

Universal Prekindergarten Handbook



Churchville-Chili
Central School District

139 Fairbanks Rd, Churchville, NY 14428
2023-24

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Churchville-Chili Central School District

DISTRICT MISSION STATEMENT

The Churchville-Chili Central School District challenges all students to strive for excellence while developing their unique talents and becoming respectful, resourceful citizens and contributing members of an interconnected global society.

DISTRICT GOALS

The Churchville-Chili Central School District, within its community to include our Board of Education, Superintendent, staff, families and students will strive to:

Teaching and Learning

- Engage all students in learner-centered instructional experiences based on state standards and rigorous district curriculum that leads to mastery on local, state, national assessments, graduation, and the transfer and application of learning into their lives
- Develop civic-minded, culturally respectful, responsible, well-rounded, goal-oriented graduates who strive to be lifelong learners

Wellness

- Foster social, emotional, and physical well-being in our school community

Communication

- Communicate effectively with stakeholders, emphasizing quality and service

Cost Effectiveness

- Promote cost effectiveness; develop and manage a budget that provides a quality education in a fiscally responsible manner

Equity and Access:

- Provide access and inclusivity for all to achieve equity

Safe School Environment

- Provide quality facilities that are well maintained

Safe and Secure Environment

- Sustain a safe and secure school environment

Technology

- Integrate and utilize technological resources to enhance and improve teaching and learning, communication, and school operations

DISTRICT CORE BELIEFS

The Churchville-Chili Central School District, within its community to include our Board of Education, Superintendent, staff, families and students believe:

- In treating each other with mutual respect, dignity and honesty.
- In respecting and preserving all of our school resources.
- That respecting diversity affirms individual worth and benefits the community.
- That everyone deserves a welcoming and nurturing environment that fosters positive relationships.
- Everyone learns best when they are engaged in meaningful, active work.
- Everyone needs to take ownership for advancing the learning of themselves and others. In promoting and modeling local, national and global citizenship for the greater good.

UPK at Churchville-Chili Central Schools

UPK MISSION STATEMENT

Our Universal Prekindergarten at Churchville-Chili CSD challenges our youngest students to develop language, literacy, numeracy, self-efficacy, cooperation, and communication skills, as well as conceptual understandings of the world. These skills lay the foundation for developing their unique talents and becoming respectful, resourceful citizens and contributing members of our school community and eventually in the interconnected global society.

UPK VISION

UPK at Churchville-Chili implements the New York State Learning Standards to provide our pre-kindergarten-age children with the opportunity to learn, achieve and make developmental progress using research-based practices that are fully aligned to our district goals and core beliefs.

UPK staff members recognize that early development and learning are multi-dimensional and strive to provide experiences that immerse students in all of the learning domains and honor the diversity of life experiences our young learners bring to our classrooms.

Students will receive instruction with reasonable supports and differentiation related to language acquisition and communication, early numeracy concepts, knowledge about the world, social-emotional learning, and play-based, developmentally appropriate instruction to empower all children to succeed.

Link to [District Mission, Goals, Core Beliefs & Learner-Centered Principles](#)

UPK OUTCOMES

In the area of Language Acquisition & Communication, students will be able to

- Use language to accurately communicate their needs, ideas, and feelings
- Begin to use written language to draw, write, and dictate their ideas
- Begin to acquire early concepts of print--identify parts of books, rhyming, recognizing initial sounds, and letter knowledge

In the area of Numeracy, students will be able to

- Begin to count with accuracy and consistency
- Continue a pattern
- Begin to recognize shapes
- Begin to compare attributes of groups--color, size, shape, number, etc.

In the area of Social-Emotional learning, students will be able to

- Develop relationships with others
- Express feelings and needs in constructive ways
- Adapt to being a member of a school community
- Adapt to changes

In the area of Approaches to Learning, students will be able to

- Engage in play as a means of exploration
- Engage in problem-solving and show persistence
- Demonstrate a willingness to try new experiences

UPK Staff

Central Office	Churchville Elementary	Chestnut Ridge Elementary	Fairbanks Road Elementary
<p>Assistant Superintendent for Instruction Giulio Bosco gbosco@cccsd.org 293-1800 x 2310</p> <p>Director of Curriculum, Assessment and Professional Development Renee Mulrooney rmulrooney@cccsd.org 293-1800 x 2350</p>	<p>Building Principal Kate Daly kdaly@cccsd.org 293-2022 x 7040</p> <p>Assistant Principal Kim Giancursio kgiancursio@cccsd.org 293-2022 x 7040</p> <p>Teacher: Amy Francis afrancis@cccsd.org 293-2022 x 7600</p> <p>Teaching Assistant: Amory Dunham</p>	<p>Building Principal Kim Hale khale@cccsd.org 889-2188 x 6150</p> <p>Assistant Principal Jennifer Dixon jdixon@cccsd.org 889-2188 x 6150</p> <p>Teacher: Kristine Taylor ktaylor@cccsd.org 889-2188 x 6830</p> <p>Teaching Assistant: Pam Vargo</p> <p>Teacher: Kelly Berardicurti KBerardicurti@cccsd.org 889-2188 x 6038</p> <p>Teaching Assistant: Megan Becker</p>	<p>Building Principal Todd Yunker tyunker@cccsd.org 293-4543 x 2170</p> <p>Assistant Principal Andrew Guignon aguignon@cccsd.org 293-4543 x 2170</p> <p>Teacher: Mary Kay Osborne mosborne@cccsd.org 293-4543 x 5713</p> <p>Teaching Assistant: Rebecca Kast</p>

Calendar & School Day Hours

Our UPK program follows the regular school calendar year. Our students' instructional day begins at 8:30 AM and ends at 2:00 PM.

Curriculum

The Churchville-Chili Central School District is delighted to welcome you and your child to our Universal Pre-Kindergarten Program (UPK)! We believe that early education sets the stage for a lifetime of learning for our children.

Our UPK is a developmentally appropriate, child-centered educational program that places emphasis on early literacy, early numeracy, social & emotional learning, communication & language, purposeful play, and physical development & health. Our program is aligned with the New York State Pre-Kindergarten standards and uses the High Scope Pre-Kindergarten curriculum.

The goal of the UPK program is to provide your child with opportunities to develop a rich academic foundation, foster creativity and build capacity for independent goal setting and reflection (Plan, Do, Review). A balanced schedule of teacher-initiated and child-initiated activities ensure that your child has an opportunity to grow academically, socially and emotionally. Teachers will guide your child's learning in whole group, small group and individual settings. Language, communication, problem solving, critical thinking and development of large and fine motor skills are integral components of the UPK program. The importance of play is emphasized throughout the day. Through play, children explore and construct meaning about their world by exploring print (letters, words and numbers) and they build vocabulary, language and social skills as they engage with peers and adults.

District Website

Visit our district website for information about UPK:

<https://www.cccsd.org/instruction/early-learning-rocks>.

Nutrition

Breakfast and lunch are available for students in our UPK program. Students are welcome to bring lunch from home or purchase lunch at school. The anticipated costs for meals at school are \$2 for breakfast and \$3 for lunch for the 2023-24 school year. It is in the best interest of families to complete the required paperwork if they are eligible for free and reduced meals. The paperwork is used to identify families for other benefits in addition to free and reduced costs for school meals.

Our UPK students will eat their meals in their classrooms. Meal time is a time to learn social graces and practice communication skills under the guidance and supervision of their teachers.

Screening and Reporting Progress to Families

This fall, students will be screened with the Developmental Indicators for the Assessment of Learning, 4th edition (DIAL-4). This is an individually administered developmental screener that uses fun, game-like manipulatives to identify areas of strength and areas where additional instruction/practice is needed. There is also a parent questionnaire to gather information regarding your child's self-help and social skills. Screening will take place by December 1, 2023. A parent letter with your child's screening performance results will be sent home in January. Students enrolled after December 1st will be screened within 15 days of entering the UPK program. A district instructional coach will screen the student and report results to the teacher. Teachers will share results with families.

DIAL 4 Screening

Reporting Progress to Families

Families will receive quarterly reports on their children's progress and growth toward the prekindergarten standards in the form of a narrative comment. In addition, the families will have the opportunity to meet for a teacher conference in January.

Communicating with Families

Your child's teacher will use a variety of tools to communicate with you. The district uses SeeSaw, email, Google Classroom, newsletters, phone calls, and the parent portal on Infinite Campus, and Instant Connect calls to keep families informed.

Please sign up for our Infinite Campus Parent Portal. This portal provides access to grades, attendance, important information about student accounts, and so much more. Parents of students in grades prekindergarten-12 must [complete this form](#) or contact the **District Office at 293-4457 to receive a Parent Portal Activation Letter**. This letter will contain the necessary information and an activation key to set up an account in the parent portal.

Parental Involvement and Code of Conduct

Please see the link below to explore the district's code of conduct information.

<https://www.ccsd.org/CCcodeofconduct.aspx>

Expectations for students in our buildings are established to maintain a learner-centered focus and provide all of our students with a safe and secure learning environment.

Performance Area	What is screened?	Why is this screened?
Motor	<ul style="list-style-type: none"> ● Large muscle activities like throwing and hopping ● Small muscle activities like cutting, building and writing 	<ul style="list-style-type: none"> ● Large motor skills help children learn to move safely in a school setting and around their classmates. ● Small motor skills help children successfully participate in many parts of the UPK day
Concepts	<ul style="list-style-type: none"> ● Counting and naming body parts, colors and shapes 	<ul style="list-style-type: none"> ● Concepts help children organize and categorize information. ● Learning basic concepts help children understand new words (vocabulary) and ideas. ● Concepts are used in everyday life. ● Understanding of these concepts is important to language and reasoning. ● Learning basic concepts gives children ways to tell you about what they see or what they want.
Language	<ul style="list-style-type: none"> ● Pronouncing speech sounds in words ● Naming objects and telling what they are used for ● Problem-solving ● Rhyming 	<ul style="list-style-type: none"> ● Children need to understand and use language to communicate so that they may socialize with other people and learn how to read and write.

Students in Grades UPK-6 are prohibited from carrying cell phones during the school day. These devices are to be turned off and secured in their lockers throughout the instructional day.

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Individuality in dress is a matter of personal choice, but it will not be permitted to interfere with, disrupt, or distract from the activities of the school. Students and their parents have the primary responsibility for acceptable student dress and appearance. A student's clothing must include footwear at all times. Footwear that is a safety hazard will not be allowed.

Students in grades UPK through eight may not wear hats, hoods, visors, head gear, scarves or bandanas except for a medical or religious purpose. In classes such as science, technology, art and physical education, students are required to wear appropriate protective gear or prescribed types of clothing such as athletic footwear and shorts.

In the Churchville-Chili Central School District, we have established a **Safe School Helpline** for stakeholders if a concern arises. 1.800.418.6423 ext. 359, www.safeschoolhelpline.com

Parent Involvement

Throughout the school year, there are a variety of opportunities for families to participate in classroom and building activities. All visitors to our buildings will need to bring proof of identification in order to enter school buildings during the school day. Individual buildings will share more information about volunteer opportunities and special events for families.

Attendance & Absences

Please report absences to the school health office during the morning each day your child is absent. Regular, daily attendance helps your child establish a strong connection with the classroom, teachers, and peers. All students are expected to be at school every day. If a student has excessive absences, then our UPK team consisting of building administrators, building counselors, and building social workers will coordinate with the family to determine next steps and develop a supportive plan.

Health Requirements

[Health Requirements](#) (click to follow link) or for more information go to:
https://www.health.ny.gov/publications/2370_2024.pdf

We maintain a safe and healthy environment for all of our students. If your child has an allergy please share the necessary information with the school nurse to ensure that the schools can provide awareness to all necessary staff and make the necessary accommodations.

If your child develops a health concern or need during the school year, please contact the school nurse and share that information with her. The district follows all HIPAA guidelines when it comes to maintaining confidentiality.

Teacher Requirements and Staffing

Our UPK teachers possess NYS teacher certification in early childhood. Requirements include a ratio of one teacher and one teaching assistant for every 18 students.

Developmental Milestones

The Center for Disease Control offers families information about child development. Please follow the link to learn more about developmental milestones for 3-5 year olds. [CDC Milestones](#)

UPK Special Education

Sometimes developmental questions arise about children. If your family has questions and is interested in having their child evaluated, please contact the district's Chairperson for Preschool Special Education. This is a free service for all families who reside in the district with children aged 3-5 years. Early intervention is key. The sooner children who require additional support receive it, then the better the outcome.

Please contact our office of Pupil Services to speak with our **CPSE coordinator, 293-1800 ext. 2460**

Supplies from Home

- Each family should supply two complete changes of clothing for their children.
- Each teacher will communicate with families about snacks during the school day.
- Please discourage your child from bringing toys and other special items from home unless specified by your child's teacher.
- Look for information about school supplies on our UPK website.
- All other school supplies will be provided by the district, unless otherwise noted.

Frequently asked questions

Q: How many children and teachers are in each classroom?

A: There are 18 students, one teacher, and one teaching assistant in each classroom.

Q: Are UPK teachers certified?

A: Yes, all UPK teachers are NYS certified.

Q: Who is eligible?

A: Your child must reside within the Churchville-Chili Central School District. Your child must turn 4 on or before December 1, 2023 to be eligible for the 2023-24 school year. A child who is eligible to attend Kindergarten is not eligible for the UPK program.

Q: How do families participate in our UPK program?

A: Since we have more eligible students than seats available our district utilizes a random selection process. Families can request an application to participate in the yearly lottery for the UPK program.

Q: How many days per week is UPK?

A: All UPK classes are in session five days per week, Monday through Friday. The UPK program follows the Churchville-Chili Central School District calendar. When Churchville-Chili elementary students are off from school, there is no UPK.

Q: What are the hours of the program?

A: Classes run from 8:30 AM to 2:00 PM.

Q: Is there a cost for the program?

A: No. This is a New York State grant-funded education program. There is no cost for the program.

Q: Where is the UPK Program located?

A: During the 2023-24 school year, 2 UPK classrooms will be housed at CRS. CES and FRS will each have one UPK classroom.

Q: What happens if my child has an accident at school?

A: Sometimes UPK students have accidents. Students should be able to change out of soiled clothes and put on clean clothing. Some students may need help; in this case the teaching assistant will provide support. Some accidents may require a visit to the health office for additional assistance with changing and cleaning up. If you have concerns about your child's needs, please contact the classroom teacher directly. We encourage you to help your child use the bathroom independently and become successfully toilet-trained.

Churchville-Chili Central School District UPK School Contact Information

Central Office Location Phone & Email		
Loretta Orologio	Superintendent Central Office	293-1800 ext. 2300 lorologio@cccsd.org
Giulio Bosco	Assistant Superintendent for Instruction Central Office	293-1800 ext. 2310 gbosco@cccsd.org
Renee Mulrooney	Director of Curriculum, Assessment, and Professional Development	293-1800 ext. 2350 rmulrooney@cccsd.org
Victoria Mosetti	Coordinator of Elementary Special Education (CPSE)	293-1800 ext. 3524 vmosetti@cccsd.org
Churchville Elementary School		
Kate Daly	Principal Churchville Elementary School	293-2022 x 7040 kdaly@cccsd.org
Kim Giancursio	Assistant Principal Churchville Elementary School	293-2022 x 7040 kgiancursio@cccsd.org
Amy Knuuti	CES Nurse	293-2022 x 7000 aknuuti@cccsd.org
Gina Schultz	CES Building Secretary	293-2022 x 7040 gschultz@cccsd.org
Jenn Brest	CES Office Staff	293-2022 x 7010 jbrest@cccsd.org

Sarah Cline	CES School Counselor	293-2022 x 7310 scline@cccsd.org
Julie McCane	Kitchen	293-2022 x7070 jmccane@cccsd.org
Ann Coffey	Attendance/Health Office	293-2022 x 7520 acoffey@cccsd.org
Chestnut Ridge Elementary School		
Kim Hale	Principal Chestnut Ridge Elementary School	889-2188 x 6150 khale@cccsd.org
Jennifer Dixon	Assistant Principal Chestnut Ridge Elementary School	889-2188 x 6150 jdixon@cccsd.org
Karen Wandersleben	CRS Nurse	889-2188 x 6010 kswan@cccsd.org
Christina Quinn	CRS Building Secretary	889-2188 x 6150 cquinn@cccsd.org
Jill West	CRS Office Staff	889-2188 x 6189 jwest@cccsd.org
Laura Campisi	School Counselor	889-2188 x 6120 lcampisi@cccsd.org
Shari Cortese	Kitchen	889-2188 x 6110 scortese@cccsd.org
Sabrina Zazzara	Attendance/Health Office	889-2188 x 6130 szazzara@cccsd.org
Fairbanks Road Elementary School		
Todd Yunker	Principal Fairbanks Road Elementary School	293-4543 x 2170 tyunker@cccsd.org
Andrew Guignon	Assistant Principal	293-4543

	Fairbanks Road Elementary School	aguignon@cccsd.org
Stephanie Beniamino	FRS Nurse	293-4543 x 2200 sbeniamino@cccsd.org
Patricia Caldwell	FRS Building Secretary	293-4543 x 2170 pcaldwell@cccsd.org
Angela O'Neil	FRS Office Staff	293-4543 x 2180 aoneil@cccsd.org
Dave Santangelo	FRS Counselor	293-4543 x 3700 dsantangelo@cccsd.org
Leanne Enter	Kitchen	293-4543 x 2230 lenter@cccsd.org
Jennifer Moore	Attendance/Health Office	293-4543 x 2201 jmoore@cccsd.org