Full Day
Tuition-Based PreK
Parent Handbook
2019-2020

Welcome
The First Day of School

I used to be little, but not anymore. Tomorrow I’ll get up and walk out the door. I’m going to school – it’s the first time for me. It’s great to be big...but I’m scared as can be!

My tummy’s in knots. Do you know why? I’m thinking that maybe, just maybe, I’ll cry. When you leave the school and I’m there all alone, I’m thinking that maybe I’ll want to go home.

But wait – you said I’ll play lots of new games, And meet lots of new friends – I can learn all of their names. The first day of school, oh, there’s so much to do! There’s painting and books and a big playground too!

I used to be little, but not anymore. Tomorrow I’ll get up and walk out of the door. I’m going to school – it’s my first day, you see, It’s great to be big! I’m so glad that I’m me!

—Author Unknown
Dear Parents of Prekindergarten,

The beginning of your child’s formal education is an exciting time. The administration and staff of the Bryan Independent School District are committed to a program we feel will best meet the expectations that come with your child’s Prekindergarten experience.

The curriculum has been carefully planned to meet your child’s individual needs, generate excitement about learning and spark the creativity locked inside each child. The PreK program provides children with a multitude of positive learning experiences through exploration and discovery. The program teaches children important social, emotional, physical and thinking skills needed for success and preparation for kindergarten. The BISD PreK program follows the guidelines of the Texas High-Quality Prekindergarten Program.

This booklet has been prepared to answer many questions you might have about beginning school. We also encourage communication between you and your child’s teacher. Your child will best benefit from a close working relationship between home and school. Our commitment to you is to provide experiences, which will allow for such opportunities.

We welcome the opportunity to provide the finest education possible for your child. Bryan ISD is a great place to learn. Please feel free to contact the principal at your child’s school should you have any questions.

Sincerely,

Schronda Burns
Early Childhood Coordinator

CHILDREN FIRST. ALWAYS.
Enrollment Requirements

- A student must be 4-years of age by September 1st of the enrollment year. If a student is 5-years of age by September 1st of the enrollment year, he/she will be enrolled in Kindergarten.

- A student must meet all of Bryan ISD student enrollment requirements and parents must provide required registration documents at the time of registration. Required documents:
  - Child’s Certified Birth certificate
  - Child’s Social Security card (optional, but preferred)
  - Child’s updated immunization record
  - Proof of residency (current gas, water or electric bill or lease/mortgage statement)
  - Photo ID of the parent/guardian (valid Texas driver’s license, Texas photo ID card, or other government-issued photo ID)

- Residency verification must show that the child resides within the Bryan ISD attendance zone.
  - Board policy allows Bryan ISD employees living outside of the Bryan ISD attendance zone to transfer their child to Bryan ISD schools.

- Eligible PPCD (Preschool Program for Children with Disabilities) students will be served through the appropriate half day district placement, per ARD Committee decision.
  - PPCD is a program that serves children between the ages of three and five who have delays in the areas of speech, language, physical, social and/or emotional development.

Steps for Enrollment

- **Step 1**: Complete the Bryan ISD Full Day Tuition-Based PreK application.

- **Step 2**: Pay the non-refundable $50 registration fee online or at the Bryan ISD Administration Building.

- **Step 3**: Once you receive notification of your child’s campus placement, complete the Bryan ISD online enrollment.

- **Step 4**: Provide the required enrollment documents to the assigned campus.

Application Procedures

- Applications for Bryan ISD Tuition-Based PreK Program placements are accepted on a first come, first served basis and require completion of all four enrollment steps.


  - For completed applications received **ON OR BEFORE** May 10, 2019:
    - Official campus placement notifications (acceptance or waitlist) will be sent by the close of business on May 17, 2019. Notifications will be sent to the email address provided on the application.

  - For applications received **AFTER** May 10, 2019:
    - Students will be automatically placed on a waiting list, pending availability.
Full Day PreK Supply List 2019-2020

Backpack (regular size)..........................................................1
Towel (for nap)..................................................................1
Folders (plastic, 2 pockets with brads, 1 ea red, blue, yellow).....3
Scissors (fiskar, blunt tip).......................................................1
Markers (Crayola, washable, non-toxic, 8 count).................1 box
Markers (dry erase, black, low odor)........................................4
Watercolors (Crayola, 8 count)..............................................1 set
PlayDoh (four-color pack).....................................................1
Crayons (Crayola, 24 count).................................................3 boxes
Glue sticks (Elmer’s).............................................................4
Glue (Elmer’s, 4 oz.) .........................................................2 bottles
Baby wipes......................................................................2 boxes
Facial tissue (large box).........................................................2 boxes
Hand sanitizer....................................................................1 bottle
Ziploc bags (quart size-boys only, gallon size-girls only)......1 box
Paper plates.....................................................................1 package
Snacks (pretzels, dry cereal, graham crackers, animal crackers,
vanilla wafers, goldfish, etc.)..............................................1 package

It is not necessary to write your child’s name on his/her supplies.
Help Your Child Get Off to a Good Start

**Before the first day of school:**

- Visit the school building with your child and take a tour of the classroom, lunch room, bathroom, and playground.
- Practice the best route to the school or bus stop.
- Attend “Meet the Teacher Night”, Parent Orientation, etc.
- Make sure your child knows his/her teacher’s name.
- Know the school calendar - which days your child will be in or out of school.

**For school, your child should:**

- Get plenty of sleep. Three to five-year-olds require 11 to 13 hours of sleep per day.
- Have a good, healthy diet with lots of fruits and vegetables including a good breakfast each day.
- Get up in plenty of time in the morning to avoid hurrying and in order to be wide awake when school starts.
- Wear neat, clean, comfortable clothes.
- Get to school at the proper time.
- Have an extra change of clothes available in case of accidents. Please label each item.
ABC’s of Full Day Tuition-Based PreK

Absences: If your child is sick, please call and notify the school office. When your child returns to school, please send a written note telling the reason why your child was absent. Please date and sign the note. Absences without a written excuse will be counted as unexcused. During the school year a student may only turn in 5 notes from a parent. If a student is absent for more than 5 consecutive days because of a personal illness, he/she must bring a statement from a doctor or health clinic verifying the illness or condition that caused the student’s extended absence from school. If your child must be absent for part of the day for a doctor or dentist appointment and returns to school on the same day with a doctor’s note, your child will be marked present for the day of the appointment.

Allergies: Please notify the nurse and teacher of any allergies that your child may have, especially food allergies due to snacks and various cooking activities.

Assessments: Your child will be given the CIRCLE test twice each year as required by the Texas Education Agency in addition to the six formal assessments for report cards.

Attendance: Once your child is enrolled in the PreK program, attendance is mandatory.

- School hours are 7:35 a.m. – 3:10 p.m. (doors open at 7:00 a.m.)

A child enrolled in prekindergarten is subject to compulsory attendance laws and policies. Texas Education Code §25.095 requires school districts to notify parents when their child has been absent from school (1) on 10 or more days or parts of days within a six month period in the same school year, or (2) on three or more unexcused absences, days or parts of days within a four week period in the same school year. The law further states that parents are subject to prosecution under §25.093 of the Texas Education Code for failure to require the child to attend school as required by law and the student is subject to prosecution under §25.094 of the Texas Education Code for failing to attend school.

Backpacks: Please have your child bring his/her backpack to school every day. This is a great way to teach responsibility. Please check your child’s backpack every night and remove any papers that need to stay home. Please read all notes, sign and return if applicable, and go over your child’s work.

Breakfast and Lunch: Students may eat breakfast from 7:00 a.m. - 7:35 a.m. Check your child’s classroom schedule for lunch times. Please make
sure your child has money in his/her account if you want them to get food from the cafeteria. More information can be found at www.bryanisd.org under the School Nutrition Services section.

**Conferences:** Parent teacher conferences are held twice each year, once in the fall and once in the spring. Teachers will do their best to accommodate your schedule.

**Curriculum:** The Prekindergarten curriculum is a well-planned series of experiences based on the Texas Prekindergarten Guidelines. Everything in PreK is designed to help children learn during this optimum time for educational growth. Students will receive instruction in the following areas:

1. Social and Emotional Development
2. Language and Communication
3. Emergent Literacy Reading
4. Emergent Literacy Writing
5. Mathematics
6. Science
7. Social Studies
8. Fine Arts
9. Physical Development and Health
10. Technology

**Discipline:** Your child’s time in PreK will focus on learning conflict resolution skills and doing activities to develop their social and emotional skills. When your child makes an unacceptable choice they will be redirected to make a better choice. If the unacceptable behavior continues, your child will have time to refocus and think and then discuss acceptable options.

**Dismissal:** Students will dismiss at 3:10 p.m. Please make arrangements to make sure your child is picked up on time every day.

**Dress Code:** PreK follows the dress code set by Bryan ISD. Please read the policy in the Student Handbook. Please be sure to put your child’s name on sweaters and jackets. Please dress your child in appropriate clothing for the weather as we will go outside every day weather permitting. It is also important that your child is wearing clothes that allow them to easily use the bathroom independently. In order to ensure your child’s safety, tennis shoes are advised-no flip flops or sandals.

**Early Dismissal Days:** December 20 and May 22 will be early dismissal days. Students will attend school from 7:35 a.m. - 11:35 a.m. on these days.

**Extra Clothes:** Young children may have occasional accidents, but students are encouraged to be potty trained and able to tend to all bathroom needs independently. Please keep an extra set of weather appropriate clothes including underwear in your child’s backpack with your child’s name.
**Family Engagement:** Bryan ISD believes that family engagement is important for every child’s success. The District wants to provide a warm, welcoming and positive environment for families to partner with us. There are many ways for you to become involved and stay engaged in your child’s education. Bryan ISD wants to help you support your child at school, create a learning environment at home, become a better role model, and explore opportunities to expand your education. For more information, visit our PreK website under the Parent tab at www.bryanisd.org.

**Holidays:**
The scheduled holidays for the 2019-2020 school year are:
- Labor Day..........................September 2
- Thanksgiving .....................November 25-29
- Winter Break.................December 23-January 7
- Martin Luther King..................January 20
- Presidents’ Day......................February 17
- Spring Break........................ March 9-13
- Good Friday...........................April 10

**Illness:** If your child is sick, please keep them at home. Small children catch germs very easily and they can spread rapidly around the classroom. Please do not send your child to school with any of the following symptoms:
- fever (fever is 100.4 or higher and your child must be fever free for 24 hours to return to school)
- diarrhea
- vomiting
- pink eye
- rash
If your child is sent to school sick or becomes ill during the day, the nurse will contact you to come pick up your child. Please keep all of your emergency phone numbers current. In the event that we cannot reach you or the emergency contacts you provided, Bryan ISD reserves the right to contact local EMS or law enforcement, if needed.

**Immunizations (Required):** All students entering Prekindergarten in Bryan ISD must have documentation of receiving the following required immunizations or an exemption signed in accordance with the law prior to the first day of school:
- ✓ 4 doses of DtaP/DTP/DT
- ✓ 3 doses of POLIO (OPV, IPV)
- ✓ 1 dose of MEASLES/MUMPS/RUBELLA (MMR) – 1 dose on or after the 1st birthday
- ✓ 3 doses of HIB with 3rd dose given on/after 1st birthday and a least 2 months since dose #2 OR 1 dose on/after 15 months of age
- ✓ 4 doses of PCV with one given after 1st birthday OR 1 dose on/or after 24 months of age
✓ 3 doses of HEPATITIS B
✓ 1 dose of VARCELLA on/after 1st birthday (if the child has NOT had chickenpox)
✓ 2 doses of HEPATITIS A on/after 1st birthday (must allow 18 months between doses)

*TUBERCULIN SKIN TEST - Required for students entering from outside the United States.

**Leaving Early:** You may sign your child out for an appointment in the office. The office staff will call your child to leave. Please send a note in your child’s folder if you know in advance that your child will be leaving early so that we can have them ready and it does not disrupt our class time. Please try to make appointments after school hours if at all possible.

**Meals:** Breakfast and lunch are included. Students are provided access to a variety of appealing foods that meet the state and federal health and nutrition requirements.

**Medication:** All medications must be sent in the original container and taken to the nurse’s office by an adult. There must be a note or a medication form sent with the medicine stating the exact dosage and time the medication is to be administered. The school nurse will administer the medicine as prescribed.

**Payment Information:** PreK tuition payments are due on the 1st school day of each month (see table below).

- A late fee of $25 will be collected for payments that are not received within 5 days of the due date.
- A fee of $35 is collected for any declined payments/returned checks.
- The parent/guardian is responsible for the cost of any and all expenses related to collection for delinquent payments. Students may be removed from the program for non-payment after one late or missed payment.

<table>
<thead>
<tr>
<th>Payment Due Date</th>
<th>Late Payment Date</th>
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<tbody>
<tr>
<td>Tuesday, August 20, 2019</td>
<td>Tuesday, August 27, 2019</td>
</tr>
<tr>
<td>Tuesday, September 3, 2019</td>
<td>Tuesday, September 10, 2019</td>
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<tr>
<td>Tuesday, October 1, 2019</td>
<td>Tuesday, October 8, 2019</td>
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<tr>
<td>Friday, November 1, 2019</td>
<td>Friday, November 8, 2019</td>
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<tr>
<td>Monday, December 2, 2019</td>
<td>Monday, December 9, 2019</td>
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<tr>
<td>Wednesday, January 8, 2020</td>
<td>Wednesday, January 15, 2020</td>
</tr>
<tr>
<td>Monday, February 3, 2020</td>
<td>Monday, February 10, 2020</td>
</tr>
<tr>
<td>Form of Payment</td>
<td>Fee(s)</td>
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<tr>
<td>---------------------------------</td>
<td>-------------------------</td>
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<tr>
<td>Credit Card</td>
<td>3.25% per transaction</td>
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<tr>
<td>Bank Draft (ACH)</td>
<td>$1.50 per transaction</td>
</tr>
<tr>
<td>Check (payable to Bryan ISD)</td>
<td>No fee</td>
</tr>
<tr>
<td>Money Order (payable to Bryan ISD)</td>
<td>Varies depending on location</td>
</tr>
<tr>
<td>Cash</td>
<td>No fee</td>
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**Report Cards:** Your student will get six report cards this year, one for each grading period. Please sign the report card and return it in your child's folder as soon as possible.

**Schedule:** Your child’s teacher will provide you with a copy of their class schedule. A typical day in PreK will include time spent in each of the following areas or activities:

- **Learning Centers:** Learning independence and decision-making skills by working independently on various learning centers. Learning centers may include the following: math and science area, ABC area, writing area, computer area, library and listening area, construction/blocks, and dramatic play.

- **Large Group Time:** Coming together as a community for reading, writing, math, science, social studies, music and movement activities that strengthen social skills through group learning.

- **Small Group:** Spending time with the teacher one-on-one or in a small group to allow for guided practice opportunities.

- **Meal Time:** Cultivating healthy eating habits and reaffirming social skills with discussions around the table.

- **Gross and Fine Motor Skills:** Playing outside (weather permitting), improving coordination and social skills.
Teachers provide students with a variety of hands-on activities linked to the current learning theme or instructional focus. Opportunities are provided for children to practice using responsive interactions with each other and adults.

**Transportation:** Free bus service is provided to eligible students within Bryan ISD. Each eligible student must register through the Transportation Department before riding the bus. To register for transportation, please visit the BISD website. PreK students will **NOT** be released without an authorized adult at the bus stop. It is imperative that PreK parents pick up and drop off their child on time at their designated bus stop. Adults should arrive at the drop off location 10 minutes prior to the drop off time. Contact the Transportation Department at 979-209-7130 for more information.

**Transportation Changes:** Please try to keep your child's transportation routine as consistent as possible to minimize chances for mistakes. Increased measures are in place to make sure that your child gets home safely each day. If you need to make a change to their transportation, please send a signed note in your child's folder or fax a note to the front office. All transportation changes must be made prior to the thirty minutes before dismissal.

**Tuition Information:**

<table>
<thead>
<tr>
<th></th>
<th>Full Day Tuition</th>
<th>Full Day Tuition for Employees</th>
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<tbody>
<tr>
<td><strong>Monthly Rate</strong></td>
<td>$575</td>
<td>$500</td>
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<tr>
<td><strong>Prorated Rate</strong></td>
<td>$285</td>
<td>$250</td>
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<tr>
<td>(August and December)</td>
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**Visitors:** Visitors are welcome in our schools to observe classroom instruction and procedures. Visitors are required to show their driver’s license or other form of government issued identification prior to entering the building. They must also wear a visitor badge in a visible location at all times while in the building. In order to protect learning time, please make an appointment with the teacher if a conference is needed.

**Volunteers:** The district requires online background checks on all volunteers. All volunteers must complete the volunteer registration each school year to be able to volunteer at a school. Please do this at the beginning of the year. Ask your child’s teacher about specific ways that you can volunteer in the classroom or from home.

**Withdrawal:** Please notify the school office 24 hours in advance if you are withdrawing your child so that withdrawal papers may be prepared and school items can be pulled.
Today's Activity: Banana Phonana!

ReadyRosie's modeled moments are designed to bring valuable lessons into real life situations in an engaging way for everyone.

You will receive a weekly playlist of videos that connect fun activities with serious learning opportunities. Who knew playing pretend could teach so much?!

How it works:

1. Families watch a 2 minute video from the playlist.
2. Families have fun learning and doing the activity.
3. Families can track progress and boost learning!

Register today at: ReadyRosie.com/Register