

Taylor County Primary Center



Preschool Handbook



UPDATED 2025

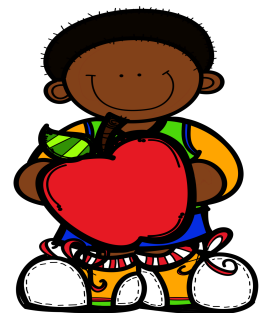


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<https://docs.google.com/forms/d/1GNHKsd21B0uLJs2VZU1zvNg28eA8DVnErCCE1z-HCPA/edit>

Mission Statement: Taylor County Preschool recognizes each child is unique. A safe, nurturing and welcoming environment promotes development in literacy and numeracy, as well as, social, self-help and language development skills through developmentally appropriate activities. We strive to develop lifelong learners through a family, community and school partnership.

TCPC Preschool Staff:



Teacher: Angie Newton

Phone: 270-465-0449

angie.newton@taylor.kyschools.us

Assistant: Shamir Hazelwood



Teacher: Sarah Gibson

Phone: 502-548-8432

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Assistant: Jordann Hovious-Cox

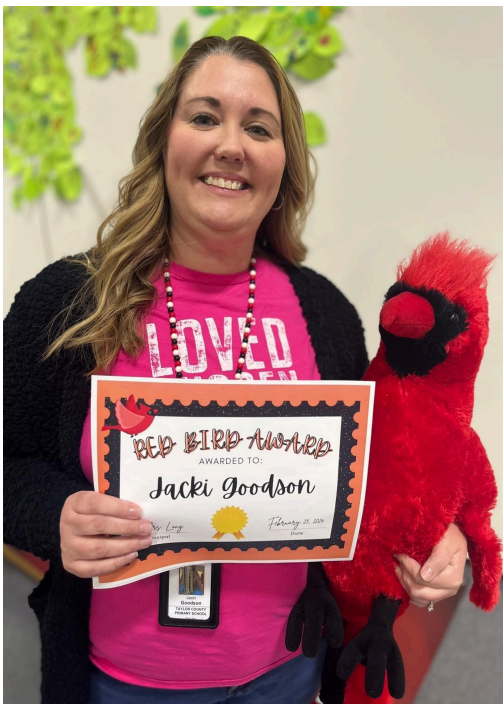


Teacher: Taylor Blevins

Phone: 270-403-6977

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Assistant: Riann Hood



Teacher: Jacki Goodson

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Assistant: Madeline Hicks



Teacher: Lindsey Smith

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Assistant: Chelsea Young



Teacher: Elizabeth Tarter

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Assistant: Kaci Delk



Teacher: Lauren Barnes

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Assistant: Madison Abren



Teacher: Heather Sanders

Phone: (270)-572-9553

heather.sanders@taylor.kyschools.us

Assistant: Klarissa Davis

****Star & CDS Students from Taylor County High School and Student Teachers from IECE Certifying Institutions are in the classrooms at various times.***

District Staff:



Preschool Coordinator & Director of Exceptional Child Education:

Scott Parks: 270-465-5371

Scott.parks@taylor.kyschools.us



Assistant Special Education Director & Assistant Preschool Coordinator:

Andy Close: 270-465-5371

andy.close@taylor.kyschools.us



Principal:

Melissa Long 270-465-0449

Melissa.long@taylor.kyschools.us

Transportation Director: Guy Wood 270-789-1745

guy.wood@taylor.kyschools.us

General Information

Program Hours: Monday –Thursday 7:30 a.m.– 3:00 p.m.

Volunteers/Visitors: There are currently no volunteers or visitors at this time.

Regulations: Public School Preschool was established in 1990 to serve two populations of students by 704 KAR 3:410

Qualifying:

Children that qualify for State Funded Preschool Program include:

- Children who turn 4 years old on or before August 1 and whose family income meets the low incomes requirements.
- Children who turn 3 years olds at any point during the school year that qualify for special education, may attend preschool.
- ***To determine income eligibility, please complete, sign and return the Household Income Verification application to Taylor County Primary Center.***

Children that attend preschool on tuition include:

- *Children who turn 4 years old (4 by August 1st) may attend our preschool program on tuition if they do not meet the criteria as at risk/low income or disability.*
- Children who turn 3 years old (3 by August 1st) may attend our preschool program on tuition if they do not qualify under special education.
- RTI/KSI Process:
 1. Screening indicates a potential delay.
 2. 4–6 weeks of school guided intervention in preschool classroom
 3. Rescreening.
 4. Refer for testing if need is indicated through screening and RTI data collected.
 5. If referred for special education services the district has 60 school days to complete the evaluation.

Students can be accepted up to 4 months prior to the opening of school and applications are taken at any time throughout the school year.

Tuition: Tuition is available for children who have turned 3 or 4 on or before August 1st of the upcoming school year. Preschool payments in the amount of \$100 per week are due every two weeks and can be made via mail or dropped off at the Taylor County Board of Education, 1209 East Broadway, Campbellsville, KY 42718. If mailed, please make payment attention to Preschool. Students will be unable to attend preschool after two missed

payments. Refunds/credits are not issued for NTI days (inclement weather), or any other days school is not in session.

2025–2026 Payment Schedule:

SEP 2	NOV 4	JAN 12	MAR 9
SEP 15	NOV 17	JAN 26	MAR 23
SEP 29	DEC 1	FEB 9	APR 13
OCT 20	DEC 15	FEB 23	APR 27

Home Visits:

Parents must make themselves available for at least two (2) home visits each year. The first home visit occurs before the student is allowed to attend and the second happens at the beginning of the second semester. Home visits are pending Covid restrictions.

Enrollment Documentation:

REQUIRED:

- Birth Certificate (official)
- Eye Exam (by January)
- Immunization Certificate
- Physical

REQUESTED:

- Dental Exam

OPTIONAL:

- Social Security Card (copy)

Curriculum: Frog Street

Assessments:

Students are assessed with “GOLD”

GOLD™ is an authentic, ongoing observational system for assessing children from birth through kindergarten, proven to be valid and reliable by extensive field testing. It helps

teachers observe children in the context of everyday experiences, which is an effective way to get to know them well and find out what they know and can do.

Transitions:

As students transition into/out of the preschool setting, every effort is made to acquaint the child with the new environment for a smooth and easy transition.

First Steps: Transition visit by ECE staff; Qualifying for preschool; Home visit by classroom teacher; begins classes on 3rd Birthday.

Kindergarten: Participates in bump-up day; Kindergarten classroom visits; Placement by Preschool Teachers; Kindergarten Camp; Preschool teachers make contact with child during the first week of school.

Health

All children attending the preschool program are required to submit a physical, immunization, dental and vision exam form. If you require assistance with completion of these forms, please contact the Preschool Staff.

Here are some guidelines that might be helpful in keeping your child as healthy as possible. As you know, preschoolers do not have the same kind of self-care skills for a cold or infection as school-age children. In addition, young children can be in very close contact with each other while they play.

This information will assist you in making decisions about when to send your child to school if they are not feeling well.

Cold: Continuous nasal discharge, cough, watery eyes that have developed within the past 24-48 hours is considered contagious.

Fever: Must be fever free for 24 hours before returning to school.

Flu: Keep home for 5 days after diagnosis of flu or flu-like symptoms.

Vomiting/Diarrhea: Keep at home for 24 hours after symptoms have resolved and the child can keep food and fluids down.

Strep Throat: Must wait 24 hours after antibiotics have begun.

Conjunctivitis: If conjunctivitis is diagnosed, your child will be prescribed eye ointment and should not return to school for 24 hours.

Head lice: Until treated and has been checked by our school nurse.

Behavior Policy:

Our preschool program helps develop social and emotional skills. However, if the students' behavior puts others in danger or causes harm to self or others, a discipline policy will be implemented. The use of the Safe Crisis Management Program will be used to address any concerns regarding behavior. These behaviors could include any of the following: biting, hitting, self-harm, kicking, destructiveness, and etc.

1st Incident: student will take a "time out" appropriate for age and participate in social stories.

2nd Incident: student "time out" appropriate for age, student will participate in social stories and parent contact.

3rd Incident: meeting with parents

4th Incident: meeting with parents to develop a behavior modification plan will be written to address those concerns and provide positive support to assist with your student's behavior.

Attendance

Daily attendance records are maintained by the preschool staff. The parent or guardian should contact the school in the event that a child is absent. Regular attendance should be maintained as this helps the child to develop a regular routine and increases their access to instruction for kindergarten readiness. A parent or legal guardian shall be contacted with respect to an enrolled child whose participation in the program is irregular or who has been absent for three consecutive program days. Taylor County Preschool teachers will track attendance through an online Infinite Campus portal. Taylor County Board of Education attendance personnel will monitor to ensure every effort is made for preschool students to attend regularly.

Safety

The TCPC preschool adheres to all safety procedures practiced by the K-2 grade students in regards to fire, tornado, earthquake and building intruders.

Sample Preschool Schedule

7:30-8:00	student arrival 	learning centers 	breakfast 	
8:10-8:30	Pledge 	calendar 	weather 	exercise/songs 
8:30-9:00	restroom 	gross motor 		
9:00-10:00	learning centers 	small groups 	Literacy- 	Math- 123
10:00-10:45	songs 	poems 	small groups 	
10:45- 11:15	lunch 			
11:15- 11:25	restroom 			

11:20-12:30	gross motor 	outdoors 		
12:30-12:35	restroom 			
12:35-1:00	small groups 	Table toys/playdough	Yoga/calming	
1:00-2:30	nap Time 	snack time 	learning centers 	Classified duty free lunch 1:00-1:25 
2:30-3:00	restroom 	learning centers 	backpacks 	Buses 

2025-2026 School Year																				
July 2025							August 2025							September 2025						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
		1	2	3	4	5						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
							31													
October 2025							November 2025							December 2025						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
			1	2	3	4							1		1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													
January 2026							February 2026							March 2026						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28
25	26	27	28	29	30	31								29	30	31				
April 2026							May 2026							June 2026						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3													