



**PRE-K COUNTS  
FAMILY HANDBOOK  
2025-2026**



**PRE-K EARLY CHILDHOOD PROGRAM**

AMENDED 10/2025

Funding provided by:  
PA Pre-K Counts Grant

## Pre-K Philosophy

The Harrisburg Pre-Kindergarten Program is based on the belief that:

- Parents/Guardians/Caregivers are a child's first teacher.
- Children learn through play and exploration.
- Children are decision makers.
- Children are critical thinkers and problem solvers.
- Teachers guide learning.

**The classrooms are divided into distinct learning areas:**

- |                                |                     |
|--------------------------------|---------------------|
| * Art                          | * Manipulative Toys |
| * Library                      | * Music             |
| * Blocks/Construction          | * Dramatic Play     |
| * Computers / Listening Center | * Science           |
| * Math                         | * Sensory Table     |



## **Children's Learning:**

Children's individual development and learning are constructed on a continuum that builds on prior experience and knowledge. Each child's unique learning style, ability and experiences join together to support progress along the continuum.

Our Pre-K program teaches the whole child. Students are provided with opportunities to learn, play, discover, and grow in areas that will enhance their academic, emotional, and social development.

## **Pre-K Counts Grant:**

The School District of Harrisburg's Pre-K program is fully funded by the Pre-K Counts Grant. Because of this, there are specific program requirements regarding attendance and participation.

**Early Learning Curriculum-** *Teaching Strategies* is **the** approved curriculum all teachers will be using to support the learning and development of our PreK scholars. *Heggerty* is the approved foundations program utilized to develop a child's phonemic awareness, the ability to notice, think about and work with individual sounds. *Al's Pals* are the learning tools teachers will use to support social emotional learning, a vital component of the PreK academic journey. To monitor the progress of our PreK scholars, teachers will administer various formal and informal assessments and share this progress observed around your PreK scholar's early learning development.

## **Pre-Kindergarten and Kindergarten PA State Standards Links:**

[Pennsylvania Learning Standards for Early Childhood-Pre-Kindergarten](#)

[Pennsylvania Learning Standards for Early Childhood - Kindergarten](#)

## **McKinney Vento Act: Homeless/Displaced Students**

**Please visit the district website for additional information:**

<https://www.hbgdsd.us/about-us/mckinney-vento-act>

Contact: Gia Johnson, Homeless Liaison and Foster Care Point of Contact

Office: 717-703-4106

[gdjohnson@hbgdsd.us](mailto:gdjohnson@hbgdsd.us)

## **Multi Language Learners/Title III Program:**

As a requirement under Title III funding, the Harrisburg School District provides programs and services specifically for our families of multilingual learners. These programs and services enable parents, guardians, and families to support the education of their children. Through targeted language-based programs, families of multilingual learners develop literacy skills to enhance communication between home and school.

At the time of enrollment, parents and guardians of multilingual learners complete the home language survey. If it was indicated that the child speaks or is/was exposed to a language other than English, the survey will be reviewed by the English Language Development (ELD) Department. If further information is required for determination of the support needed for the child, the parent or guardian will be contacted by our ELD Department.

### **Transportation:**

Harrisburg School District provides transportation for our Pre-K Counts scholars. If your PreK scholar requires district transportation, please contact the Pre-K Counts office. Please note that transportation to the PreK Counts program is a privilege and is not mandatory. Therefore, it is important to adhere to the rules of the bus/van to and from school to ensure safety for all scholars.

In the event there is a concern, our transportation department will issue a bus conduct form in which you will be contacted to discuss and review. The goal of the discussion is to rectify the situation. However, if bus conduct write-ups become repetitive in nature, there may be a possibility of your child being removed from the bus/van for the duration of the school year. In the event there is a transportation concern please contact our transportation office at (717) 703-4055.

# **POLICIES, PROCEDURES, & GUIDELINES**

## **Attendance:**

- Students enrolled in the Pre-K Counts program are considered full-time students and MUST attend school every day.

***The State of PA Pre-K Counts Grant Guidelines requires daily attendance and removal from the program once 18 days of absence has been reached to allow eligible students on the waiting list an opportunity to participate in the program.***

## **Attendance Policy**

To promote good attendance outlined in the proceeding policy, the following procedures must be followed: written doctor's excuses, attendance contracts, and consequences for excessive absences via removal from the Pre-K Counts Program.

**Attendance:** The Office of Child Development and Early Learning requires regular attendance of all students participating in Pre-K Counts. **Children must have an attendance percentage of 85% or better to retain Pre-K Counts funding.**

Failure to maintain the 85% attendance will result in loss of funding.

### **Excuses that may be considered "legal" absences:**

1. Quarantined
2. Personal Illness
3. Religious Reasons
4. Death in Immediate Family
5. Natural Disaster or Severe Weather
6. Educational Trips (Required to have Director Permission – Trip Slip must be filled out ahead of time)
7. Reasons agreed upon by the Director in Advance (Written Documentation Needed)

**Late/Arrival Tardiness:** It is important that your child arrives on time and is ready to learn. Please be aware of your child's start time.

**Excessive Absences/Tardiness:** The Commonwealth of Pennsylvania requires a parent/guardian to provide the means for their child to attend school regularly. Physicians' notes, or other legally verifiable excuses, are required for ALL absences over ten (10) cumulative absences per school year.

**Consequences of Excessive Absence/Tardiness:** If a child has been absent/late for an accumulation of 5 or more days and/or exhibits a pattern of excessive absences during the school year, parents/guardians will receive a written notice stating that their child is jeopardy of losing Pre-K Counts funding. **Excessive Absences or Tardiness may not total more than 18 days per school year.**

**Absences:**

- If your child is absent, you must have a note on the day your child returns to school.

<u><b>Types of Absences</b></u>	<u><b>Definition</b></u>	<u><b>Examples</b></u>
Excused Absences  <b>PROOF REQUIRED</b>	Those absences when a student is prevented from attending for mental, physical, or other urgent reasons	<ul style="list-style-type: none"><li>• Illness</li><li>• Family emergency</li><li>• Death of a family member</li><li>• Doctor appointments</li><li>• Fire/Natural disaster</li><li>• Others as determined by the Supervisor or Principal</li><li>• Approved educational trips (no more than 5 total days per school year)</li></ul>
Unlawful Absences	Any absences that are not included in the above definition of excused absences	<ul style="list-style-type: none"><li>• Absences not noted above Educational Trips that have not been approved</li><li>• Any educational trips more than 5 days per school year</li><li>• Transportation issues</li></ul>

<u>Number of Unexcused Absences</u>	<u>Action Taken by the District</u>	<u>Reason</u>
3 Days Consecutive Unexcused Absences	The classroom teacher will also communicate with you regarding your child's absences and remind you of the Grant-Required Attendance Rules.	The call is to be proactive in finding and assisting with a solution to avoid excessive absences that may lead to removal from the program.
5 Days Consecutive Unexcused Absences	A letter will be sent home. The classroom teacher will call to communicate with you regarding your child's absences and remind you of the Grant-Required Attendance Rules.	The letter and call are to be proactive in finding and assisting with a solution to avoid excessive absences that may lead to removal from the program.
<b>10 or more consecutive</b> or more than 10 percent unexcused absences over the course of the school year	The Pre-K Counts Department will contact you for a meeting. Your availability is mandatory. If you cannot be reached by phone, an alternative method will be tried.  <b>Removal from the Pre-K Counts Program</b>	Students with <b>10</b> or more consecutive unexcused absences are considered chronically absent. A formal meeting is required to resolve the issue and avoid further absences that may result in removal from the Pre-K Counts Program.  The State of PA Pre-K Counts Grant Guidelines requires daily attendance and removal from the program once 10 days or more of absence is reached to allow eligible students on the waiting list to participate.

## **Educational/Trips:**

- Please do not plan educational trips more than 5 days during the school year.
- There is an official district approval form that must be completed and submitted to the school secretary at least 10 days before the trip. Please contact your child's teacher or the school secretary for this form.
- No more than 5 days per school year will be marked "excused". •Any trips in excess of 5 approved days will be "unexcused" and may result in your child's permanent dismissal from the program.

## **Tardiness:**

- The PreK school day is from 8:50 a.m.– 3:50 p.m.
- If your child is not at school by 8:50 a.m., he/she will be marked tardy.
- The accumulation of minutes tardy may add up to absences.
- When students are late to school they miss valuable instructional time.
- Tardiness is not only disruptive to the start of your child's day but also to others in the classroom.
- Tardiness letters will be sent and/or meetings/calls will be scheduled when your child reaches 5 unexcused tardies. Subsequent meetings will be scheduled at the discretion of the teacher, principal, and/or Early Childhood Director.
- If your child is late to school, he/she will not have a lunch choice.

## **Early Dismissal:**

- If your child needs to leave school early for an appointment, please notify the teacher ahead of time in writing

## **Suspensions:**

Harrisburg School District has a suspension guideline in place, but our goal for Pre-K Counts is to provide a developmentally appropriate learning environment for our early learners. We are committed to providing an environment which fosters support through appropriate social, emotional, academic, and physically engaging activities. However, we do know our early learners may require additional resources to support social and emotional needs. Our goal is to always keep our early learners in school and utilize preventative and age-appropriate measures.

Through the support of OCDEL, we will provide the necessary resources to support our learners.

Additionally, our teachers will be utilizing AI's Pals, and the OCDEL approved social and emotional learning resources to enhance the social and emotional needs of our students.

Process to Support Students to promote Positive Behavior:

- Use of AI's Pals to support students' social and emotional needs.
- Meet with parents to develop a plan to support behavioral needs.
- Incorporate school social worker and or counselor/Progress Monitoring
- Contact CAIU early intervention for support.
- Use of a pause day to revisit supports
- Suspension from the program\* this can be utilized earlier depending on the severity of the behavior.
- Team meeting to determine if a better placement is needed to support the needs of the students and family.

**Title IX information:**

*Harrisburg School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. Inquiries about Title IX may be referred to Harrisburg School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. Harrisburg School District's Title IX Coordinator is Marlena Lang, Director of Human Resources, [mlang@hbgsd.us](mailto:mlang@hbgsd.us), 717-703-4121 or Olivia DeRicco, Labor Relations Specialist, [odericco@hbgsd.us](mailto:odericco@hbgsd.us), 717-703-4052 . Harrisburg School District's nondiscrimination policy and grievance procedures can be located at [www.hbgsd.us](http://www.hbgsd.us) on website. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to [www.hbgsd.us](http://www.hbgsd.us) on website.*

## **Illnesses:**

- To ensure a safe and healthy environment, please keep your child home if within the last 24 hours or currently he/she has/had any of the following:
  - has a fever of 100.4 degrees or higher
  - has diarrhea
  - cannot eat or drink without vomiting
  - has symptoms of a possible communicable disease
  - has a rash or sore that is red and warm to the touch
  - one or both eyes have yellow matter or are itchy/red
  - chicken pox, mumps or measles
  - has persistent cough
  - has a runny nose with infectious mucus (green/yellow)
  - has untreated lice or their eggs (nits) on hair or scalp (nurse will periodically check for the presence of nits)
  - is too ill to go outside for a daily walk or exercise
- If your child is sent to school ill, or becomes ill in school, the nurse will assess your child's condition and will contact a parent/guardian or emergency contact person, as needed.
- If your child has had any contagious illness, a doctor's note indicating that your child is no longer contagious is required for your child to return to school.

## **Medications:**

- If your child needs to take medication during school hours, please contact the nurse for further information.

## **Toys/Electronics or items from home:**

Children are not permitted to bring toys or electronics from home as they create distractions and could be damaged or lost. The district is not responsible for damaged or lost toys and electronics brought to school.

## **Educational Resources and Events:**

- In an effort to engage and support families in the learning process, family engagement activities will be offered to families monthly. These events will be held at various locations. Information will be communicated via Class Dojo and on the District website.

## **Clothing Restrictions:**

- Children should be sent to school in comfortable play clothing. Keep in mind that they can get messy or dirty.
- Rubber soled shoes are strongly encouraged.
- Velcro shoes are encouraged.
- Sandals, flip-flops, jellies, and other open-toed shoes can be dangerous on the playground. Students may be excluded from recess if the teacher determines that footwear may be unsafe.
- Please label all clothing with your child's name. Permanent markers are available at the school.
- Students participate in nap time, please send a blanket.
- PLEASE SEND AN EXTRA PAIR OF UNDERWEAR, PANTS, SHIRT, AND SOCKS TO BE KEPT AT SCHOOL IN CASE OF A BATHROOM ACCIDENT OR SPILL.

## **Hygiene & Bathroom Skills:**

- Please work with your child so that he/she knows how to use tissues and can blow his/her nose independently.
- Teachers and/or Teacher Assistants will not assist students when they use the toilet. It is important for children to be able to do the following:

- wipe after toileting
- wash his/her hands after using the toilet
- pull up/down pants
- button & zip pants
- belts are discouraged

## **Meals:**

- Healthy meals and snacks are provided for the students.
- **Please do not send in any snacks or beverages (candy, soda, gum or other treats) to school with your child.**
- ALL meals are funded by the PA Pre-K Counts Grant.
- Students should be able to use utensils when eating.
- If your child does not like the lunch choices provided by the district, you are encouraged to pack a healthy lunch instead.

## **Parent Engagement:**

Harrisburg School District recognizes the importance of parental involvement in the goal of academic excellence for every child. Our Title I Parent Involvement Policy can be found on our Ben Franklin Elementary and Downey Elementary Site. This serves as a guide for parental involvement. Working together as a team, parents/guardians and the school staff will prepare students to become lifelong learners. Please note each building has a Family Engagement Specialist that will be hosting events for Pre- K Counts to 5<sup>th</sup> grade families.

## **Visitors:**

- All classroom/school visitors must sign in at the main office upon entering the building.
- If you would like to visit the classroom or meet with the teacher, please contact the teacher to schedule an appointment ahead of time.

## **Volunteers:**

- We welcome volunteers in the classroom/school.
- Parents or guardians must complete the required district paperwork to volunteer in the classroom, school or to chaperone field trips.
- Please contact the school secretary for details and paperwork.

## **Parent Pick-Up:**

- The child can only be released to an adult whose name has been provided to the school by the parent.
- Everyone including parents must have photo ID with them. The teacher/assistant will ask to see ID.
- If you are sending someone to pick up your child at school who is not on the list, you must send a note that day or permanently add this person to the pick-up list in the main office. We will not accept phone calls, voicemails, etc.

### **Updated Emergency Information:**

- Please inform the main office and classroom teacher of any phone number and the enrollment center for address changes.
- Also, please be sure that your emergency contact information is up to date. Emergency contacts should be someone outside of your household.

### **Legal Documents:**

- It is the parent/guardian's responsibility to provide a copy of all legal documents to the enrollment office and teacher for your child's file. This includes, but is not limited to, custody paperwork, guardianship forms, PFAs, etc.

### **Additional District Policies:**

- All Pre-K students are required to follow all HBGSD policies.
- Please refer to the HBGSD website for the full policy manual or contact the main office.

### **Photographing Policy:**

Photographs and videotape footage of students and employees involved in various school-related activities are often used as part of the district's electronic and printed publications. If you do not want photographs or footage used in the district's publications, please complete and submit the appropriate photo refusal form available through the school office by September 30th.

### **Emergency Preparedness Drills:**

- Students must participate in fire drills, emergency crisis drills, and severe weather drills throughout the school year.

### **Unscheduled School Closings/Delays:**

- The Pre-K Counts program follows the closing schedule of the School District of Harrisburg.
- The district will inform parents and guardians of closings or delays via robocall and TV stations, and the districts website.

### **Parent Link- Automated Phone Calls:**

- Parents and guardians will receive a recorded message from the school district to announce delayed openings and/or school closings.
- Phone numbers must be current to receive these messages.
- Please notify the classroom teacher or the school secretary of any changes.

### **2-Hour Inclement Weather Delays:**

- If there is a 2-hour delay, Pre-K will begin two hours later, which is 10:50am. The end time will remain the same (3:50pm).

### **2- Hour Early Wednesday Release Days:**

- \*Students will be dismissed every Wednesday at 1:50pm, unless indicated differently on the district calendar.

# Contact Information

Schools	Teachers & Principals
<p><b>Ben Franklin Elementary</b>            1205 N. 6<sup>th</sup> Street Harrisburg, PA 17102            717-703-1200  <b>(f) 717-703-1215</b></p>	<p><b>Teacher:</b> Elizabeth Brooks <a href="mailto:Ebrooks@hbgsd.us">Ebrooks@hbgsd.us</a>            Teacher Assistant: Tatayana Vickers</p> <p><b>Teacher:</b> Jamie Brent  <a href="mailto:jbrent@hbgsd.us">jbrent@hbgsd.us</a>            Teacher Assistant: Jada Bailey</p> <p><b>Principal:</b> Dr. Scott Lindsey  <a href="mailto:slindsey@hbgsd.us">slindsey@hbgsd.us</a></p>
<p><b>Downey Elementary</b>            1313 Monroe St.  <b>Harrisburg, PA 17103 (T)717-703-1240 (F)717-703-1245</b></p>	<p><b>Teacher:</b> Elizabeth Booze  <a href="mailto:Ebooze@hbgsd.us">Ebooze@hbgsd.us</a>            Teacher Assistant: Yvonne Gross</p> <p><b>Teacher:</b> Kaylee Laychock <a href="mailto:klaychock@hbgsd.us">klaychock@hbgsd.us</a>            Teacher Assistant: Callee Williams</p> <p><b>Principal:</b> Rhonda Eckenroth <a href="mailto:reckenroth@hbgsd.us">reckenroth@hbgsd.us</a></p>
Building	Staff
<p><b>Harrisburg Administration Building</b>            1010 N 7th Street Harrisburg, PA 17102</p>	<p><b>Dr. Sabina Grant-Spencer, Director of Early Childhood</b>  <a href="mailto:sgrant-spencer@hbgsd.us">sgrant-spencer@hbgsd.us</a></p> <p><b>Dr. Christy Thompson, Chief of Accountability</b>  <a href="mailto:cqthompson@hbgsd.us">cqthompson@hbgsd.us</a></p> <p><b>Denise Anderson, Pre-K Counts Secretary</b>  <a href="mailto:deanderson@hbgsd.us">deanderson@hbgsd.us</a></p>

## Harrisburg School District 2025-2026 CALENDAR

Aug. 18-22 New Teacher Induction  
 Aug. 25 First day back for all teachers and staff  
 Aug. 25-29 First week for all teachers and staff/PD

AUGUST 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**Instructional Days: 0**  
**Teacher Days: 5**

FEBRUARY 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Feb. 16 President's Day (District Closed)

**Instructional Days: 19**  
**Teacher Days: 19**

Sept. 1 Labor Day (District Closed)  
 Sept. 2 Pre-K-12 First Day of school

SEPTEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**Instructional Days: 21**  
**Teacher Days: 21**

MARCH 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Instructional Days: 22**  
**Teacher Days: 22**

Oct. 13 Columbus Day (Schools Closed-Offices Open)

OCTOBER 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**Instructional Days: 22**  
**Teacher Days: 22**

APRIL 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Apr. 2 Spring Break (Schools Closed-Offices Open)  
 Apr. 3 Spring Break (District Closed)  
 Apr. 6 Spring Break (Schools Closed-Offices Open)  
 Apr. 9 End of MP3  
 Apr. 20-30 PSSA Testing Window

**Instructional Days: 19**  
**Teacher Days: 19**

Nov. 4 Election Day (School Closed-Act 80 Day)  
 Nov. 5 Early release  
 Nov. 5 End of MP1  
 Nov. 11 Veterans Day (District Closed)  
 Nov. 25 Parent conferences (1/2 day students)  
 Nov. 26 Parent Conferences (No School)  
 Nov. 27-28 Thanksgiving (District Closed)

NOVEMBER 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**Instructional Days: 15**  
**Teacher Days: 16**

MAY 2026						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 11 PSSA Testing Window  
 May 11-22 Keystone Testing Window  
 May 19 Election Day (School Closed-Act 80 Day)  
 May 25 Memorial Day (District Closed)

**Instructional Days: 19**  
**Teacher Days: 20**

Dec. 1 Holiday Break (Schools Closed-Offices Open)  
 Dec. 19 Holiday Break (1/2 day students)  
 Dec. 22-23, Winter Holiday (Schools Closed-Offices Open)  
 Dec. 24-25 Winter Holiday (District Closed)  
 Dec. 26-30 Winter Holiday (Schools Closed-Offices Open)  
 Dec. 31 Winter Holiday (District Closed)

DECEMBER 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Instructional Days: 14**  
**Teacher Days: 14**

JUNE 2026						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 12 Last day for students- Early Dismissal  
 June 13 Graduation  
 June 15 1/2 Day teacher clerical  
 June 19 Juneteenth (District Closed)

**Instructional Days: 10**  
**Teacher Days: 11**

Jan. 1 Winter Holiday (District Closed)  
 Jan. 2 Winter Holiday (Schools Closed-Offices Open)  
 Jan. 19 MLK Day (District Closed)  
 Jan. 29 End of MP2

JANUARY 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**Instructional Days: 19**  
**Teacher Days: 19**

JULY 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July 3 Independence Day Holiday (District Closed)

**Total Instructional Days: 180**

First & Last Day for Students | 
 2 Hr Early Release Day | 
 District Closed | 
 No School Offices Open | 
 No School, Professional Development, Act 80 Days  
End of Marking Period | 
 Parent Conferences | 
 State Assessment Window | 
 Graduation  
New Teacher Induction | 
 First Week for Teachers & Staff | 
 1/2 Day Teachers

[Click-Go to District Calendar Page for Full View](#)

25-26 Early Learning Centers

<p>A &amp; J Child Development Group Daycare LLC 1819 State Street Harrisburg PA 17103</p>	<p>Saadia Gaston Owner <a href="mailto:saadiagaston@yahoo.com">saadiagaston@yahoo.com</a> 717-433-2272</p>
<p>Ava's Garden 2963A N 7<sup>th</sup> St Harrisburg, PA 17119</p>	<p>Tiuanna Banks Director 717-829-9000 <a href="mailto:tbanks.avasgarden@gmail.com">tbanks.avasgarden@gmail.com</a></p>
<p>Bright Futures Learning Centers, Inc. 1745 N Cameron St, Harrisburg, PA 17103</p>	<p>Shayla Mitchell Executive Director <a href="mailto:smitchell@brightfuturespa.org">smitchell@brightfuturespa.org</a> 717-236-2000</p>
<p>Bright Minds Early Learning Center 2910 Brisban St Harrisburg PA 17111</p>	<p>Jayson Davenport Director <a href="mailto:brightminds717@gmail.com">brightminds717@gmail.com</a> 717-561-0524</p>
<p>Camp Curtain YMCA 2135 N6th St Harrisburg PA 17110 (717)238-9622</p>	<p>Ms. Tisha Burns Executive Director C-412-513-7641 <a href="mailto:Tish.Burns@ymcaharrisburg.org">Tish.Burns@ymcaharrisburg.org</a></p>
<p>Capital Area Head Start 1654 Walnut St Harrisburg PA</p>	<p>Tonya Jasper-Social Service Specialist 717-614-5701 Angela Brand-Program Support Specialist  Pam Doyle-Program Supervisor-717-343 -3153 Sharicka Peters-Educational Coach <a href="mailto:shpeters@klts.org">shpeters@klts.org</a> -717-514-6987</p>
<p>Catherine Hershey School for Learning 1901 North 6<sup>th</sup> St Harrisburg, PA 17110</p>	<p>Malissa Lorenzo Center Director (717)275-0492 <a href="mailto:malissa.lorenzo@chslearn.org">malissa.lorenzo@chslearn.org</a></p>
<p>Color Our World Early Learning Center 2950 Woodland St Harrisburg, PA 17110</p>	<p>Denise Hines Director 717-592-9665 <a href="mailto:Dh3549@aol.com">Dh3549@aol.com</a></p>
<p>Keystone Early Learning Center 400 North Street Rm 125 Harrisburg, PA 17120</p>	<p>Andrea Jackson, Today Care Coordinator (Office) 717) 783-3842</p>

(Office) 717) 783-3842	<a href="mailto:ajackson@todaycare.com">ajackson@todaycare.com</a>
Kindness Counts Learning Center 3235 N 4th St Harrisburg, Pa	717-409-8965
PHEAA Early Learning Center 1200 N 7 <sup>th</sup> St Harrisburg, PA 17102	Tracy McGovern Director (717) 720-3701
Retikis Open Arms Childcare 2 3050 Canby St STE B Harrisburg PA 17103	Jamila Samuels 717-350-2497 <a href="mailto:retikis@comcast.net">retikis@comcast.net</a>
Studio Kids Early Learning Center 1223 N. Cameron St Harrisburg, PA	Lisa Ballard Management Director 717-547-6001 <a href="mailto:lisa@studiokidslearning.com">lisa@studiokidslearning.com</a>
Sunny Days Child Development Center 504 Girard St Harrisburg 1704 & 2617 Herr St Harrisburg, Pa	Juanita Palmer Director <a href="mailto:sunnydaysdc@gmail.com">sunnydaysdc@gmail.com</a> 717-554-0524
Tiny Fingers Toes Early Childcare Academy 2023 Market St Harrisburg, PA 17103	Kody Mills Director <a href="mailto:kmills716@gmail.com">kmills716@gmail.com</a> 717-317-6032
YWCA 1101 Market St Harrisburg, PA 17103	Yohamma Serrano Director, Child Development Center 717-234-7931 <a href="mailto:yserrano@ywcahbq.org">yserrano@ywcahbq.org</a>

# Signature Page

**By signing below, I acknowledge that I have read this handbook and understand its contents. I will contact my child's teacher or principal throughout the year if I have questions or need assistance.**

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Comments/Questions (Please list here)