "partnership." Just make sure you are helping your child by being on top of memory songs and school work, doing this by visiting the website daily and reading all the ClassDojo messages. If you do the above you will be amazed by your child's spiritual and academic growth this 2019-2020 school year.

Once again thank you for this opportunity to serve the Lord through your child. Your child is so precious to me and most importantly to our Lord. You will be amazed at your child's growth this school year and will be in awe of God's handiwork. If at the end of the year you are moved in your heart to send me recommendation letter please do so, that would be the greatest gift back to me so that I may forward this to my superiors and they may value my work for the Lord..

Your child is ... "the light of the world, let (his/her) light shine before men, that they may see, (his/her) good deeds and praise your Father in Heaven, Matthew 5: 14, 16"

With love,

Mrs. Chavez,

Your Kindergarten teacher [www.adventistunionschool.com](http://www.adventistunionschool.com)