



**Roseville Area Schools
Community Education**

LITTLE CANADA ELEMENTARY SCHOOL

**FRIENDSHIP
CONNECTION
FAMILY HANDBOOK**

Summer 2025 | June 16 – August 15



**400 Eli Road
Little Canada, MN 55117**



**O: 651-482-0420
C: 651-775-9525**

OUR LEADERSHIP TEAM



Jenn Hudson

jennifer.hudson@isd623.org
Site Coordinator



Dayna Gordon

dayna.gordon@isd623.org
Site Coordinator



Dayna Netteberg

dayna.netteberg@isd623.org
OST Specialist



Sunshine Lor

kaying.lor@isd623.org
Program Specialist



Sha'Nii Terrell

shanii.terrell@isd623.org
Program Specialist



Laura Lund

laura.lund@isd623.org
Program Specialist



Sarah Drake

sarah.drake@isd623.org
OST Manager



Office Phone: 651-482-0420
Site Cell Phone: 651-775-9525



400 Eli Road
Little Canada, MN 55117

WELCOME!

We would like to welcome you and your child to Roseville Area School's summer Friendship Connection program. The focus of our program is to provide a safe, enriching, and fun summer experience. Your child will participate in a variety of structured and unstructured activities designed to meet their unique physical and emotional needs. We hope this summer will encourage lasting friendships and personal growth in a relaxed and fun atmosphere! We appreciate your ideas and input – that's what makes our program work. Please feel free to discuss any questions or concerns with us.

HOURS

Friendship Connection is open from 6:30 a.m. – 6:00 p.m. Staff are unavailable for childcare before 6:30 a.m. All children must be picked up by 6:00 p.m. If your child is picked up after 6:00 p.m., late fees will be charged to your account. Repeated late pick ups will result in a termination of child care.

VISIT US

Come visit us at Little Canada Elementary School for our open house!

CLOSED DATES

Friendship Connection will be closed on June 19, July 4, and August 18 – September 1, 2025.

MORE INFORMATION

Please reference the full Friendship Connection Family Handbook for more information: isd623.org/Friendship

SITE INFORMATION

CONTRACT CHANGES/WITHDRAWALS

If you need to change your schedule or withdraw from the program, a schedule change/withdrawal must be submitted online. Contract changes will be made according to the following deadlines.

- Changes submitted by the 15th of the month will be effective on the 1st, or later, of the next month.
- Changes submitted by the last day of the month will be effective on the 15th, or later, of the next month.
- Verbal or email notification is not sufficient; changes must be submitted online. A \$10.00 fee will be charged to your account for each contract change. There is no charge when you withdraw.

PAYMENT OPTIONS

You may pay your tuition online by credit card (Visa, Mastercard, Discover, Amex) or by checking/savings account. You may also set up your account to make automatic payments each month by enrolling in AutoPay online in your account. Payments by cash, check, or money order are accepted on site.

DROP OFF AND PICK UP

- Please enter through Door 7 on the east side of the building.
- During peak drop-off and pick-up times, there will be a greeter. If you need to drop off or pick up your child and there is not a greeter, call the office.
- Parents must sign in and out on the iPad at the parent table. Please remember to also check your parent folder at this time.
- Please alert anyone picking up your child that they will be asked for photo identification when they come to pick up a child. **Only individuals listed on your child's authorized pick-up list will be allowed to pick them up.** If someone not on the list will be picking up your child, please inform the Site Coordinator.

FAMILY COMMUNICATION

Friendship Connection will send out weekly email reminders for upcoming field trips, daily specials, and activities. Emails will be sent to the address provided at registration. If you would like another person to receive emails, please talk to the Site Coordinator. Programming updates will also be posted in the parent area at your site.

AIR CONDITIONING

Friendship Connection cannot guarantee that all rooms will be air conditioned during the summer. We make every effort to utilize air conditioned spaces in buildings where it is available.

XCEL ENERGY SHUT DOWN DAYS

Roseville Area Schools participates in an energy saving program with Xcel Energy. At times during the summer, we may receive notification that we need to drop energy use at each building. Cutting energy usage means shutting off air conditioning, lights, computers, and other power sources for the rest of the day. We try and make these days extra fun through alternative programming; thank you for understanding that some programming may change at the last minute. If your child has special needs that may be affected by these shut downs, please inform the Site Coordinator.

WATER BOTTLES

Bring a water bottle every day to stay hydrated in the summer heat. Please label water bottles with names.

PROPER ATTIRE

Each day at Friendship Connection includes a variety of different types of activities. Please dress your child in comfortable clothes and shoes. Tennis shoes are recommended.

ITEMS FROM HOME

We ask that your child does not bring any toys or items from home. Friendship Connection is not responsible for any lost or damaged toys brought to programming.

MEDICATIONS

MEDICATION POLICY

If your child needs to take medication anytime during the summer, a medication authorization form must be completed and signed. Medication must be provided in the pharmacy labeled bottle.

If your child will be taking the medication for longer than 2 weeks, we must have a signed note from the doctor and guardian.

Please be sure to talk to the Site Coordinator regarding any special medical needs or allergies.

View and download a printable version of the medication authorization form at: isd623.org/Friendship

SUNSCREEN

SUNSCREEN POLICY

By the nature of our program, students spend a great deal of time outdoors. Please review the following sunscreen guidelines.

At the time of registration, all families made a choice regarding sunscreen use; many chose to use Friendship Connection provided sunscreen. If you chose to provide your own sunscreen, please bring it on the first day of summer. We prefer that you provide a bottle that is left on site with staff to avoid not having sunscreen at Friendship Connection. If you did not authorize your child to apply sunscreen while at Friendship Connection, they will not be allowed to use Friendship Connection provided sunscreen or borrow from another student.

It is the responsibility of the parent/guardian to make sure your child understands proper sunscreen application. Friendship Connection staff cannot apply sunscreen for children. We can assist children by reminding them where to apply and making sure it is rubbed in. The responsibilities of Friendship Connection staff versus parents/guardians are outlined below.

Parent/Guardian Will:

- 1) Apply sunscreen prior to arriving at Friendship Connection each day.**
- 2) If applicable, provide a clearly labeled bottle of sunscreen for your child to keep at Friendship Connection.
- 3) Review sunscreen application procedures with your child so they can responsibly apply sunscreen throughout the day.

Friendship Connection Will:

- 1) Ensure children apply sunscreen 30 minutes prior to extended outside time, recess, and choices.**
- 2) Encourage children to wear t-shirts and hats while outdoors.
- 3) Remind students to reapply sunscreen throughout the day.

DAILY PROGRAMMING

SUMMER THEME:

Adventure Zone: Summer of Fun & Discovery!

Step right up for a summer filled with excitement, exploration, and imagination! Adventure Zone brings the thrill of an amusement park to life with hands-on activities, creative challenges, and nonstop fun. From themed adventures to skill-building games, students will laugh, learn, and grow all summer long—one ride at a time!

CHOICE TIME

During this time, the following activities may be offered. The activities that we provide are staff and student driven.

- **Camps:** A variety of themed opportunities that run throughout the summer. Camps are limited to 15 students. Students may be able to sign up in advance of when the camp starts.
- **Dramatic Play/Art:** Pre-planned art activities with the option to participate in imaginative play with costumes and toys.
- **Arcade:** Activities that involve learning and exploring technology such as playing pre-approved games on the Nintendo Switch, iPad, or Friendship Connection website.
- **Gym/Outside:** Staff-led competitive and cooperative games as well as free time.

MOVE AND GROOVE

During Move and Groove time, students will choose between daily activity options. Choices range from going on walks, to aerobics, to soccer. The goal is to get kids moving while having fun. (Summers Totally Awesome Readers)

STEM (Science, Technology, Engineering and Math)

Students will explore these concepts through a variety of age appropriate games and activities. Science activities may include projects that introduce chemistry, biology, ecology, physics, and astronomy. STEM activities give students opportunities to solve problems, think critically, and work in small groups.

TEAM TIME

Team building, communication, and cooperation are the focus of team time. These skills are practiced and improved through a variety of activities.

STAR (Summer's Totally Awesome Readers)

Each day students spend time participating in intentional reading or language arts activities. Our goal is to make reading enjoyable for everyone; literacy time may include partner reading, reading out loud, word games, and writing.

DAILY SPECIALS

Daily specials are fun activities that add variety and excitement to every day! Check the white board in the parent area for up-to-date times and information about daily specials. Daily special information is also included in monthly programming calendars in this handbook.

BREAKFAST AND LUNCH

Breakfast and lunch is provided during the summer through a partnership with nutrition services. Please see the nutrition services website for the menu. If your child does not want a school lunch, a lunch from home is required.

SNACK

Friendship Connection will provide an afternoon snack for all participants.

LITTLE CANADA ELEMENTARY SCHOOL

FRIENDSHIP CONNECTION

JUNE 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
9	10	11	12	13
		CLOSED		
16	17	18	19	20
Get to know you games	Scavenger Hunt	<u>Dash Sports</u> Soccer	CLOSED	Virtual Field Trips K Only- Poplar Hill Goat Dairy Farm 1:00-3:00pm
23	24	25	26	27
Make a Passport	Fortune Teller	<u>Dash Sports</u> Gym Games	3-4: Popcorn Bar K-2 Franconia Sculpture Garden 12-3pm	K-2: Popcorn Bar 3-4 Grand Slam 10:30-2:30pm *Lunch included
30				
Secret Messages				

KEY:

Daily Specials

In-Houses

Field Trips

LITTLE CANADA ELEMENTARY SCHOOL

FRIENDSHIP CONNECTION

JULY 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 <u>Bike Ride Day</u>	2 Make a Story Box 3-4 Pinz 12:30-4:00pm	3 Obstacle Course K-2 Stages Theater: Madagascar 9:15-12:30pm	4 CLOSED
7 DIY Amusement Park	8 Trust Walks	9 <u>Songs of Hope</u>	10 3-4: Dole Whip K-2 Cascade Bay 11-3:30pm	11 K-2: Dole Whip 3-4 CanCan Wonderland 8:30-11:30am
14 Theme Park Posters	15 One Night Werewolf	16 <u>Twin City Skate</u>	17 K-2: Fish in a Bag Slime 3-4 Apple Valley Aquatics 12-3:30pm	18 3-4: Fish in a Bag Slime K-2 Springbrook Nature Center 11:30-2:30pm
21 Giant Paper Chain Art	22 Wheels Day	23 <u>Dazzling Dave</u>	24 3-4: Ice Cream in a Bag K-2 Sidekick Theater- Return to Oz 11:45-3:30pm	25 K-2: Ice Cream in a Bag 3-4 Rock of Ages Mini Golf 11:15-2:30pm
28 Talent Show	29 Fingerprint Exploring	30 <u>Water Day</u>	31 K-2: Cotton Candy Craft 3-4 Circus Juventas 11:45-3:00pm	

KEY:

Daily Specials

In-Houses

Field Trips

LITTLE CANADA ELEMENTARY SCHOOL

FRIENDSHIP CONNECTION

AUGUST 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 3-4: Cotton Candy Craft K-2 The Fun Lab 8:30am-1pm
4 DIY Claw Game	5 Caricature Drawings	6 <u>Roseville Library</u>	7 K-2 Grove Cove Aquatic Center 1:15-4:30pm	8 3-4 Cinema Grill 10:30-2:30pm *Lunch included
11 Vision Boards	12 Slip N' Slide	13 <u>Bearded Painter</u>	14 3-4 Cascade Bay 11:30-3:30pm	15 K-2 Crayola Experience 12-4
18	19	20	21	22
CLOSED				
25	26	27	28	29
CLOSED				

KEY:

Daily Specials

In-Houses

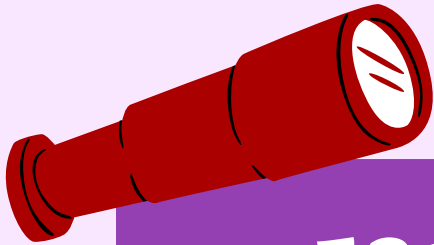
Field Trips



OPEN HOUSE

FOR FAMILIES!

Meet our staff and tour the building!



FRIDAY JUNE 13TH
4-5:00PM

**Stop in for some lemonade and cookies to
celebrate the start of summer programming!**

YOU'RE INVITED TO...

FAMILY NIGHT!

Come join us for Carnival Night! Each baseroom will have a fun game created by the students. Families are invited to play, enjoy popcorn, and celebrate together.

Little Canada Elementary School
400 Eli Rd, Little Canada

**JULY 25,
2025**

**5:00 -
6:30 PM**

Little Canada Swimming Field Trips 2025

Child's Name: _____ Summer Site _____
(Must complete one for each child)

All students attending a Friendship Connection swimming field trip must have a designated swim level otherwise they will be designated RED, a shallow water only swimmer. Outlined below are the swimming field trip locations your site will be attending. We require all families to return this permission slip, even if you are choosing not to send your child on the trips. If we do not receive a permission slip for your child they will not be allowed to attend the swimming field trip.

If you want to sign your child up for a trip on a day they do not normally attend, you must sign up for additional care at your site. Signing this permission slip does not sign you up for care. If you did not select a trip but wish to add it at a later date, it will be subject to space availability.

Please identify for each location what swim level you want for your child. Levels may vary by trip. RED, YELLOW or GREEN:

K-4 Cascade Bay

Cascade Bay consists of a zero depth entry pool, 2 regular slides, a lazy river (3 ft depth) with a raft slide, 2 drop slides, and a deep end.

- ☐ I do not want my child to attend this trip
- ☐ Red: Zero depth entry 0 to waist deep
- ☐ Yellow: Lazy River with raft slide to 3 feet, 2 regular slides into 2-3 feet of water.
- ☐ Green: 2 drop slides and a deep end approximately 4-6 feet deep.

K-2 Grove Cove Aquatic Center

Grove Cove consists of both indoor and outdoor pool options. The indoor pool consists of a zero depth entry pool, lap and leisure pool (0-5') with rope swing and climbing wall, and one waterslide (3'). The outdoor pool consists of zero depth splash pad and slide, lazy river and log walk.

- ☐ I do not want my child to attend this trip
- ☐ Red: Zero depth entry 0 to waist deep, splash pad and tot slide (0-3'6")
- ☐ Yellow: Lazy River (3'6"), Log Walk(3'6"), Indoor Waterslide (3')
- ☐ Green: Lap and leisure pool, rope swing and climbing wall (12.5')

3-4 Apple Valley Aquatic Center

The Apple Valley Aquatic Center consists of a lazy river, drop slides, body slides, tube slides, sprayground play area, and lap pool and diving board. To ride the body slides students must be 42", Tube slides 48".

- ☐ I do not want my child to attend this trip
- ☐ Red: Sprayground water play average depth 12" - 0 depth entry
- ☐ Yellow: Tube slides and body slides going into 3 feet of water, lazy river
- ☐ Green: Tube slides, body slides, lap pool 4 to 12 feet deep, lazy river, diving board and drop slides into 12 feet of water.

Parent/Guardian Authorization

- I hereby certify that I am the parent/guardian with legal responsibility for the child identified on this form.
- I authorize my child to be transported in an authorized vehicle that is either a school bus or district van.
- I certify that to my knowledge there is no medical reason why my child cannot safely participate in the field trip(s).
- In the event that my child needs immediate medical attention while participating in the field trip(s) or traveling to or from the field trip(s), I authorize first aid and transportation of my child to a healthcare facility for emergency services as needed.

Release of Liability

By signature to this form I request that my child participate in the field trip(s) as indicated. I understand that my child's participation in the field trip(s) is entirely voluntary. I further acknowledge that the field trip(s) involved known and unanticipated risks which could result in injury or death to my child, and I elect to have my child participate in the field trip(s) despite such risks. I also voluntarily assume and accept the possible injury, death, damage or loss that my child may suffer due to negligence or accident while traveling to or from, engaged in, or otherwise participating in the field trip(s).

In consideration for the opportunity to participate in the field trip(s) I, on behalf of myself, my agents, heirs and next of kin, hereby agree to release, indemnify and hold harmless Independent School District No. 623, its employees, agents, officers, representatives, volunteers, participants, School Board members, and all other persons or entities acting on behalf of Independent School District No. 623 from any and all claims, demands, or causes of action which are in any way connected with my child's participation in the field trip(s) arising from negligence or due to accidental occurrences. This Release does not apply to claims arising from intentional conduct.

Parent/Guardian Signature: _____ Date: _____