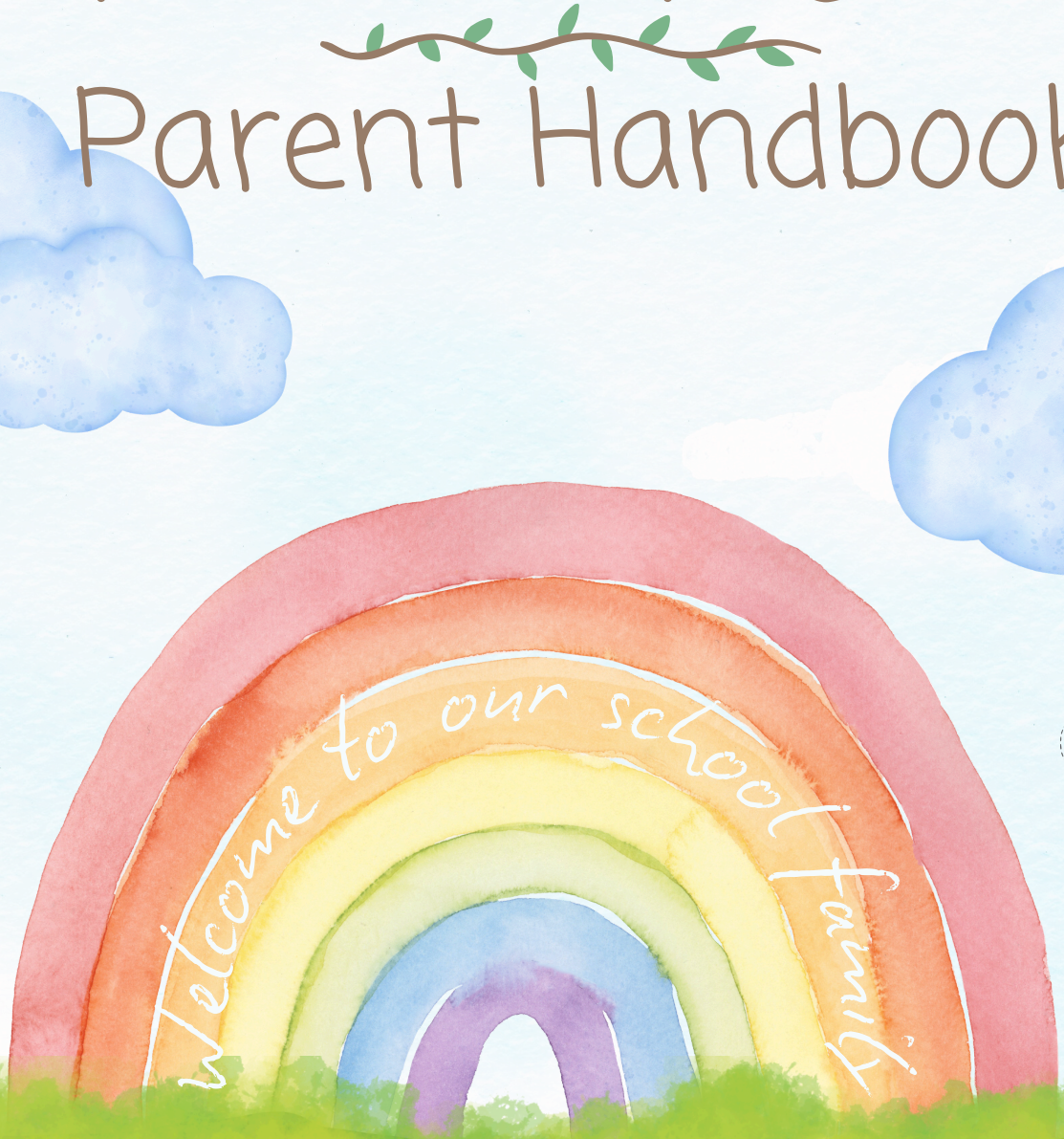
Yoncalla Preschool

Parent Handbook



PRESCHOOL PROMISE

Updated 2026

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Important Contact Information

SUPERINTENDENT:
Chelsea Ross
541-849-2782
Email: chelsea.ross@yoncalla.k12.or.us

For big questions about the district & heavy lift problems

ELEMENTARY PRINCIPAL:
Hanna Drennen
Email: hanna.drennen@yoncalla.k12.or.us

Who you contact when your child is absent and kindergarten enrollment

OFFICE MANAGER:
Lacy Mchaffie
(541)849-2158
Email: lacy.mchaffie@yoncalla.k12.or.us

PRESCHOOL DIRECTOR:
Megan Barber
Phone: (458)802-8365
Email: mbarber@yoncalla.k12.or.us

Who you contact for busing, enrollment, and preschool concerns

PRESCHOOL TEACHERS:
Jessica Smith
Phone: (541)670-1325
Email: jsmith@yoncalla.k12.or.us

Your main points of contact for classroom information

Marlii Smith
Phone: (541)430-0922
Email: msmith@yoncalla.k12.or.us

Wants to answer your health related questions (life saver)

SCHOOL NURSE:
Beth Durbin, RN
(541)849-2158
Email: bethany.durbin@yoncalla.k12.or.us



DISTRICT WEBSITE:
https://www.yoncalla.k12.or.us

Always looking for subs in the classroom!



WELCOME LETTER

Thank you so much for choosing Yoncalla Preschool to be your child's first "School Family." Our staff recognizes that parents are first and foremost the MOST important teacher for your child. For that reason, your preschool teachers look forward to partnering and "co-teaching" alongside you. We love hearing from families; your knowledge and insight regarding your child shapes how our staff impliment curriculum and construct the classroom environment throughout the year.

Please let us know how we can best support you and your child reduce barriers in the classroom - whether it be specific needs, medical conditions, dual language, ability, or anything in between. Our desire to be a welcoming, loving, safe environment for you and your child in the capacity that works best for your family.

Our staff love to remind parents that they are just as much in our "school family" as the students. You may think your child will only be in preschool for a year or two, but you will find that "once in the preschool family, ALWAYS in the preschool family." No matter where this life may take you and your preschooler, our staff will always be here to support and cheer you on!

WE WISH YOU WELL,
Yoncalla Preschool Staff

MEET THE STAFF



Teacher Jessica
Lead Teacher



Teacher Megan
Preschool Director



Teacher Marlii
Lead Teacher

FOUNDED IN VALUES

We Value BELONGING	We Value CONNECTION	We Value RESILIENCE	We Value EMPATHY
Students, staff, and family are seen and valued as essential members of the school family.	Continuously deepening partnerships with students, families, and our community.	All children are viewed and respected as capable, creative, independent problem solvers.	Intuned educators nurturing compassionate students wrapped in JOY for learning!

WE BELIEVE

Mission Statement

In partnership with our families and community, the Yoncalla School District is committed to creating meaningful early learning experiences for all children, mindfully supporting all student needs and abilities. Our district honors the importance of nurturing development through high quality preschool programming. Together, we can build up a strong foundation for our young people to grow and learn for the rest of their lives.

At Yoncalla Preschool, children are encouraged to learn through cooperative play and engagement - cultivating their creative intelligences, independent thinking, and problem-solving strategies, and becoming life-long learners. We believe all children are capable, competent, compassionate, and resilient citizens of their world. With all our hearts, we KNOW our student are the game changers of our future.

WE INVISION

Philosophy Statement

The Yoncalla Preschool is devoted to the development of the "whole" child - mind, body, and heart - recognizing that children learn in their own unique way and time. Through the blended use of HighScope Curriculum and Conscious Discipline, our program provides an inclusive environment that engages each individual child. Our highly qualified staff prioritizes positive, nurturing relationships with children and families. By becoming a "school family", all preschoolers experience the sense of belonging, connection, and unity.

Our students are viewed as active citizens and co-collaborators within their classroom community. Meaningful learning experiences through play encourages young children to become confident explorers of their environment and mindful empathizers with peers. Wrapped within an atmosphere of structure and consistency, children feel safe to think critically and deeply about the world around them. Yoncalla Preschool embraces the local community culture and honors it through our indoor and outdoor environment. Our classrooms reflect the interests of the students, allowing them to master, be challenged by, and explore the objects and materials they find in their everyday lives.

This preschool belongs to the families and community members of Yoncalla. Families are encouraged to participate in the classroom, events, and decision making of the school. Dedicated to being a five-star preschool, staff continuously grow their knowledge base on developmentally appropriate practices, design classroom environments reflective of student language, and maintain the high standards of Oregon's Quality Rating System (SPARK); because our students and families deserve the best from their teachers and school district. No fees are required of families for attending in order to ensure equitable access to preschool.

HOURS OF OPERATION

Yoncalla Preschool operates Monday through Thursday from 8:30am - 2:30pm.

The preschool building will open at 8:15am.
The preschool follows the holiday schedule of Yoncalla School District. When there is a holiday on a Monday and school is closed, the Preschool will operate Tuesday through Friday.

INCLUSION & EQUITY

We are for ALL Students

Yoncalla Preschool welcomes all children and is committed to providing developmentally appropriate early learning experiences that support the full access and participation of every child. We believe that each child is unique; we work in partnership with families and other professionals involved with the child to provide the support every child needs to reach their full potential. All activities, lessons, and events will be made accessible to all children regardless of ability, ethnicity, or religious affiliation. Expulsion is not an acceptable solution for any student. If Yoncalla Preschool is not identified as the preferred environment for a student, administration will support families in accessing services to best meet their needs.

"The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services. The current text of the ADA includes changes made by the ADA Amendments Act of 2008 (P.L. 110-325), which became effective on January 1, 2009. The ADA was originally enacted in public law format and later rearranged and published in the United States Code."

NON-DISCRIMINATION

This institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or ability.

The Yoncalla School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sex, sexual orientation or age in providing education or access to benefits of education services, activities and programs in accordance with Tile VI, Title VII, and Title IX and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act; and the Americans with Disabilities Act Amendments Act of 2008.

PRESCHOOL PROTOCOLS

Suspension and Expulsion:

The use of suspension and expulsion are unwelcomed practices at Yoncalla Preschool. If challenging behaviors consistently occur, staff will partner with families to develop a mindful behavioral plan that focuses on modeling and scaffolding necessary skills for the student to feel successful while at school. If additional supports are required, the preschool can assist families in accessing early intervention services.

Withdrawal Policy:

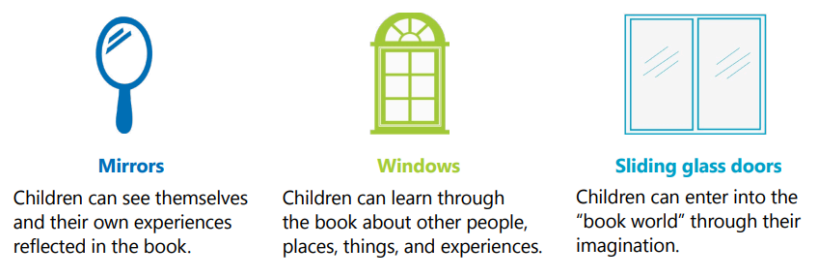
If for some reason you wish to withdrawal your child from the Yoncalla Preschool program, inform either the Yoncalla elementary school office or the preschool director. The earlier the notice, the quicker staff can gather the student's belonging and help the "school family" say goodbye and share wish wells. If a child stops attending school for a significant amount of time and staff are unable to contact guardians, the student may lose their spot in the program.

Reporting Abuse:

All Yoncalla School District staff are considered mandated reporters. Mandated reporter laws require educators to report suspected abuse or neglect of children or vulnerable adults, with legal obligations and penalties for failure to report.

Promoting Religious Beliefs:

Though the Yoncalla staff encourage all families to share their home culture within the classroom, Yoncalla Preschool does not promote any religion or specific religious beliefs. Instead, multicultural lesson planning is constructed with a "mirrors, windows, and glass door" mindset - allowing children to see their own culture reflected in the curriculum and environment, while expanding student understanding of the world around them.



Toilet Training:

Yoncalla Preschool recognizes that potty training is an on-going process for young children. Though children are not required to be fully toilet trained in order to start preschool, teachers ask that students attend school in regular underwear verses pull-ups or diapers to assist with the toilet training process. Preschool staff would love to partner with parents in creating consistency between home and school; please let us know if you are experiencing challenges in toilet training and would like assistance.

Just remember - this, too, shall pass.

ADMINISTRATIVE POLICIES

Governance & Accountability

- Yoncalla Preschool must comply with all Preschool Promise (PSP) contract requirements, Oregon Early Learning Division (ELD)/Department of Early Learning and Care (DELC) rules, and Oregon Administrative Rules (OARs).
- The preschool program is bound to the rules and policies put in place by the Yoncalla School District and school board.
- Yoncalla Preschool is considered a PSP license-exempt grantee due to its affiliation with the local school district. However, this program adheres to the standards laid out by Oregon's Quality Rating System (Spark) in order to maintain five-star qualifications.
- Leadership will ensure that program decisions prioritize the health, safety, and educational success of enrolled children.

Staffing & Professional Development

- All staff must meet PSP staff qualification requirements, including background checks, registry enrollment (Oregon Registry Online), and professional development hours.
- Yoncalla Preschool creates yearly annual staff development plans that align wtih PSP quality standards.
- Substitutes teachers and instructional aides must also meet safety and training requirements as outlined by Oregon law.

Fiscal Management

- Yoncalla Preschool will only utilize Preschool Promise funds for allowable expenses as outlined in State contracts and guidance.
- Fiscal records are kept by the preschool director and the ESD financial manager in order to ensure that budgets are accurate, transparent, and available for audit.
- A budget plan is provided to DELC annually to ensure sustainability and alignment with PSP requirements.

Program Operations

- Yoncalla Preschool must operate according to the agreed-upon calendar and hours of service in their Preschool Promise contract.
- Staff are not allowed to shorten a child's preschool schedule; however, parents are allowed to ask for a reduced day if desired.
- Attendance will be documented and reported as required.

Data, Reporting, & Evaluation

- Yoncalla Preschool collects and submits require child, family, and program data to the DELC and designated partners.
- Data will be used for program improvement and to ensure accountability.
- Yoncalla Preschool participates in required monitoring, evaluation, and quality improvment activities designated by the state.
- Staff are observed and evaluated yearly by the preschool director to ensure high-standards and continuous improvement.

Records Management

- Child and family records are securely stored and only accessed by authorized personel.
- Digital and paper files must follow state guidelines for record retention and destruction.

Policy Review & Revision

- This administrative policy will be reviewed annually and updated as needed to reflect changes in Oregon law, DELC guidance, or Preschool Promise requirements.
- Staff and families will be informed of any significant changes.

CONFIDENTIALITY

District staff are required to keep child and family information confidential. For this reason, the staff will not be able to give out personal contact information or discuss student progress to anyone who is not the legal guardian. Thank you for understanding and helping us keep it safe for everyone!

Breaking confidentiality for preschool staff is a serious offense. If you feel that this policy has been violated, please contact the preschool director or district superintendent.

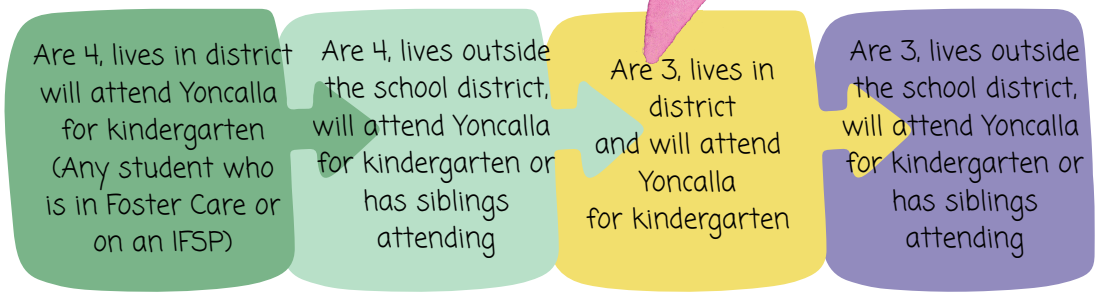
PRESCHOOL ENROLLMENT

Yoncalla Preschool provides services to families of children ages three to five who identify Yoncalla School District as their home district. To be accepted for enrollment, students must have turned three before September 1st. Enrollment is conducted through the Preschool Promise HUB with collaboration from the preschool director. Please refer to the enrollment priority flow chart. Final enrollment decisions are completed through the Preschool Promise HUB and the Yoncalla School District.

The Preschool Promise HUB begins collecting enrollment information in Spring. Returning students from the previous year are given slots first. Please ensure that paperwork remains accurate and up-to-date. Within the month of August, newly applied families will be informed of their child's acceptance into the preschool program.

Enrollment for non-qualifying slots will be determined through student's age and need. Due to the mandates established by the Yoncalla School Board, priority enrollment is given to families planning to attend Yoncalla Elementary School for Kindergarten.

ENROLLMENT PRIORITY FLOWCART



ATTENDANCE & ABSENCE

<u>For excused absences, please contact your classroom teacher as well as the Elementary School Main Office (541)849-2158. If morning busing is not needed, contact the teacher before 8am.</u>

If your family is experiencing barriers to attendance, please discuss with this your child's teacher. We will make every accommodation possible to support you and your child. Students thrive with regular, consistent attendance. If there are persistent absences, the preschool director will work with you to set up an action plan for improving attendance. Chronic absenteeism may result in losing placement.

STARTING THE YEAR

Yoncalla Preschool emphasizes developing strong, warm, trusting relationships. For every child, including returning students, the first few days of preschool are filled with new experiences, new classmates and new expectations. We ask to collaborate with us in smoothing the transition between home and school.

Our first strategy is to conduct a home visit prior to the first day of school. Home visits communicate to your child that their teacher is a safe person. A home visit will last approximately 30 minutes. This is an opportunity for you to share your hopes and dreams for your child. Yoncalla Preschool will also schedule an open house before the start of the preschool year. If you are unable to make this event, we are more than willing to provide a different time to view the classroom before school starts.

SOFT START SCHEDULE

	Monday	Tuesday	Wednesday	Thursday
Week 1	Group 1 attends 8:30 - 11:30am	Group 2 attends 8:30 - 11:30am	Group 1 attends 8:30 -11:30am	Group 2 attends 8:30 - 11:30am
Week 2	Group 1 attends 8:30 - 2:30pm	Group 2 attends 8:30 - 2:30pm	Group 1 attends 8:30 - 2:30pm	Group 2 attends 8:30 - 2:30pm
Week 3	The whole class attends!!			

Soft start schedule is subject to change based on holidays

If there are any accommodations that need to be made for your child's schedule, please let the preschool staff know as soon as possible.

EXAMPLE CLASSROOM SCHEDULE

8:15 am - CLASSROOM DOORS OPEN

8:30 am - BREAKFAST

8:50 am - GREETING TIME

9:10 am - SMALL GROUPS

9:30 am - WORK TIME

10:15 am - SNACK TIME

10:30 am - OUTSIDE PLAY

11:15 am - LARGE GROUP TIME

11:30 am - LUNCH

11:45 am - OUTSIDE PLAY

12:15 pm - CALM DOWN ACTIVITY

12:30 pm - REST TIME

2:00 pm - SNACK TIME

2:30 pm - END OF DAY

Classroom schedules change from year to year in order to best meet the needs of all students.



TRANSPORTATION

Transportation is available for children living within the Yoncalla School District catchment area. Service is provided by Mid-Columbia Bus Company.

<u>The following are the daily expectations for the bus route:</u>

- A staff member will accompany the children on the bus.
- All children will be transported in individual safety seats provided by the school.
- Food or drink is not allowed to be consumed on the bus.
- An emergency contact for all students will be accessible any time children are on the bus.
- An adult must walk the child to and from the bus.
- If a child needs to be dropped at an alternate address, the parent/ guardian must contact the preschool teacher to ensure the drop off location is on the route.
- If student has continuous, unsafe behavior during transport, parents and the preschool director will work together to make a behavior plan for the bus.

STUDENT ARRIVAL

Parent Transport:

Families transporting their child to preschool must walk their child into the classroom and sign in on an attendance log. Please include the time of arrival and the name of the person dropping off the child. Please bring your child to school on time to ensure consistency for your child. If arriving on time is an issue for you and your child, please communicate with your teacher.

Bus Transport:

If your child rides the bus to school, please have your child ready at least 5 minutes before the scheduled time. Children must be walked out to the bus by an adult.



STUDENT DEPARTURE



Parent Transport:

If you are picking up your child from school, please complete the sign-out attendance log with the time of departure and your signature. The teacher will only release the child to a parent/guardian or an authorized (written permission) adult. If the staff member is unfamiliar with the person picking up the child, picture identification will be required.

Our first priority is the safety and well-being of your child. Anyone picking up a child who appears incapable of adequately caring for that child (such as under the influence of alcohol, drugs or in extreme distress) will be asked to call someone else to come for the child.

The law states that a child must be released to either legal parent. If you have custodial problems or concerns, please alert the staff immediately. A copy of any court order must be on file at the preschool.

Bus Transport:

If your child rides the bus home, please be at your drop off location at least 10 minutes before the scheduled arrival time. The bus monitor will only release children to a parent/ guardian or an authorized (written permission) adult. If the staff is unfamiliar with the person picking up the child, picture identification will be required. An authorized adult must walk out to the bus to meet the child.

If the bus arrives to a designated drop off area and an authorized adult is not present, the child will return with the teacher to the school. Parents will be responsible for picking up their child from the school.

We understand that parents can be unavoidably detained occasionally. If you are going to be late, please contact the preschool so we can reassure your child that you are on your way.

Children who are left at preschool for more than one hour without parent contact may be considered abandoned. In such cases, the Sherriff's Department may be notified.

PRESCHOOL GOVERNANCE COMMITTEE
Quarterly meetings for the community to weigh in on preschool decisions.

PARENT EDUCATION/ COMMUNITY BUILDING
Opportunities for families to come together, learn, have dinner, and support each other as parents.

FAMILY NIGHTS
Yoncalla Preschool will host multiple events throughout the school year for families to come and create memories with their children.

VOLUNTEERING
Preschool works best through family partner-ship! Please let us know what type of engagement best suites your family.

PRESCHOOL ENGAGEMENT OPPORTUNITIES

We love to see our Families!

YONCALLA YOUTH SPORTS
This program helps provide sports opportunities for young children.
Please let Teacher Jessica know if you are interested becoming involved.

GUIDANCE AND DISCIPLINE

Yoncalla Preschool identifies behavior as a way for young children to communicate. The goal is for all children to learn self-regulation strategies that allow them to cope in various situations. Our staff utilizes "Conscious Discipline," which is a behavior management practice that emphasizes:

- Setting clear and consistent limits, explaining expectation.
- Reinforce appropriate behavior with both word and gestures, redirect when appropriate.
- Encourage children to use problem solving strategies. This helps build their communication and cooperation skills.
- Teach about what emotions are and how to handle them in safe ways, encourage children to express their needs.
- Provide opportunities for children to make choices.
- Help children learn with natural & logical consequences so they can understand the outcomes of their behavior.

We partner with parents in order to develop behavior plans with challenges arise in the classroom. This ensures that there are consistent expectations at home as well as school. Corporal punishment is NEVER used (spanking, hitting, shaking, and deprivation of meals) as a form of punishment in this facility.

CLASSROOM CURRICULUM & ASSESSMENT

Yoncalla Preschool utilizes HighScope Preschool Curriculum. HighScope, which has been proven through long-term research/data collect to be effective for engaging the "whole child." The term "whole child" refers to challenge the child academically as well as developing social, physical, and cognitive skills. Further information regarding HighScope curriculum and standards will be provided upon request.

With the help of families, staff members will conduct the Ages and Stages Questionnaire (ASQ) within 45 days of when the child enters the program. The ASQ is a developmental screening that helps educators identify children who may need to be referred for specialized assessment. It is conducted twice a year. Preschool staff complete the questionnaire with families to ensure that the most accurate information about the child is being provided. All families will be given a copy of results during parent-teacher conferences. If a developmental referral is recommended through the ASQ results, the preschool program will assist the family through that process.

Our preschool uses COR Advantage assessment program to compile the information gathered from formal/informal assessments, anecdotal note, and picture/video documentation. COR Advantage provides developmental information on eight content area: approaches to learning, social and emotional development, physical development and health, mathematics, creative arts, language/literacy/communication, science and technology, and social studies. COR Advantage is a "living document," meaning that it changes as grows with new information; family input is extremely important in the assessment process and helps provide the most complete picture of how a child is developing.

Goals will be developed between parents and teachers at the beginning of the year and reviewed throughout the school year. Parents are encouraged to check in about goals and progress with teachers as frequently as they wish. The classroom teacher will also document and save work within a growth portfolio and given to families at the end of the year.

COMMUNICATION WITH FAMILIES



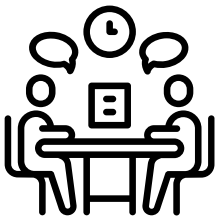
Monthly newsletters to know what is happening in your child's classroom



Surveys to let us know how we can improve



Checking in by phone if that's your preference



Conferences, Meetings & Face-to-Face Check Ins

Our district uses the Remind App to send out important messages

Connect to our private parent Facebook Page for pictures, videos and messages

MEALS & SPECIAL FOOD REQUIREMENTS

Breakfast, snack, and lunch will be provided for all children in the classroom and follows USDA guidelines in selecting nutritious food. Parents are responsible for notifying the teachers of any food allergies or restrictions. It is the policy of the Yoncalla Preschool and the USDA Food Program that parents must acquire a medical statement form completed by their healthcare provider stating foods that their child is restricted from consuming. An alternative food substitute must be listed. The Preschool will provide the alternative foods. Families are welcomed to provide their child with lunches from home. Please inform preschool staff is this lunch needs to be refrigerated.

As a part of the preschool curriculum, the class frequently discusses the importance of healthy habits. Children are encouraged to try new foods, identify food and drink that are good for our us, and how to move our bodies in different ways (examples: sports, yoga, dancing). To help support this pursuit, we ask that meals from home try to reflect the healthy choices we are emphasizing in class. We greatly appreciate your assistance and are always open to problem solving, comments, and questions.



CLOTHING

Preschool can be messy!! Children are encouraged to actively explore their world around them. Each day, your child will have the opportunity to paint, play in sand, engage in outdoor play and participate in messy science activities. For this reason, we ask that children wear comfortable play clothes.

It is also important that your child is suitably dressed for outdoor play each day. Please send an extra set of clothing, labeled with your child's name in a Ziploc bag to be left at school. Your child will also need sturdy play shoes. Flip flops are challenging to have at preschool since they can often fall off or lead to tripping.

REST TIME

All children will be provided a time to rest and relax in the afternoon. The teachers will help ease children into naptime by reading stories, singing songs, patting backs, or whatever the child may need. Non-sleepers will be asked to rest calmly on their mat but are not required to take a nap. If your child typically does not nap or struggles with quiet times, it is helpful to inform the teacher so that the staff is prepared to help with this transition. Pillows, blankets, and stuffed animals will be provided for each child. These items will be washed frequently and sent home at the end of the year.



ITEMS FROM HOME

Backpacks, lunch pails, and changes of clothes are welcomed to transition between home and school. However, unless asked to by the teacher, please refrain from bringing toys or other items from home. Staff try to remind students that items from home can frequently be lost or broken at school.



FIELD TRIPS

Various field trips will be taken throughout the year to help your child learn about their community. Children attending field trips must be transported on the bus. Parents will be notified of upcoming field trips and permission slips will be distributed. Each child attending a field trip must have a signed permission slip.



ANIMALS IN THE CLASSROOM



In order for students to explore the outside world up close and personal, teachers may invite an outside animal into the classroom for a short period of time. Each year, students investigate various bugs and watch eggs as they incubate. Families are welcome to arrange a classroom visit for a student's pet. Children are expected to wash hands before and after engaging with any creature.



CLASSROOM CELEBRATIONS



Following the Yoncalla School District policy, formal graduations are reserved for students exiting high school. Therefore, teachers are encouraged to have "End of the Year" celebrations. The preschool students collaborate with staff in planning events to ensure that all classroom celebrations are child-centered and developmentally appropriate.

Yoncalla Preschool recognizes that there are no universal holidays or religious observations. Many of the celebrations within the classroom are organic and creatively crafted by the students. In addition, the teachers introduce concepts and experiences reflecting their global community.

Families are welcome to provide store bought snacks for their child's birthday, but treats are not required. Healthy foods are always encouraged for any classroom celebration. Preschool staff have embedded birthday routines that show students they are appreciated and seen. Please inform staff if your family does not wish to participate in specific celebrations.

ILLNESS & SAFETY

PLEASE KEEP STUDENTS WITH SYMPTOMS OUT OF SCHOOL

This list is school instructions, not medical advice. Please contact your health care provider with health concerns.

SYMPTOMS OF ILLNESS	THE STUDENT MAY RETURN AFTER… *The list below tells the shortest time to stay home. A student may need to stay home longer for some illnesses.
 **Fever**: temperature of 100.4°F (38°C) or greater	***Fever-free for 24 hours** without taking fever-reducing medicine.
 New **cough** illness	***Symptoms improving for 24 hours** (no cough or cough is well-controlled).
 New **difficulty breathing**	***Symptoms improving for 24 hours** (breathing comfortably). ***Urgent medical care may be needed.***
 **Diarrhea**: 3 loose or watery stools in a day **OR** not able to control bowel movements	***Symptom-free for 48 hours OR** with orders from doctor to school nurse.
 **Vomiting:** one or more episode that is unexplained	***Symptom-free for 48 hours OR** with orders from doctor to school nurse.
 **Headache with stiff neck and fever**	***Symptom-free OR** with orders from doctor to school nurse. Follow fever instructions above. ***Urgent medical care may be needed.***
Skin rash or **open sores**	***Symptom free**, which means rash is gone OR sores are dry or can be completely covered by a bandage **OR** with orders from doctor to school nurse.
Red eyes with colored drainage	***Symptom-free**, which means redness and drainage are gone **OR** with orders from doctor to school nurse.
Jaundice: new yellow color in eyes or skin	***After the school has orders** from doctor or local public health authority to school nurse.
Acting differently without a reason: unusually sleepy, grumpy, or confused.	***Symptom-free**, which means return to normal behavior **OR** with orders from doctor to school nurse.
Major health event, like an illness lasting 2 or more weeks OR a hospital stay, **OR health condition requires more care than school staff can safely provide.**	***After the school has orders** from doctor to school nurse **AND** after measures are in place for the student's safety. Please work with school staff to address special health-care needs so the student may attend safely.

Oregon Health Authority

OREGON DEPARTMENT OF EDUCATION

If a child should become ill while at school, parents will be contacted immediately by teachers or the school nurse. While waiting for parent or emergency contact's arrival, child will be provided a comfortable place to rest away from other students. If an injury occurs during the school day, parents will be notified of incident and provided an "Accident Report" form detailing what had occured. A copy will be provided for the family and another kept in the student's file.

PRESCRIPTION MEDICATION

Staff can only administer prescription medication if the medicine comes in the original container, clearly marked with the current date and dosage on the label. An "administering of medication" form must be filled out and signed by the parent. When the medication is administered, staff will initial the form. Non-prescription medication i.e. Tylenol WILL NOT be given to your child without a doctor's note stating reason, amount and time. Please contact our school nurse for additional information.

IMMUNIZATION RECORDS

Parents are responsible for assuring that their child's immunization records are kept up to date in order to attend preschool. The Yoncalla Preschool staff can provide information on immunization exemptions. Copies of student immunization records will be kept on file within the preschool and elementary school office.

EMERGENCIES & SCHOOL CLOSURES

If Yoncalla School District is closed, Yoncalla Preschool will be closed. In ddition, the preschool will follow Yoncalla School District for any closure/delay policy. The school district will call or text message to confirm school closures.

In order to receive additional updates regarding school closure, signing up to http://flashnews.net/ will provide email updates (app available as well). Local radio stations such as 99.1 KVAL FM and 1120 AM KPIC provide regular updates during sever weather conditions as well.

In case of an emergency such as a fire, gas leak, flood or other danger, the staff will take the students to a safe location off of campus (location to be disclosed at later date). The preschool staff will make all efforts to contact parents and guardians. If you do not have a telephone or we are unable to reach you, we will notify the emergency contact person designated by you.

COMPLAINT PROCESS

<u>Information on how to report a complaint:</u>

- Please discuss your concerns with your child's teacher. Our goal is to always partner with parents and sometimes simple, clear communication resolves situations quickly.
- If the concern is not resolved, please bring the situation to the preschool director.
- If concerns continue, contact the Yoncalla School District Superintendent.
- If you should continue to have concerns, state contact information will be provided.

Hours of Operation: 8:15am - 2:30pm

Yoncalla School District

Student Calendar, 2026-2027 (150 Days)

July 2026				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2026				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
INS 17	INS 18	WD 19	WD 20	WD 21
24	25	26	27	28

4

September 2026				
M	T	W	Th	F
31	1	2	3	4
H	8	9	10	11
14	15	16	17	18
21	22	23	P1 24	25
28	29	30		

19

October 2026				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	Q1 29	30

17

November 2026				
M	T	W	Th	F
2	3	4	5*	CONF 6
9	10	H	12	13
17	18	19	20	20
23	24	V 25	H	V 27
30				

15

December 2026				
M	T	W	Th	F
	1	2	3	4
7	8	9	P2 10	11
14	15	16	17	18
V 21	V 22	V 23	V 24	H
V 28	V 29	V 30	V 31	

11

January 2027				
M	T	W	Th	F
				H
V 4	5	6	7	8
11	12	13	14	M
H	19	20	21	22
25	26	27	Q2 28	29

16

February 2027				
M	T	W	Th	F
1	2	3	4	M
8	9	10	11	12
H	16	17	18	19
22	23	24	PS 25	26

16

16				
M	T	W	Th	F
1	2	3	PS 4	5
8	9	10	11	M
15	16	17	18	19
V 22	V 23	V 24	V 25	V 28
29	30	31		

15

April 2027				
M	T	W	Th	F
			1	2
5	6	7	Q3 8	9
12	13	14	15*	CONF 16
19	20	21	22	23
26	27	28	29	M

17

May 2027				
M	T	W	Th	F
3	4	5	P4 6	7
10	11	12	13	M
17	18	19	20	21
24	25	26	27	28
H				

16

June 2027				
M	T	W	Th	F
	1	2	3	ER 4
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

4

IMPORTANT DATES

First Day of School: August 24, 2026
Kindergarten Soft Start: August 24 to 27, 2026
First Full Day of Kindergarten: August 31, 2026
First Day of Preschool: August 31, 2026
Parent Teacher Conferences (CONF): November 6, 2026, and April 16, 2027 (*Early Release at YES)
Make Up Days (M): January 15, 2027; February 5, 2027; March 12, 2027 April 30, 2027; May 14, 2027
Last Day for Seniors: May 25, 2027
Last Day K-11: June 4, 2027
Graduation ( ): May 28, 2027 at 6:30pm

Progress 1 Ends: September 24 | **Progress 2 Ends:** December 10 | **Progress 3 Ends:** March 4 | **Progress 4 Ends:** May 6
Quarter 1 Ends: October 29 | **Quarter 2 Ends:** January 28 | **Quarter 3 Ends:** April 8 | **Quarter 4 Ends:** June 4

<u>Your child's attendance matters greatly!</u>

Preschool students are expected to attend at least 85% of the scheduled calendar days. Consistency in attendance affects developmental growth, creating close connections, reducing anxiety, and constructing positive habits for the future.

Family Partnership Agreement

My hopes and dreams for my child are:

Family Agreement

Preschool family acknowledges that they have received the preschool handbook and have an understanding of its contents/policies. Parents commits to ensuring their child's consistent school attendance and is willing to communicate with preschool staff and the elementary school office for excused absences.

During volunteer opportunities, families will be mindful of safety and confidentiality protocols. If there are questions, comments, or complaints - families are willing to access proper channels to get needs met. Student success is only ever reached through meaningful partnerships between home and school. Thank you for your willingness to problem solve with staff if challenges arise and participate in collaborative strategies.

Preschool Program Agreement

Yoncalla Preschool will strive to provide a warm and welcoming environment for all who enter the preschool building. Our staff is committed to keeping students safe while in our care. Yoncalla Preschool staff desire to only show up for you and your child with positive intent, respect, and a longing to problem solve.

There will be continuously opportunities for families to participate, engage, and/or lead throughout the school year. We commit to maintaining a high-quality program that reflects the needs of students and their unique cultural identity. Your feedback and insight are incredibly important and staff welcome your communication.

Yoncalla preschool recognizes that we may not be the right fit for every family, but we are committed to be the right preschool for all children.

Additional agreements and information are provided on the other side of document.

In signing, all parties agree to the terms of the Family Partnership Agreement:

Today's Date: _____

Student Name: _____

Parent Signature: _____

Program Director Signature: _____

Additional Information

- Yoncalla Preschool will provide a safe, nurturing, and inclusive learning environment that is based on research-based curriculum and play-based learning.
- Preschool teachers and director will regularly communicate to parents through phone calls, text, Remind App, our private Facebook page, monthly newsletters, as well as in-person conversations. Please let staff know or indicate on your enrollment form your preferred way for staff to contact you.
- Each family will be provided with an initial home visit, parent-teacher conferences that line up with the school district calendar, as well as exit meetings at the end of preschool.
- Developmental screenings and assessments will be conducted throughout the school year. Teachers appreciate it when parents help us fill out the Ages and Stages Questionnaire because then we have a clearer understanding of your child's abilities and skills. Consent for screenings by parents will be provided on the preschool enrollment form.
- Preschool staff are willing to provide families with assistance on accessing community services and resources.
- We strongly recommend that families take part in opportunities to engage, which include: participating in the preschool promise committee, family events, volunteering in the classroom or on field trips, and engaging in parenting classes when available. Notifications of opportunities will be provided throughout the school year.
- Classroom assignment is determined by the preschool director.
- Yoncalla Preschool holds a commitment to not only protect students and families, but to ensure staff safety as well. Any threats, harm, or abuse directed at any staff member will not be tolerated.
- According to DELC policies, Yoncalla Preschool may dis-enroll a student if they are absent for more than 15 consecutive instructional days and cannot make contact with parents.
- No family attending this program will be required to pay fees in order to attend, ensuring that our enrollment is equitable and reflecting the needs of our community.

When Safety Concerns Arise

Our staff understands that behavior is often a form of communication for children who are still developing their social-emotional, verbal, and adaptive skills. We ask parents who are concerned about behaviors they see in the classroom to please notify a staff member, while remembering that the continuum for development varies for each child. Please have patience and grace while our teachers work with students and families to address these issues.

When challenging behaviors occur, our commitment to students and families are:

- To work collaboratively with parents and community partners (if needed) to develop an individualized plan to support the child's success.
- Refer to and collaborate with Early Childhood Special Education (ESCE) or other specialists when additional evaluation and services are needed.
- Document incidents carefully and consistently, notifying parents of observed behavior.
- Make reasonable accommodations to support the child's participation in the classroom while maintaining safety for fellow students and staff.
- We ask parents to be equal partners with our educators in creating a behavioral support plan that reflects the needs of your child while providing scaffolding opportunities to meet safety goals and expectations.