



Parent Handbook

2025-2026

North Campus

Primary Village North

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Primary Village South

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Preschool Principal: Andrea Contestable
937-438-6030 ext. 4707

Centerville Preschool Parent Handbook

2025–2026 School Year

Welcome to Centerville Preschool!

We are so excited to welcome your family to a new school year. At Centerville Preschool, we believe in nurturing each child's development through play, exploration, and caring relationships. This handbook is your guide to understanding how our program works and how we'll work together to support your child's learning and growth. If you ever have questions or need support, please don't hesitate to reach out. We're here for you!

Table of Contents

- Welcome & Mission
- Our Philosophy
- Preschool Goals
- A Typical Preschool Day
- Discovery Time Centers
- Registration
- Assessments
- School Fees
- Health & Safety
- Arrival & Pick-Up
- Behavior & Discipline
- Food & Snacks
- Parent Involvement
- Calendar & Closures
- Licensing & Curriculum

Centerville Preschool Staff

Preschool Principal: Andrea Contestable

Secretary: Kathryn Collins

Teachers / Paraprofessionals:

North: Elise Henderson, room 24

Chrissy Moore

Brenda Collins

Mary Smith, room 25

Dottie Atkins

Anna Cordonnier

Tiffaney Schaffer, room 27

Marcia Kienzle

Amanda Stuart

Chelsea Reagan, room 28

Ann McMann

Brooke Zimmerman

Amy Nigro, Intervention Specialist

South: Hilarie Moreira, room 22

Kim Rose

Skylar Shane

Amy O'Grady, room 23

Julie Ashley

Corrye Williams

Emma King, room 24

Laura Smith

Suzanne Finke

Crystal Newman, room 25

Maryna Braginsky

Shannon Zelick

Janelle Bailey, room 26

Heidi Orsag

Brie Painter

Renee Horcher, room 27

Carol Helm

Sarah Fowler

Annie Uhlenhake, Intervention Specialist

Amanda Miller, Intervention Specialist

School Psychologists: Andrea Contestable

Alison Kolber-Jamieson

Speech/Language Jill Knight

Pathologists: Michele Ellinger

Jane Palmer

Occupational Therapist: Molly Stahl (PVN)

Amy Baron (PVS)

Physical Therapist: Mikayla Stiles (PVS)

Courtney Bacca (PVN)

Nurse: **North:** Yvonne Lemming

South: Stacey Hoffman

Welcome to Centerville Preschool!

Centerville Preschool has proudly served our community since 1994. We're a licensed early learning program that provides a safe, nurturing, and playful environment for children ages 3–5. Our classrooms include children with special needs learning alongside typically developing peers, which helps all children grow and learn together.

Our curriculum follows Ohio's Early Learning Standards and supports children's growth through hands-on, developmentally appropriate activities. Our caring and qualified staff includes certified preschool teachers and assistants, along with specialists such as school psychologists, speech and language therapists, occupational and physical therapists, and school nurses. These team members work with all children as needed, not just those with special needs.

We're so happy to welcome you and your child to our preschool family. We hope you find this handbook helpful—and please reach out to us anytime with questions or concerns!

Our Mission

At Centerville Preschool, we believe that strong partnerships between families and our school help set the stage for your child's future success. We focus on building trusting relationships and creating meaningful experiences that reflect your child's world. Every child is unique, and we support their individual needs as they grow into curious, confident, and capable learners.

What Your Child Will Learn

- **Language & Literacy:** We help children build listening and speaking skills and encourage a love for reading and writing that lasts a lifetime.
 - **Math:** Children explore numbers, patterns, and problem-solving through playful activities that connect to real-life experiences.
 - **Science:** Through hands-on exploration and discovery, children learn to ask questions, experiment, and understand the world around them.
 - **Social Studies:** Children begin to understand their roles in families, communities, and the wider world by learning about people, places, and how we work and live together.
 - **Art, Music & Movement:** Creative expression is encouraged through painting, singing, dancing, and physical play—helping children develop coordination and confidence.
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Our Philosophy

The early years—from birth to age five—are an incredibly important time in a child's life. These years help lay the foundation for learning, confidence, and success in school and beyond. At Centerville Preschool, we're committed to supporting your child's growth in every area: social and emotional development, communication, thinking and problem-solving, and physical skills. These areas of learning are all connected and build on each other through your child's everyday experiences.

We believe every child is unique—and every child belongs. Children with special needs learn alongside their typically developing peers in our classrooms. We focus on what each child *can* do and support them in reaching their full potential. We know that children are more alike than they are different, and all children benefit from learning together.

Our program is inspired by the Reggio Emilia approach and uses the HighScope curriculum. This means learning is centered around the child's interests and natural curiosity. Rather than following a rigid set of lessons, our teachers observe what captures children's attention and build learning experiences around those interests. Teachers and children explore and learn *together* through projects and investigations that may last a few days—or even a few weeks. These investigations grow from children's questions, shared conversations, or what they notice in the world around them. Parents are also important partners in this learning process, and we welcome your ideas and involvement.

We believe children learn best when they can *do*, *touch*, and *experience* the world around them. Through play, hands-on activities, and meaningful exploration, children build knowledge at their own pace. Our staff gently guides and supports their thinking, encouraging them to try new things and express themselves.

Our classrooms are designed to spark curiosity and offer a wide range of learning opportunities, both indoors and outdoors. Children have time for active play and quiet moments, time to play alone and with others, and choices between activities they select and those guided by the teacher. In Reggio-inspired schools, the classroom environment is often called the “third teacher”—it plays a powerful role in your child's development by offering beauty, organization, and opportunity for discovery.

Every child grows and learns at their own pace. Our goal is to support that journey in a way that feels natural—not rushed. Children revisit and build on ideas over time, deepening their understanding and confidence. This helps them develop a strong sense of self and pride in their abilities.

We use documentation—photos, artwork, writing samples, quotes from the children, and observations—to reflect on your child's learning. These tools help teachers understand your child better and help children revisit and talk about what they've done.

Above all, we want each child to feel proud of who they are and excited to learn. We provide a variety of materials, experiences, and role models that reflect different cultures, abilities, and perspectives. Children learn to respect and appreciate others by seeing what is modeled every day.

We're honored to be part of your child's early learning journey and look forward to learning and growing together with your family!

Our Preschool Program Goals

At Centerville Preschool, we focus on the whole child—helping each child grow socially, emotionally, physically, and academically. Our goals include:

- Helping your child feel good about who they are and excited to learn.
 - Building strong, caring relationships with adults and other children.
 - Encouraging kindness, understanding, and acceptance of all people.
 - Creating a classroom environment that values every child's background and perspective.
 - Supporting your child as they learn to take care of themselves independently.
 - Helping your child share their thoughts, feelings, and ideas in ways that others can understand.
 - Encouraging your child's natural curiosity and love for learning.
 - Developing your child's thinking, questioning, and problem-solving skills.
 - Strengthening both large movements (like running and jumping) and small movements (like using scissors or holding a pencil).
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A Typical Day at Preschool

Each day is thoughtfully planned to offer a balance of play, learning, and connection. Our preschool area includes several classrooms and a shared commons area where children explore, learn, and grow together. A typical day might look like this:

- **Arrival:** Children enter and settle in by choosing an activity while waiting for their friends to arrive.
- **Morning Greeting:** We gather as a group for songs, stories, greetings, and a look at what's planned for the day.
- **Choice Time/Centers:** Children explore different classroom areas, play with materials, or work one-on-one or in small groups with teachers.
- **Snack Time:** We enjoy a snack together while practicing manners, taking turns in conversation, and strengthening communication skills.
- **Gross Motor Play:** Weather permitting, we head outside to the playground! On indoor days, we may use the gym, commons area, or dance to music inside.
- **Circle Time:** This time focuses on skills through activities like storytelling, shared writing, or project work.
- **Art & Community Spaces:** Children use shared spaces like the art room or kitchen for creative projects, cooking, or other hands-on experiences.
- **Music & Movement:** Singing, dancing, and exploring rhythm are part of our day—great for coordination, memory, and joy!
- **Closing Time:** We come together to reflect on the day, share thoughts, sing a goodbye song, or do a calming activity.
- **Support Services:** If your child receives speech, occupational, or physical therapy, our team works with them both individually and within the classroom setting. These professionals help all children grow and are valuable members of our team!

Discovery Time Centers

We believe children learn best through play and exploration. During Discovery Time, children move through different classroom areas filled with exciting materials and learning opportunities:

- **Writing Center:** Children draw, scribble, and begin to write using their own creative spelling. These early writing experiences help build literacy and fine motor skills.
- **Block Area:** Children build structures, work together, solve problems, and use lots of language as they play and create.
- **Dramatic Play Area:** Whether pretending to cook dinner, run a store, or be a doctor, children explore real-life roles, practice social skills, and stretch their imaginations.
- **Math & Science Area:** Through puzzles, games, and hands-on activities, children explore numbers, patterns, measuring, problem-solving, and observing the world around them.
- **Art & Sensory Area:** This space offers plenty of opportunities to create and discover using paint, clay, water, sand, and other fun materials.
- **Reading & Listening Area:** Children look at books alone or with a friend, listen to stories, and learn how books work—all building a love for reading.
- **Puzzles & Games:** Playing together helps children take turns, follow rules, think critically, and work through challenges while having fun.

Preschool Enrollment & Registration Information

At Centerville Preschool, we welcome all children and do not discriminate based on race, color, religion, sex, or national origin.

Who Can Enroll?

Our preschool program is open to children who are at least 3 years old by August 1st of the school year. All children must complete a developmental screening within 60 business days of starting the program.

How Enrollment Works for Typically Developing Children:

Enrollment for typically developing children is done through a lottery system, but some families are given first priority before the lottery takes place. Priority is given to:

- Children currently enrolled in Centerville Preschool who are returning next year
- Siblings of returning students who are age-eligible
- Siblings of students with disabilities currently enrolled
- Children of Centerville City Schools employees

Key Registration Dates for the 2026–2027 School Year:

- Registration opens: Sunday, February 1, 2026 at 8:00 AM
- Registration closes: February 8, 2026 at 3:00 PM
- Forms will be available online at <https://preschool.centerville.k12.oh.us/> and in Centerville schools.

Lottery Drawing:

- The lottery will be held on February 17, 2026.
- Families will be notified by February 19 if their child is selected.

If your child is selected through the lottery, parents will complete the enrollment process in order for their child to start the 2026-2027 school year.

After the Lottery:

If all spaces are filled through the lottery, remaining children will be placed on a waiting list. Placement from the list will depend on openings and program needs—such as class size, age range, and gender balance.

Transportation:

Centerville Preschool provides transportation for all typically developing students within the school's set boundaries to and from residences .

Assessments

How We Track and Support Your Child's Growth

At Centerville Preschool, we believe that learning is a journey—and we love capturing each step along the way! Teachers observe and document your child's progress using photos, videos, your child's own words, classwork, journals, artwork, and more. These pieces help children reflect on what they've learned and give teachers insight into how to support each child. You'll often see these examples shared in your child's portfolio, classroom displays, emails, or newsletters.

Developmental Screenings & Assessments

To better understand your child's development and support their individual needs, we use a few different tools throughout the year:

Brigance Early Childhood Screens III

All students receive a developmental screening within 60 business days of enrollment. This tool looks at key areas such as physical development, early academics, language, social-emotional growth, and self-help skills. The screening is quick (about 10–15 minutes), and you'll receive a summary of the results along with suggested next steps. This is an Ohio Department of Education (ODE)-approved screener, and teachers are always available to discuss your child's progress.

DIAL-4 (Developmental Indicators for the Assessment of Learning – 4th Edition)

This screening tool is used in the spring or summer for children who are new to our program. It helps us learn more about your child's self-help skills and social-emotional development. Parents also fill out a short questionnaire as part of the process. You'll receive a copy of the results and follow-up information. A score that falls in the "low average" range isn't necessarily a concern—it just helps us understand your child's starting point and how to best support them.

Ohio's Early Learning Assessment (ELA)

This is *not* a test. Teachers use observations from your child's everyday play and learning to understand their progress in areas such as:

- Social and emotional development
- Language and literacy
- Math, science, and social studies
- Physical well-being and motor skills
- The arts

Teachers complete this assessment twice a year—in the fall and spring. The results help teachers plan meaningful learning experiences tailored to your child. You'll hear about your child's progress during conferences and receive a standards-based report card.

Child Outcome Summary (COS)

For children who receive special education services, preschool intervention specialists use this summary tool to document progress in three important areas:

1. Gaining knowledge and skills (language, literacy, thinking skills)
2. Building positive social relationships
3. Using appropriate behaviors to meet needs

This helps us better understand how your child is developing functional skills used in everyday routines. It's part of the state's reporting requirements and helps guide instruction and support plans.

We gather information from many sources—teachers, therapists, parents, and other caregivers. This might include:

- Emails, phone calls, and notes between home and school
- Home visits or meetings
- Parent-teacher conferences (held each fall and spring)
- IEP meetings or therapist consultations (for children with special needs)

Our goal is to work as a team with families. If you ever have questions or would like to meet with your child's teacher, we're always happy to connect!

School Fees

Preschool Tuition & Payment Information

For the 2025–2026 school year, tuition for typically developing students (peer models) is \$225 per month or \$2,025 for the year.

Deposit to Hold Your Spot

To reserve your child's place in the program, we ask that you pay a deposit by June 7, 2025. This deposit covers your child's tuition for August and September.

How to Pay

You have several convenient options for making payments:

- Cash or Check:
 - Make checks payable to Centerville Preschool
 - Drop payments in the locked box at the front office of PVS or PVN
 - Or mail your payment to the school
- Online Credit Card Payment:
 - You can pay online using the PaySchools system at www.payschoolscentral.com
 - To get started, click Register, enter your information, and follow the link sent to your email to set your password
 - You will need your child's student ID number to finish setting up your account
- Automatic Bill Pay (through your bank):
 - You can set up monthly payments directly through your bank
 - Use your child's name as the account number
 - Make checks payable to Centerville Preschool

Material Fee

There is a one-time \$50 material fee to help cover classroom supplies. This can be paid by check and made payable to Centerville Preschool.

If you have questions about tuition or payments, please reach out to your child's school office—we're happy to help!

Preschool Licensing & Inspections

Our preschool program is licensed by the Ohio Department of Education and is inspected at least once a year—either in the fall, spring, or both. These inspections help ensure we are meeting all required standards for quality and safety.

After each visit, we receive a compliance report, which is reviewed by our team. A copy of our preschool license is always posted in the main office and in each classroom.

If you'd like to see a copy of our most recent compliance report, just let us know—we're happy to share it with you!

Policy on Health and Safety Health Records

Health Requirements for Preschool Enrollment

To keep our preschool community healthy and safe, the State of Ohio requires all children to have a physical exam within 30 days of starting school. This exam must be signed and dated by a licensed medical doctor and updated every 13 months.

Your child's immunizations must also be up to date and are required as well. It is highly recommended that your child begin to visit a dentist.

Health and dental forms are included in your preschool packet and are also available on our Preschool website.

If we don't receive your child's health forms within 30 days of enrollment (and each year after), your child may not be able to attend school until the forms are submitted. If you have any questions, feel free to reach out—we're here to help!

Health, Illness, and Communicable Disease

Keeping Our Preschool Community Healthy

Your child's health and safety are our top priorities. We work hard to keep preschoolers and staff healthy—and we need your help!

When to Keep Your Child Home

Please keep your child home if they have any of the following:

- Fever of **100°F or higher**
- Vomiting or diarrhea
- Severe coughing or difficulty breathing
- Red, watery, or goopy eyes (possible conjunctivitis)

- Yellowish skin or eyes
- Untreated skin infections or rashes
- Head lice
- Stiff neck
- Unusually dark urine or pale-colored stool

Children must stay home until they are **symptom-free for 24 hours without medication** for fevers, vomiting, or diarrhea.

If your child becomes ill during the day and is unable to participate in activities, we will call you to pick them up. They will be supervised in a separate area with a cot and blanket until you arrive.

Reporting Illnesses

If your child will be absent, please contact **Kathryn Collins**:

 937-438-6030 ext. 4709

 kathryn.collins@centerville.k12.oh.us

If your child is diagnosed with or exposed to a communicable disease (such as chicken pox, strep, or hand-foot-mouth), please notify us. We may inform other families, while keeping your child's identity private.

Medication at School

We can only give medication if it is prescribed and a **Medication Authorization Form**—completed by your child's doctor—is on file. Forms are available in the office.

Our Safety Measures

- Many staff are trained in first aid and emergency procedures.
- Each classroom has a stocked first aid kit.

Thank you for helping us keep our preschool a healthy place for everyone!

Preschool Safety Procedures

- Children are never left unsupervised, indoors or outdoors.
- All children must be dropped off and picked up by a parent, guardian, or an authorized adult. Children will not be released to anyone else.
- We regularly practice safety drills, including:
 - Monthly fire drills
 - Tornado drills
 - At least one "Stay Put" drill each year (our school's lockdown drill)
- Emergency plans are posted in each classroom.

In Case of an Accident

If your child is hurt, we will:

- Contact you or your emergency contact right away (and call 911 if needed)
- Complete an accident report, which will be reviewed by the Principal or Director
- Make sure your child receives the care they need

Please make sure your child's Emergency Medical Form is up to date. Any changes must be submitted to the staff in writing.

Additional Safety Notes

- No aerosol sprays will be used in the classroom while children are present.
- All preschool staff are mandated reporters and are required by law to report any suspected abuse or neglect to Montgomery County Children Services or the police.

Discipline Policy

Students and staff will work in a collaborative approach to develop expectations that promote good manners and a positive social interaction. All discipline is handled in a positive, respectful and consistent manner. Good listening skills and general rules are posted in the classroom and are reviewed with the children frequently. Talking with a child about his/her behavior or giving them time to think about good and bad choices usually helps most discipline problems. We attempt to help each child gain confidence and knowledge that will develop their self-regulation skills.

Behavior Management/Discipline

(A) A preschool staff member in charge of a child or a group of children shall be responsible for their discipline.

(B) The center shall have a written discipline policy describing the center's philosophy of discipline and the specific methods of discipline used at the center. This written policy shall be on file at the center for review. Constructive, developmentally appropriate child guidance and management techniques are to be used at all times, and shall include such measures as redirection, separation from problem situations, talking with the child about the situation, and positive reinforcement for appropriate behavior. The center's written discipline policy is to comply with this rule, section 3319.46 of the Revised Code and rule 3301-35-15 of the Administrative Code.

(C) Behavior management/discipline policies and procedures shall ensure the safety, physical, and emotional well-being of all individuals on the premises. If suspension, expulsion, and removal policies exist, they are to be written in accordance with section 3313.66 of the Revised Code.

(D) The center's actual methods of discipline shall apply to all persons on the premises. In addition to the restrictions outlined in rule 3301-35-15 of the Administrative Code, the following apply:

(1) There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.

(2) No discipline shall be delegated to any other child.

(3) No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, so the child may regain control.

(4) No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box, or a similar cubicle.

(5) No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or other verbal abuse.

(6) Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.

(7) Techniques of discipline shall not humiliate, shame, or frighten a child.

(8) Discipline shall not include withholding food, rest, or toilet use, and food shall not be used as a reward for behavior.

(9) Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability, and the child shall be within sight and hearing of a preschool staff member in a safe, lighted, and well-ventilated space.

(10) The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

(11) A staff member who suspects that a child has been abused or neglected is to immediately notify the public children services agency and a serious incident report is to be completed and submitted to the department in accordance with section 2151.421 of the Revised Code.

(E) The parent of a child enrolled in a center shall receive the center's written discipline policy. The center is to communicate and consult with the parent prior to implementing a specific behavior management plan. This plan will be consistent with this rule and in writing and signed by the parent.

(F) All preschool staff members shall receive a copy of the center's discipline policy for review upon employment.

Food Allergy Awareness

The incidence of food allergies in our student body continues to increase. Every year we enroll more students with peanut, nut, and other severe allergies that may be life threatening. Therefore, Centerville City Schools has adopted Food Allergy Guidelines and has decided to refrain from any activities involving peanut butter, peanuts, or nuts in the preschool, kindergarten, and elementary. "Allergy Free" tables will be available during lunch at the kindergarten and elementary levels.

Parents are encouraged to bring non-food items for birthday treats. Please contact your child's teacher before sending any food items to school for birthdays, school parties, etc. The teacher will be able to give you allergy information relevant to your child's class.

If you have a child who has food allergies, please contact your child's teacher and nurse and complete a food allergy form.

Toys from Home

The preschool is well supplied with appropriate toys for each child's age and developmental stage. These materials help the children learn to share, trade and initiate activities. We therefore request that toys not be brought from home.

The exception is if your class is having a designated sharing or "show and tell" day. On that day, your child is encouraged to bring in an item from home. That item is to be left in the backpack or placed in a cubby until the appropriate sharing time. Please be sure your child's name is on his/her "sharing" item.

We ask that all toys remain at home. If a child needs a "comfort" object, we will work with your family to see if something can remain at school.

Snacks

The district provides a daily snack for our preschool program. The snack calendar can be found on our website: <https://preschool.centerville.k12.oh.us/learning>.

If your child has any food allergies, please alert the preschool staff and complete the Food Allergy form.

Transportation

Transportation is offered through Centerville City Schools to children's family homes within school/district boundaries.

Students with an Individualized Education Plan (IEP) will be offered specialized transportation with support as developed by their IEP team with parents.

Student Arrival and Departure

If your child is being transported by a daycare, please request that the daycare be prompt for arrival and dismissal.

If someone unfamiliar to the staff is to pick up your child, please notify us in writing and make your child aware of the change. Please keep in mind that the staff may ask for identification from this person to be sure that this is your authorized replacement! A written note signed by the parent is required. It is difficult for us to take last minute phone calls. Please limit them to emergencies only. If you are carpooling, please fill out our alternate transportation form.

Primary Village North

If you are transporting a preschool child, you may use the circle drop off or park your car and walk your child to the Cooking Classroom doors for both arrival and dismissal. Upon arrival, staff will greet and escort children to their classrooms.

At the end of the day, preschool staff will bring children to the door closest to the Cooking classroom for parent pick-up if they are not riding a bus. Children need to be picked up promptly at dismissal time. For the safety of your child, you may be asked to provide Identification. Children utilizing bus services, will also walk or be escorted through the Cooking classroom entrance.

Primary Village South

Parents may park their car and bring children to the main entrance. Preschool staff may escort children to their classroom or you may sign in at the front desk, obtain an identification badge, and escort your child to his/her classroom.

Parents may opt to use the parent drop off that is closest to the playground **only for the morning classes.** When dropping off, please alert staff that your child is preschool so that they could be escorted inside the building. If no staff are present, you must park your car and escort your child to the main entrance.

We do not have the staff to offer each child an escort from their parent's car into school for the afternoon session. Afternoon Session parents or guardians will need to park their car and escort their child to the gym door entrance where a preschool staff member will be waiting until 11:55 a.m. After 11:55 a.m., parents will need to escort their child to the front entrance and check in with the office.

Parents may always park their car and bring children to the main entrance. Preschool staff may escort children to their classroom or you may sign in at the front desk, obtain an identification badge, and escort your child to his/her classroom.

This is necessary to keep preschool children monitored and safe. We appreciate your support in this matter.

Children need to be picked up promptly at dismissal time. At dismissal time, the staff will accompany the children to board the buses. If you are picking up your child from school, you are asked to park your car, enter through the gymnasium door (which is on the right side of the gym near the playground), sign out your child and walk them to your car. For the safety of your child, you may be asked to provide identification.

Dress Code

Please label all of your child's belongings with his/her name

Preschool is an active environment so please dress your child in play clothes. The children will be exploring all kinds of art and other materials that may be messy. Children wear protective smocks for art but accidents and spills still happen. The children will be climbing on play equipment that can be slippery so gym shoes are recommended for safety.

Please provide an extra set of clothing for your child in case of accidents, spills, etc. Place the clothes in a zip-lock bag labeled with your child's name that can be kept at school. Should your child need to change clothes at school, please remember to return an extra set the next school day.

Outdoor play will be provided as often as weather permits so dress your child for the weather each day. On sunny days, we recommend that you apply sunscreen prior to sending your child to school. Gloves, mittens, and hats are recommended during the colder months.

Holidays and Birthdays

The preschool class has two celebrations each year. Fall and Winter.

We encourage the recognition of birthdays. If your child has a summer birthday, we will gladly celebrate a "half" birthday during the school year. Please let your child's teacher know in advance.

We prefer food or items from home not be sent into school, especially without teacher consent, as some children have specific diets; however, we make every effort to acknowledge and celebrate this special day for your child.

Parent Participation

The parents at Centerville Preschool are a key component to the success of our program and the enthusiasm generated by the children. Your special skills and talents are appreciated and we can always use your help. We will contact you early in the school year with a survey regarding volunteering including your preferences and availability. Our Parent Teacher Organization is vital to our success and we encourage your involvement. Meetings are held once a month to support preschool thru first grade programming, parent education and family events.

Home visits may be scheduled to address specific program goals and plans. The visits should be a relaxed time to jointly share ideas and information about your child.

Please take time each day to check your child's school bag for information from school and/or activities completed that day. Please read parent newsletters for other opportunities to become involved.

Parents of children enrolled in the program shall be permitted unlimited access to the school during its hours of operation to contact their children, evaluate the care provided by the program, the premises, or for other purposes approved by the director. Upon entering the premises, parents shall report to the school office.

The team may utilize email, Zoom, Google Resources, and the Parent Square app to increase parent participation.

Communication

Teachers will contact parents to confirm their preferred method of communication, which may include Parent Square, email, phone, home-school folders, or mail. Parent Square has an option to translate to many languages. If you have specific communication needs, such as receiving messages in a different language or in bold print, please let your child's teacher know so we can accommodate you.

Student progress is shared quarterly for students identified with specific learning needs and twice per year for typical students via report cards. All students will have individual conferences to discuss progress in the fall and the spring. Reports align with Ohio's Early Learning Development Standards for ages birth to five.

Many teachers also send weekly updates on classroom activities. Please contact your child's teacher or the director with any questions or concerns.

Parent-Teacher Conferences

Parent/Teacher conferences will be held following the first and third quarters. This is an opportunity for parents and teachers to share ideas, impressions, concerns and information about the child and his/her environment both at home and at school. Of course, parents can make appointments with the teacher throughout the year as deemed necessary. Phone and e-mail contact are also welcomed.

Per parent request or health needs, zoom conferences may also be used for conferences and meetings to meet parent and health needs.

School Cancellation and Delays

In the event that the Centerville City Schools are closed due to snow or extreme weather, Centerville Preschool will also be closed. In the event of a 2-hour delay, the preschool will follow the kindergarten schedule for Centerville City Schools:

If there is a **2-hour delay**:

· **AM Preschool:** 10:10 a.m. – 11:50 a.m. ·

PM Preschool: 12:55 p.m. – 2:35 p.m.

You'll receive a phone message from the district system, and information will also be posted on the district website and local news channels.

In addition, you can check Centerville Schools' website, www.centerville.k12.oh.us, or check your local TV/radio channels for the latest information.

Calendar

Centerville Preschool operates Monday through Thursday beginning August 20, 2025 through May 28, 2026. We will follow Centerville City Schools Elementary building calendar for all holidays, in-services and conferences.

Preschool Parent Calendar

2025/2026

AUGUST 2024				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Aug 11 All Staff Meeting

Aug 13 First day for K-1

Aug 20 First day for Preschool

SEPTEMBER 2024				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Sept 1 Labor Day - Closed

Sept 12 Teacher In-Service

OCTOBER 2024				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Oct 13 Teacher In-Service

Oct 23 & 24 Parent/Teacher Conf

NOVEMBER 2024				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

Nov 14 Teacher In-Service

Nov 26-28 Thanksgiving Break

DECEMBER 2024				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Dec 22-31 Winter Break →

JANUARY 2025				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Jan 1-2 Winter Break

Jan 16 Teacher In-Service

Jan 19 Martin Luther King Day

FEBRUARY 2025				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

Feb 13 Teacher Work Day

Feb 16 Presidents' Day

MARCH 2025				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Mar 20-27 Spring Break

APRIL 2025				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Apr 24 Teacher Work Day

MAY 2025				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 25 Memorial Day

May 28 Last Day for Students

May 29 Teacher In-Service

	M-Th CHILD Days
	No School for Preschool

In the event of a 2-hour delay, the preschool will follow the schedule below:

AM preschool will start at 10:10 AM and end at 11:50 AM.

PM preschool will start at 12:55 PM and end at 2:35 PM.



Play...Learn...Grow

Parent / Comment Concern Procedure

We welcome your comments. Please contact us if you have any concerns or questions regarding our preschool and /or your child's early childhood program.

If your child has an IEP and you have concerns regarding your parental rights or your child's program, please contact us so that we may attempt to resolve them.

Thank you,

Centerville Preschool Staff
438-6030 ext. 4707



**Department of
Children & Youth**

Ohio Department of Children and Youth

Department of Children and Youth | 246 North High Street, 8th Floor,
Columbus OH 43215 info@childrenandyouth.ohio.gov

This preschool program is licensed by the Ohio Department of Children and Youth and follows Ohio's Early Learning Content standards. Our general education curriculum is High Scope which is aligned with Ohio's Early Learning Developmental Standards. We follow Centerville City Schools adopted policies and procedures which include Ohio's Policies and Procedures for special education.

Department personnel are available to discuss any concerns or complaints you have as a parent. **Please contact the Child Care Policy Help Desk at 877-302-2347 option 4 or email childcarepolicy@childrenandyouth.ohio.gov.**