

Pre-K Center Program Orientation 2020-2021

Mary W. Howe Pre-K Center Principal: Jordan Steinhilber Asst. Principal: Michelle Manis

Welcome

- Congratulations on completing the application process and welcome to our school family.
- We are the home of the Bears!
 - We say "No matter what, no matter where, It's A Great Day to Be A Bear!"
 - #itsagreatdaytobeabear



Howe Pre-K Orientation and Title 1 Family Meeting Meeting Agenda

Purpose: To welcome you and familiarize you with Howe Pre-K Center

Agenda:

- Orientation to Howe Pre-K
- Title 1 Parent Meeting
- Paperwork
- Instruction
- Transportation
- Discipline
- Parent Involvement
- Resources

Facilitated by Howe Pre-K Staff for all parents/ caregivers



Introduction

- About Howe Pre-K Center
 - New Hanover County School
 - North Carolina Pre-K Program
 - Title 1 School
 - 5 STAR Licensed Child Care Facility
 - Not a Daycare Center



- Follow most stringent rules and regulations from:
 - New Hanover County School Board Policies
 - Department of Public Instruction (DPI)
 - Department of Health and Human Services (DHHS)
 - Division of Child Development and Early Education (DCDEE)
 - Health Department

Review of Family Handbook & Policies Title I Information What is NC nome and school connection is vita o our students' success in school. Here inaton

Family Handbook

- parent's responsibility to read
- contains policies and procedures we follow
- aligned to all of the rules and regulations

Mary C. Washington Howe **Pre-Kindergarten Family Handbook** 2020-2021



Class of 2034

1020 Meares Street Wilmington, NC 28401

are some ideas about how our school and families can support students.

n the classoom

Howe Pre-K Team will ork with families to support students' success in ll areas of development.

ome of our key connections with families will be Send home weekly newsletters and monthly homework calendars

- Send home books to read
- Provide volunteer opportunities for classroor participation
- Communicate daily through home school communicator

Celebrate your child's success!

Pre-K?

The NC Pre-K Program is designed to provide high-quality educational experiences to enhance school readiness for eligible children who are 4 years old by August of the current school year.



Contact us: MARY WASHINGTON HOWE PRE-K CENTER 1020 MEARES STREET

WILMINGTON, NC 28409 (910) 251-6195 JORDAN.STEINHILBER@NHCS.NET MICHELLE.MANIS@NHCS.NET HTTPS://HOWE.NHCS.NET FACEBOOK - MARY WASHINGTON HOWE PRE-K TWITTER- @PREKHOWE INSTAGRAM- @HOWEPREK



Mary Washington Howe Pre-K Center Its a great day to be a Bear! Jordan Steinhilber, Principal Michelle Manis, Assistant Principa

Title 1 Compact

- agreement between school & parents
- highlights partnership opportunities -
- quick overview of what Howe offers our learning community

Paperwork

Green Sheet:

- NHCS Student Information Form
- Off-Premise Activity Authorization
- Prevention of Shaken Baby
- Receipt of Policies

<u>White Sheets</u>:

- Home Language Survey
- Technology Packet
- FERPA
- Occupational Survey
- Policy 8410 Student Discipline

e	· · · · · · · · · · · · · · · · · · ·	New Hanover County Schools age Survey Form/Formulario sobre el id ck pen only/Por favor complete este formulario ión sobre el Middle Name (Segundo Nombre):		ellido):
NEW HANOVER COUNTY Student Information Form School Year (Please Print)	r Schools	(offi Pupil #:	ce use only)	tha de Nacimiento):
STUDENT INFORMATION:	it) (First)	(Middle) (Preferred First Name) Grade:		Jrado Actual):
Sex: M F Birthdal Home Address:		(Apartment #)		ided (Último grado
Mailing Address (If different from Has student ever attended a New If yes, which school and when	(Address)	(State) (Zip) (City) (State) h Carolina? Yes No NC Student ID #	(Home Phone) (Zip)	puestas
The U.S. Department of Education		(City) (State) (Phone) data. Please complete the two items befow: D Rican, South or Central American, or other Spanish culture regend		
RACE: Please check one or more of	the racial group(s) with which you identify.	Other Pacific Islander 🗆 White 🗖 American Indian or Naska N		
LEGAL PARENT/GUARDIAN: Relationship: Last Name: First Name: Lives with student? Ves with student? Set Address: E-Mail Address: US Military Call this phone 1 st : Call this phone 3 st ; Call this phone 3 st ;		LEGAL PARENT/GUARDIAN: Relationship: Last Name: First Name: Lives with student? Yes No If No, List address: Yes Workplace: US Military Call this phone 1 st ; Call this phone 3 st ;	home/work/cell Circle.one home/work/cell Circle.one home/work/cell Circle.one home/work/cell	

Forms were shared at Starter Pack Pick up. Additional forms were sent home to be completed and brought back to school at Resource Round-up Sept 16-18.

Communication

- Daily Home/ School Communicator
 - Overview of week
 - Information about the day
 - Parent Initials in the box
- Email
- Class Newsletters
- Parent Teacher Conferences and Home Visits
- <u>School Website</u> & Social Media
 - Teacher Webpages
 - <u>Twitter</u>
 - o <u>Instagram</u>
 - <u>Facebook</u>

Howe Pre-K Ce	nter Home/School Commu	nicator 🔊
Student:	Teacher/TA:	
This week we are studying		
Teacher	Student	Parent
1 2 3 4 4 5 1 5 1 S	nday (dote)	, arcin
Let's celebrate what your child	Let me tell you what I did today!	Parent Signature/Comments
accomplished today:	10 N	1000
Tue	sday(dote)	
Let's celebrate what your child	Let me tell you what I did today!	Parent Signature/Comments
accomplished today:		
Wedn	and any	
Let's celebrate what your child	Let me tell you what I did today!	Parent Signature/Comments
accomplished today:	Let the real yes interview	i dieli ografarej oanne
Thur	sday (date)	
Let's celebrate what your child accomplished today:	Let me tell you what I did today!	Parent Signature/Comments
accomplished lobby.		
Frie	day (date)	
Let's celebrate what your child	Let me tell you what I did today!	Parent Signature/Comments
accomplished today:		
Other Information:		

Attendance

Pre-K Calendar

- Different from other calendars
- School Times
 - Arrival 7:15 AM 7:45 AM
 - O Dismissal 1:45 PM 2:00 PM
- Attendance and Tardies
 - o 3 Day Rule
 - 8:15 AM arrival cut off unless medical appointment
- Dress Code
 - Wear seasonal clothing
 - Dress to play and have fun
- What to Bring Each Day

Appendix

Student Dress Code Policy 8520

5. 5.	Ju	ıly :	2020	D		2020-2021 Approved 6/16/20	5	J	inu	ary	20	21	2	leanliness and dress that are compatible
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12 13	14	4 15	16	17	18	JULY 34th July Holiday Observed	10	11	12	13	14	15	16	
19 20	21	1 22	23	24	25	AUGUST	17	18	19	20	21	22	23	f percend bygions shall not be permitted
26 27	28	8 29	30	31		10-12Designated Teacher Workdays 13-14Undesignated Teacher Workdays	24/31	25	26	27	28	29	30	f personal hygiene shall not be permitted
	Aug	gus	t 20	20		17-18Designated Teacher Workdays		Fe	brı	ar	y 20	021		at to the health or safety of others .
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2 3	4	1 5	6	7	8	SEPTEMBER 7Labor Day Holiday	7	8	9	10	11	12	13	
9 10	1	1 1	2 13	14	15	OCTOBER	14	15	16	17	18	19	20	
16 17	18	8 1	9 20	21	22	5Designated Teacher Workday	21	22	23	24	25	26	27	
23/30	2	5 2	8 27	28	29	NOVEMBER	28							ist completely cover undergarments.
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	1	2	3	4	5	26-27 Thanksgiving Holidays	-	1	2	3	4	5	6	not be allowed;
6 1	8	3 5	10	11	12	DECEMBER 18Designated Teacher Workday	7	8	9	10	11	12	13	not be anowed,
13 14	15	5 1	6 17	18	19	21-22Undesignated Teacher Workday	14	15	16	17	18	19	20	orn in the building except for medical
20 21	22	2 2	3 24	25	26	23Vacation Day 24-28 Christmas Holidays	21	22	23	24	25	26	27	off in the building except for medical
27 28	29	9 3	0			29-31 Vacation Days	28	29	30	31			1.12	
(Dete	obe	r 20	20		JANUARY 1New Year's Day Holiday			Ap	il :	202	1	-	ials, symbols, or wording that is obscene,
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4 5	6	5 7	8	9	10	FEBRUARY 17 End of Winter Assessment Period/TS Gold Checkpoints	4	5	6	7	8	9	10	
11 12	13	3 1	4 15	16	17	18-19 Home Visits	11	12	13	14	15	16	17	lisplay identification cards with their
18 19	20	0 2	1 22	23	24	MARCH 5Designated Teacher Workday	18	19	20	21	22	23	24	unds; and
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20 2	_	100			20	Staggered Enrollment Home Visits RLD	20	21	22	30	24	25	20	
21 20	23	9 3	31	×			21	28	29	30				

Health & Safety

- NC Health Assessment (yellow form)
 - due by October 1 Ο
 - Extra copies are available in the office
- **Required Immunizations**
 - due by October 1 Ο
- Health Screenings (Hearing, Vision, Heights & Weights)
 - will be completed during the school Ο vear
- Prevention of Shaken Baby and Abusive Head Trauma Policy

JUILI N.C. Health Assessment/Required Immunizations

North Carolina General Statutes #130A-440 and #130A-155 state all students enrolling in public school must provide a certificate of immunization and a health assessment completed by a physician. ALL students enrolling into the N.C. public schools for the first time must submit proof of a health assessment completed by a physician. documentation is not presented on or before the student's first day of school, the principal shall present a notice of deficiency to the parent or guardian. The parent or guardian shall have thirty (30) calendar days from the first day of nination of thirty

New Hanover County Schools Early Childhood Education Program Prevention of Shaken Baby Syndrome and Abusive Head Trauma Policy

een presented nty Health munizations as

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ol attendance. hirty (30) calendar ol unless the

ed to school.

nsed to care

. vomiting e tone. Bruises

Belief Statement

We, NHCS Early Childhood Education Program, believe that preventing, recognizing, responding to, and being required to report shaken baby syndrome and abusive head trauma (SBS/AHT) is an important function of keeping children safe, protecting their healthy development, providing quality child care, and educating families

-	NEW HANOVER COUNTY SCHOOLS EARL Personal Data HEALTH ASSESS	MENT REPORT	n infant or small child is violently shaken n result in severe injury or even death ¹ .
PAPENT COMPLETE	Child's Birthdate (mm/dd/yyy): Sex: 1 Male 2 Female County of Residence: Zip Code: School your child will be attending: Place where your child gets regular health care: 1 Health Department 4 Private Provider/HMO 3 Community Health Center 6 We regular place	Race: 1 Other/Non-White 5 Chinese 9 Other Asian 2 White 6 Japanese 10 Uknown 3 Black Pacific Hander 9 Pacific Hander Hispanit/Gutino Origin: 7 Yes 2 No Child has: 2 No 3 No Insurance 2 Mixteles Name: 4 Other: 9	0608) each child care facility licensed to ca BS/AHT ² . I/or high pitched crying, difficulty staying head, seizures, lack of appetite, vomiting track and/or decreased muscle tone. Br
	Date of Health Assessment: I Image:	Health Charles Services: S: (Please check all that apply) with a Physician's Medication. Authorization Form Selcures Convolsions* Stickle Cell Anemia SpeechVLanguage Tuberculosis @AR-Risk for TB Wision Disorder Other: NONE	e director.
PROVIDER COMPLETE	Hemoglobin: DATE: RESULTS:	npleted in order to fulfill NHCS program requirements.	
	Hearing 100 Hz 2000 Hz 4000 Hz Screening Tool Used? II 0.ALS II 0.ALS II 0.ALS II 0.ALS II 0.ALS Laft II 0.ALS II 0.ALS II 0.ALS II 0.ALS Laft II 0.ALS II 0.ALS II 0.ALS II 0.ALS Maine and any forgunary in whither are at 2000. III 0.ALS III 0.ALS III 0.ALS Waight Laft Laft Laft III 0.ALS III 0.ALS Weight: Ds. Height: III. III. III. III. Weight: Ds. Height: III. III. III. III.	1 Pas 2 Schedules for mo-acreen due to middle ear fluid Receiver apt. mweek. 3 Schefung to autioodystEMY (check if yes) 6 not check state and the state state and the state	
	Body Mass Index (BM) for age: 1 Underweight (+ 5%lie) 2 Naahty Weight (5%lie to <35%lie)	Lungs Cardiac	

Injuries and Incidents

- Accidents happen!
- Form used to document:
 - o blood
 - bruises
 - o bumps
- Please sign and return to the school.

	INCIDENT	REPORT	FORM	FOR DCDEE Incident Num Date Keyed:_	iber:
Facility Id#	Facility ID	Name			
Consultant Name		Date			
Family Child Care Ho	me 🗖 Child Care C	enter Count	v Name		
Date/Time of Incident	Child	's Name	10	Sex	Age
Witness to Incident	Paren	nts Notified I	Зу	Time Notifi	ied
Piece of Equipment In	volved:	100010100	112.0.	1110111	121 00010
Indoors: Block	Furniture	Outdoors:	Bench	Climber	Fence/Wall
Cubby Door	Floor	Composite	Play Structu	re Deck	□ Swing
□ Medication □ Toy	Contraction Other Child	Contraction Other Chil			
□ Shelving □ Sink	□ Walker		□ Surfacing	□ Merry-G	
□ Steps □ None		Toy	C Other Ply	grnd Eqpmnt.	
Other:	-8	□ Vehicle	□ None □	Other:	
Cause of Injury:					
	it By or Bumped Into plinter/Foreign Object		□ Human E /Caught In	ite Sharp/P	
Type of Injury:					
Dental Injury					
	Fracture/Dislocation	□ Sprain/Str.	ain 🗖 Ot	her:	<u></u>
Burn Crush Body Part Injured:	Face Dislocation	Sprain/Str. Neck Foot/Ankl	Arm 🗆 Ha	her: and/Wrist/Finge her	er 🗖 Leg
Burn Crush Body Part Injured: Head Eye	Face □ Mouth □ Knee	□ Neck □	Arm 🗆 Ha	and/Wrist/Finge	er 🛛 Leg
Burn Crush Body Part Injured: Head Eye Abdomen/Trunk/Chest Where Child Received Clinic Dentist	Face □ Mouth □ Knee	□ Neck □ □ Foot/Ankl Hospital/ER	Arm □ Ha e □ Ot □ Onsit	and/Wrist/Finge	er 🗆 Leg
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Burn Crush Grush G	Face Mouth Knee Treatment: Doctor's Office d Where Incident t Reoccurrence	Neck Foot/Ankl Hospital/ER Occurred &	Arm Hi e Onsit	and/Wrist/Finge her e By Health Pro Received: e e ident Occurring	er 🗆 Leg ofessional
Burn Crush Grush G	Face Mouth Knee Treatment: Doctor's Office Other d Where Incident t Reoccurrence er er dian child Receives Medical T at a Child Care Facility th 7 Calendar Days to	Neck Foot/Ankl Hospital/ER Occurred &	Arm Hi e Onsit	and/Wrist/Finge her e By Health Pro Received: e e ident Occurring	er 🗆 Leg ofessional

Safety Measures



Safe Check Out

- Photo ID is REQUIRED and WILL BE CHECKED every. single. time.

Authorized Pick Up List

- If the person isn't on the list, they will not be permitted to pick up your child
- Changes must be done in writing.
- Car Tag exception you are authorizing by providing the car tag

Drills

- Required monthly fire drill
- Required lockdown drills
- Required tornado and severe weather drill

Compliance and Inspections

We have annual compliance visits from:

- State Child Care Licensing consultants at least 2 times each year.
- State Health Inspector at least 2 times each year.
- Fire Inspector
- District Personnel

AND SO...

- Please leave backpacks, purses, and other personal belongings locked in your vehicle. When you come inside to check out your child, please just bring your photo ID. You will be asked to return any additional items to your car prior to entering the building.
- Also NO BALLOONS, PLEASE!!!

FERPA - Federal Educational Rights to Privacy Act

- We are **only** permitted to communicate about a student with the biological or custodial parents or guardians.
- If a parent's name is on the birth certificate then they have equal access to the records and the child unless we have one of the following ON FILE:
 - court documentation
 - DSS paperwork
 - other legal paperwork that has been signed by a judge or appropriately notarized
- We cannot speak to you about any child other than your own.

Transportation- under Plan B

- Arrival Procedures
 - Car Riders line will be available 7:15 am 7:35 am
 - Walkers
 - Enter through front door and will be walked to classroom by staff members
 - Hand-to-hand delivery (students may not walk alone up to school building)
- Dismissal Procedures (Begins at 1:45)
 - Car Riders Meares Street
 - Parents must park on side of street behind buses/vans
 - Bus Riders Meares Street
 - Van Riders Meares Street
 - Walkers & Pedestrian Safety -
 - Front Exit Doors as soon as all car, bus and van students have been dismissed through the exit doors
- Bus Routes and Pick up Times (ID Required)
 - Patience for the first week or more
- Authorization for Pick-Up Form (Given out at Starter Pack Pick Up- Turn in at Resource Roundup)

New Hanover County Schools Preschool Transportation TRANSPORTATION POLICIES FOR PARENTS

- [] I, or a responsible adult on the emergency contact list, will be at the bus stop in the morning and afternoon to supervise and ensure the safety of my child.
- [] Preschool children must sit in the front row(s) of the bus.
- [] Preschool children may not sit with school age children except for siblings.
- [] I have provided emergency contact information for my child. If I do not provide emergency contact information my child will not be transported until it is received.
-] When the bus arrives at the school, the driver will not allow the preschool children to exit the bus unless the designated center employee is available to receive them.
-] When the bus arrive at the child's drop off site the driver will not allow the preschool children to exit the bus unless the designated responsible adult is there to receive them.
- If no one is at the drop off site to receive the child, the driver will return the child to the school and deliver the child to the principal or designee.

From : Mary W. Howe Pre-K Center	Child's Full Lega	al Name / Nombre Legal Completo del I	Nino
	I authorize Howe Pre-K to release my ch these people from this list, I will give a wri	tten notice to the staff. I u	nderstand these people must b
Teacher's Name:	OVER 18 and Photo ID will Yo autorizo a la escuela entregar mi nino a las siguientes personas. Si y	ll be checked prior to relea	
		Relationship	Phone Number / Nomero de Telefono
	1		
Parent Name/ Nombre de Padre:			
	2		
cell:			
ome	3		S. Sealer Market States and States and States
work:	4.		
Parent Name/ Nombre de Padre:	5		
cell:	6		
iome:			
work:	7		
	8.		
Parent Signature/ Firma del Padre	9		
Date / Fecha	10		

Teaching and Learning

- This is a real school, not a daycare center.
- State Approved Curriculum: Creative Curriculum
 - 5 Learning Components
 - Literacy
 - Mathematics
 - Science
 - Social Studies
 - The Arts
 - Technology
 - Center Based
 - Studies
 - Focus on child development in the following:
 - Social/Emotional
 - Physical
 - Cognitive
 - Language
- Learning Through Play
- Teaching Strategies GOLD Objectives and Assessments



Discipline and Behavior Management

- We have a Discipline and Behavior Management Policy
 - We believe in positive practices
 - We believe that behavior is communication
- We practice Conscious Discipline!
- Anytime that something happens to your child, you will want to know "what happened" to the other child. Due to student confidentiality reasons, please understand that we can only talk to you about your child.



Name of Center: MARY WASHINGTON HOWE Pre-Kindergarten Center

Parent Involvement

- Volunteering Orientation Required
 - In the Classroom
 - Field Trips
- Committees
 - School Improvement Team
 - Sign up if you are interested in being elected for the School Improvement Team
- Parent Support Groups
 - Survey will be sent home to identify interest area
- Sponsoring Howe Pre-K
 - Do you work for a or know of a company that might be interested in providing support for us? Please connect with us!

Look for more information coming soon about Parent Involvement. Due to COVID 19 restrictions, some events may be held virtually.



Family Events

Look for more information coming soon about upcoming events. Due to COVID 19 restrictions, some events may be held virtually.







Resources & Reminders

- We will collect all other information forms when you come to the Resource Roundup Sept. 16-18. Please bring those with you!
- All Health Assessments must be turned in ASAP.

Summary of the North Carolina Child Care Law for Child Care Centers

What Is Child Care?

The law defines child care as:

- three or more unrelated children under 13 years of age receiving care from a non-relative
- on a regular basis, of at least once a week
- for more than four hours per day but less than 24 hours.

It is only when all of these conditions exist that regulation is required. The North Carolina Department of Health and Human Services is responsible for regulating child care. This is done through the Division of Child Development and Early Education. The purpose of regulation is to protect the wellbeing of children while they are *away* from their parents. The law defining child care is in the North Carolina General Statutes, Article 7, Chapter 110.

The North Carolina Child Care Commission is responsible for adopting rules to carry out the law. Some counties and cities in North Carolina also have local zoning requirements for child care programs.

Star Rated Licenses

Centers that meet the minimum licensing requirements will receive a one star license. Programs that choose to voluntarily meet higher standards can apply for a two through five star rated license. The number of stars a program earns is based upon the education levels their staff meet and the program standards met by the program.

Child Care Centers

Licensing as a center is required when six or more children are cared for in a residence or when three or more children are in care in a building other than a residence. Religious sponsored programs are exempt from some of the regulations described below if they choose not to be licensed. Programs that operate for less than four consecutive months, such as summer camps, are exempt from licensing. Child care centers *may* voluntarily meet higher standards and receive a license with a higher rating.Centers will be visited at least annually to make sure they are following the law and to receive technical assistance from child care consultants.

Thank you for your time and attention!

This is going to be a GREAT school year!

