

SANGER ISD

TUITION-BASED PREKINDERGARTEN PARENT HANDBOOK



2023-2024



Tuition-Based Pre Kindergarten Program Parent Handbook

Welcome to Sanger ISD

Dear Parents:

The early childhood programs of Sanger ISD focus on the education and well-being of each individual child participating in a PreKindergarten program. In addition, we understand the importance of involving parents and are here to serve as your partners in the education and care of your child(ren).

The Jump Start Sanger tuition-based PreK program will follow the district calendar with extended breaks and holidays. The Sanger ISD inclement weather policy will also be followed.

Thank you for your support of the Jump Start Sanger Tuition-Based PreKindergarten program of Sanger ISD.

Sanger ISD Administration

Tuition-Based Preschool Program

The Sanger ISD Tuition-Based PreKindergarten Program currently offers a 36-week, school-based educational program for 4-year-old children. The tuition-based PreKindergarten program consists of children who qualify as well as tuition-based children.

Mission

The mission of the Jump Start Sanger (JSS) program is to ensure that all Sanger 4-year-olds have access to comprehensive, high-quality PreKindergarten options and support on a developmental continuum.

Working within the context of children, families, and communities, SISD is committed to creating an engaging learning environment that supports and respects the unique potential of each individual through best practices.

Because of common goals and high expectations, SISD is dedicated to building a strong foundation and igniting a passion for lifelong learning for children and their families in order to prepare them for the future.

Selection Criteria

- Children must be completely toilet trained at the time of enrollment.
- Children must be 4 years of age on or before September 1, 2023.
- Children must not meet the general criteria for state entitled PreK through one of the following: homeless, military, income-based, language acquisition, or foster care.
- Children must not be eligible for special education.
- Families must agree to the tuition and guidelines associated with the inclusive program.
- Parents must provide transportation.

Tuition

- Tuition may be paid monthly or by semester; the schedule is listed below. Checks, cash, or money orders are accepted. We also accept online payments; for the parents wishing to pay online with a credit or debit card, you can request more information. Payment should be made to Sanger ISD, on the memo line please write JSS Tuition: <your child's name> so the amount can be appropriately credited. Payment is due the first of each month with the exception of August or any month where the first falls on a weekend or a school holiday. Late fees will be assessed on the second business day after payment was due.
- If not paying online, payment should be sent in your child's folder or mailed to:

Sanger ISD - JSS Tuition, 601 Elm St., Sanger, Texas 76266

Per Child Tuition

Payment	Schedule	Amount
<i>Total</i>	<i>Annual</i>	<i>\$5,500</i>
Semester	Each Semester	\$2750
Monthly	10 Months	\$550
Weekly (only if prorated)	36 weeks	\$152.78

Payment Schedule

Payment	Due Date
PAYMENT 1: \$550 (Semester Payment 1 Due \$2750)	August 16, 2023
PAYMENT 2: \$550	September 1, 2023
PAYMENT 3: \$550	October 2, 2023
PAYMENT 4: \$550	November 1, 2023
PAYMENT 5: \$550	December 1, 2023

PAYMENT 6: \$550 (Semester Payment 2 Due)	January 8, 2024
PAYMENT 7: \$550	February 1, 2024
PAYMENT 8: \$550	March 1, 2024
PAYMENT 9: \$550	April 1, 2024
PAYMENT 10 (FINAL): \$550	May 1, 2024

Late Pickup and Late Fee Information

Late Pick-Up:

Children must be picked up no later than 3:40 p.m. Your child may feel insecure or experience anxiety if he/she is not picked up on time like the other children in the classroom.

If an emergency should arise and you cannot pick up your child on time, please contact the school immediately. It is your responsibility to notify one of the persons on the Authorization Release form to pick up your child. However, if your child is picked up after the last designated pickup time, a \$15 dollar late pickup fee will be assessed for the first 10 minutes, and \$2 dollars per minute thereafter.

[Additional forms for documenting late pickup and late fees will be completed at that time.]

Late Payment:

A late payment of \$20 per school day will be assessed on tuition up through 5 days starting the day after payment is due (late fees will not be charged for weekends/holidays); going beyond 5 calendar days will result in cancellation of participation in the program by the school district.

No more than two (2) total late payments will be accepted; after the second late payment, the district reserves the right to cancel program participation.

Non-Sufficient Funds Fee:

An additional \$50 will be assessed on any payment that results in non-sufficient funds.

Cancellation of Participation in the Program

By the school district-

A child's participation in the program will be canceled for the following reasons:

- Failure to make payment in advance of service.
- A pattern of late pickups.
- A pattern of late tuition payments.
- Failure to pay late fees.
- Cancellation of the program: The SISD Board of Education has the right, in its sole discretion, to cancel the program at the end of any semester of any school year.
- Continuous behavior that affects the learning of others.

By the parent-

A child's participation in the program may be canceled by the parents with two (2) weeks written notice to the campus principal. The family will be charged the weekly rate as reflected in the payment chart for the two (2) week period.

PROGRAM DESCRIPTION

Staff Qualifications

Classrooms are staffed with a teacher certified both in special education and early childhood. The classroom will maintain an appropriate student-teacher ratio. All staff have cleared the State of Texas background check.

Report on Child's Progress/Conference and Progress Reports

Parent conferences are scheduled once during the Fall Semester. Appointments should be made with the teacher to discuss your child's progress if needed. Conferences are available by request at any time.

Students will receive a progress report as determined by the elementary reporting dates. The report card will give parents valuable information on how well their child is progressing.

Your teacher will keep a communication log in your child's folder. It will contain communication topics for parents and students. This will also be a place for parents to ask questions or for teachers to inform parents of anything they need to communicate. Please leave these in the folder and do not remove them.

Parents are asked to immediately advise teachers of changes of address, phone numbers, or emergency numbers. It is also advised that parents let teachers know if there is a change in the child's home (hospital, illness, death, divorce, trip, new baby, etc). These events do affect children and their performance in class.

JSS Education Program

Special features include:

- Integrated, thematic curriculum organized on a continuum of how young children learn and grow, emphasizing early literacy and early mathematics skills.
- Literacy program based on current research on how young children acquire literacy skills.
- A developmentally appropriate practice that takes into account both age and individual appropriateness, and incorporates all learning domains and styles.
- Developmentally appropriate assessment that utilizes ongoing observation and systematic recording of the children's behavior to improve and individualize instruction and to communicate to parents children's growth and development.
- Parent involvement through education, training, and support.

Program Guidelines

All students enrolled in Sanger ISD must follow the SISD Student Handbook and Student Code of Conduct. These outline the specific policies and procedures for Sanger ISD students and is posted on the campus and district website. Students must follow Sanger ISD guidelines for behavior. If persistent negative behaviors interfere with the learning of others and consistently require an adult's supervision, the parent/guardian will be notified of a teacher/parent conference. If the negative behaviors persist then the student may be asked to withdraw from

the program and the parent/guardian's tuition will be refunded based on the prorated procedures.

If at any time the school staff determines the student may be a student with a disability, they will follow the district procedures for referral for an evaluation. If the student is evaluated and qualifies for special education services, special education services will be provided in the appropriate setting determined by the ARD. Tuition will be refunded based on the prorated procedures. Note: The parent/guardian has the option of denying services the child may qualify for. If a parent/guardian denies services, tuition fees will need to be paid.

Nutrition Education

Nutrition education is incorporated into daily activities. Science and math skills are developed as children learn to prepare foods or snacks, provided by request from the teacher through classroom communication or the school supply list. For instance, staff and children may prepare banana bread or "ants on a log."

Outdoor Activities/Motor Lab

The daily schedule includes going outdoors for large motor activities except during inclement weather. Your child should come to school **properly dressed** to participate in gross motor activities. It is required that children wear closed-toe shoes or tennis shoes with velcro.

Napping

A nap time of approximately one hour is provided each day. **A blanket for nap/rest time is recommended.** Your child may also bring a small doll or stuffed animal that will help him/her to rest or take a nap. These will be sent home on the last day of the week for parents/guardians to wash. These should be returned on the first day of the following week. Children who do not nap will engage in "quiet" activities.

Change of Clothing

Occasionally accidents do happen. For this reason, please keep a change of clothing (shirt, underwear, pants/skirt, and socks) in a clear plastic bag with your child's name written on the outside of the bag inside the student's backpack.

Full-Day/Full School Year Program

Students in the JSS PreK program will follow the Sanger ISD calendar; it can be accessed on the Sanger ISD website. The inclement weather policy applies as well. The daily schedule provides a routine designed to meet the needs of the children. Classroom schedules may differ; however, all schedules provide for:

- A balance between active and quiet activities
- Individual, small, and large group activities (centers)
- Outdoor play/gross motor
- A balance between child-initiated and teacher-directed activities
- Children being read to individually and in small and large groups
- Literacy rich classrooms to facilitate reading and academic readiness
- Meals - Breakfast (optional) and lunch are available for purchase from the cafeteria. Snacks are provided through a supply list or by teacher request (See Nutrition Education, Page 8). Water bottles, ice cream, and snacks are also available for purchase at an additional cost.
- Rest or quiet time

Health and Wellness

- The students will have access to a registered nurse.
- The classroom staff will follow universal precautions when dealing with bodily fluids.
- If a student becomes hurt or seriously ill during the day, all efforts will be made to contact the parent/guardian or person listed on the emergency contact list. If the parent/guardian or person cannot be reached by telephone, the student will be transported by ambulance to an emergency room and the parent/guardian will be held responsible for all expenses.
- Students must be free of fever (without the help of medicine) and communicable diseases 24 hours or have a doctor's release in order to attend school.
- Medications will be dispensed according to the district guidelines.
- Students aged four (4) years and older will receive vision and hearing screening.

Breakfast, Lunch, and Snacks

- Breakfast (optional) and lunch are available for purchase from the cafeteria. Water bottles, ice cream, and snacks are also available for purchase in the cafeteria at an additional cost.

- Snacks are provided through a supply list or by teacher request (See Nutrition Education, Page 8). If your student has special dietary restrictions, the parent/guardian is encouraged to provide the student with a snack.
- Occasionally the teachers may choose a cooking activity and request for parent/guardian to bring certain foods to school.
- If a student has any allergies, please notify the classroom teacher and the school nurse.

Materials and Supplies

At the beginning of each school year, the classroom teacher will send home a supply list; it will also be posted on the district and campus website. The supply list may include such things as tissue, notebook, folder, crayons or paper. Most materials and supplies will be furnished for the classroom. Parent/guardian will be responsible for the student's backpack, an extra set of clothing. Parents are encouraged to label backpack and clothing with the child's name. The school supply lists are posted on the Sanger ISD website at [PK School Supplies](#).

Curriculum

The JSS Program will follow the Pre-Kindergarten Curriculum which is based on the TEA PreKindergarten Guidelines. The program provides a language and literacy enriched environment with many opportunities for hands-on learning. For more information, visit the [TEA Texas PreKindergarten Guidelines online](#).

Daily Schedule of Activities

The classroom teacher will provide the parent/guardian with a general daily schedule. Students in the JSS Program will be included in the campus activities as much as is appropriate.

Attendance

The classroom teacher will keep documentation on attendance but this will not be reported into the state system. There is not a minimum attendance requirement. However, regular attendance is expected. All students are expected to arrive before the tardy bell, following the campus bell schedule. When your child(ren) arrives late it disrupts his/her learning and the learning of others. No adjustment to tuition will be made because a student is absent.

Dress Code

Students should follow the Sanger ISD dress code. Because of the active nature of PreK, students should wear clothing and shoes that allow for easy movement. It is advisable that your child dress in clothing that is easily washed since much of the time is spent painting, cooking, and exploring our world. Clothing should be easy for your child to remove for bathroom purposes. Appropriate clothing includes tennis shoes (velcro), pants, shorts, skirt (with shorts underneath), socks, and a shirt.

WORKING TOWARD KINDERGARTEN READINESS

To get ready for Kindergarten and beyond, Sanger's youngest learners need opportunities to develop **academic**, **social-emotional**, **language**, and **motor skills**. As learners, SISD students:

- Are engaged in intellectually stimulating work that is developmentally appropriate.
- Receive the support they need to do the thinking in a developmentally appropriate way.
- Are supported in learning and practicing developmentally appropriate social-emotional skills.

By the end of Pre-K they will have mastered or worked on the following skills:

Academic: Foundational Reading	Academic: Foundational Math	Language Development	Social-Emotional	Motor
Letter Naming <ul style="list-style-type: none">• <i>Can name X letters in a minute</i> Letter-Sound Correspondence <ul style="list-style-type: none">• <i>Correctly identify X/12 sounds</i>	Counting <ul style="list-style-type: none">• <i>Rote count to 20</i>• <i>Can count 10-20 objects</i> Numeral Identification <ul style="list-style-type: none">• <i>Identify numerals</i>	Students are understood by most people when speaking, but may mispronounce new or unusual words. Students make requests to	Students can follow classroom rules with reminders. Students can ignore distractions and interruptions while working.	Students can write their names. Students use a "pencil grip" to write. Students can cut using scissors.

Phonological Awareness <ul style="list-style-type: none"> • <i>decode 2 and 3 syllable words</i> • <i>Match beginning sounds</i> • <i>Identify onset and rime</i> • <i>Identify rhyming words</i> 	<i>to at least 10</i> Patterns <ul style="list-style-type: none"> • <i>Recognize and extend ABAB patterns</i> 	communicate wants and needs. Students follow two and three-step directions.	Students will change their plans if a better idea is proposed. Students can identify feelings in others and recognize causes of feelings. Students initiate sharing.	
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In school settings, SISD students practice these skills through a variety of ways including small-group instruction, meaningful play opportunities, and learning centers.

Sanger ISD teachers believe that it takes a partnership between home and school to develop a child in their early years. When we focus on what is developmentally appropriate for our youngest learners, they grow in these many different areas

Contacts

If you have any questions or concerns please contact your child's teacher, campus principal, or campus assistant principal.

	Butterfield Elementary	Chisholm Trail Elementary
Principal	Jill Morphis	Amanda Howland
Assistant Principal	Kimberly Mills	Drew Brown
Phone Number	940-458-4377	940-458-5297

Sanger ISD - Tuition-Based PK Program

Acknowledgment & Agreement

I, _____ (parent name), have read and understand the program guidelines for my child,

_____ (student name) for the 2023-2024 school year.

_____ I have read and understood the parent handbook.

_____ I have read and understood the payment schedule.

_____ I understand that my child(ren) must follow the Sanger ISD Code of Conduct and Student Handbook.

_____ I understand that my child(ren) will attend their Sanger ISD home campus for Kindergarten, no matter which campus where they attend PreK.

Signed: _____ Date: _____

Please return this form with the first payment.