

Kindergarten 2017 – 2018
Parent Information Guide



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Introduction

Welcome to Miamisburg City Schools! Our district is committed to making your child's educational experience positive and productive.

It is the purpose of this booklet to provide information that will make the kindergarten experience a rewarding one for you and your child. The skills and attitudes developed in kindergarten can have an effect that lasts throughout a child's school and adult life. Successful completion of kindergarten is a prerequisite to entering first grade.



The mission of the Miamisburg School District is to unite the school community in nurturing success through:

- ✓ **A sense of belonging**
- ✓ **A meaningful and applicable, quality education**
- ✓ **A commitment to lifelong learning**
- ✓ **An attitude of respect and tolerance toward diversity**

...all within a positive learning environment.

KINDERGARTEN REGISTRATION

Eligibility for Kindergarten

Students must be 5 years of age on or before August 1.

Documents Required to Enroll a Student

The following documents are required to register a student into the district:

1. Child's birth certificate. In place of a birth certificate we can accept one of the following:
 - hospital birth record (must include the date and place of birth of the child, hospital signatures and the gold seal)
 - passport
 - certificate of baptism or other religious record showing the date and place of birth of the child
 - a birth affidavit
2. Child's immunization/shot records. No child will be permitted to enter school without proof of all immunizations. Please refer to the *Immunizations* section of this booklet for additional information. These immunizations are required for entrance into kindergarten:

| | |
|-------------|--|
| DPT/TD | 5 doses – unless 4 th dose was given after 4 th birthday |
| MMR | 2 doses |
| Hepatitis B | 3 doses |
| Polio | 4 doses |
| Varicella | 2 doses – also known as Chickenpox |
3. Child's social security card or number
4. Proof of residency. **ONE** of the following documents is required:
 - Utility bill** (ex. DP&L, Vectren, water bill)
 - Cable bill** (ex. Time Warner, Direct TV, AT&T)
 - Internet bill** (if it is service to the residence and not on the cell phone)
 - Landline telephone bill** (**NOT** a cell phone)
 - Current lease which has to include the landlord's name, telephone number and all signatures
 - If you are living with another family within the Miamisburg City School District, or if you are not the parent or legal guardian of the student you wish to register, please contact the Student Services Office (937-866-3381) to determine necessary documents.
5. File date stamped custody papers (if they apply)
6. Parent's photo ID

** An e-bill is acceptable for utility, cable, internet and landline phone, only if printed directly from supplier's website and must include name and address (no e-mail bill reminders accepted).

CONTACT INFORMATION

District Website

www.miamisburgcityschools.org

LaVeta Bauer Elementary School

937-434-9191

Tammy Sundermann, Principal
Michele Groleski, Secretary
701 North Springboro Pike, Dayton, Ohio 45449

H.V. Bear Elementary School

937-866-4691

Shannon Ruppert, Principal
Kathy Shouse, Secretary
545 School Street, Miamisburg, Ohio 45342

Jane Chance Elementary School

937-384-0510

Dale Geyer, Principal
Anita Palmer, Secretary
10661 Wood Road, Miamisburg, OH 45342

Kinder Elementary School

937-866-4461

Jeremy Saylor, Principal
Sandy Saunders, Secretary
536 E. Central Avenue, Miamisburg, Ohio 45342

Mark Twain Elementary School

937-866-2581

Kelly Lee-Marker, Principal
Carla Jones, Secretary
822 North Ninth Street Miamisburg, Ohio 45342

Medlar View Elementary School

937-865-5257

Susan Woods, Principal
Coleen Bell, Secretary
4400 Medlar Road, Miamisburg, Ohio 45342

Mound Elementary School

937-866-4641

Michael Black, Principal
DeeDee Andrix, Secretary
1108 Range Avenue, Miamisburg, Ohio 45342

Nutrition Services

937-866-8551

Theresa Courtney, Supervisor
Ravella Lawson, Administrative Assistant

Transportation Department

937-866-1283

David Oglesby, Supervisor
Leah Woodard, Administrative Assistant
Kathy Meyers, Administrative Assistant

KINDERGARTEN READINESS SCREENING

During the first three days of the school year, kindergarten will experience a modified schedule so that students can participate in a kindergarten screening. During the registration process, parents will sign up for a 15-20 minute kindergarten screening time for their child. Kindergartners will only attend school during their designated screening time on these three days.

The purpose of the kindergarten screening is not to determine eligibility to enter kindergarten, but rather to provide our teachers an opportunity to begin building rapport with incoming students while also gaining information about your child's school readiness skills related to literacy, math, language and social/emotional factors. Teachers will use the information from the screening process to plan according to the needs of the incoming learners.

GENERAL INFORMATION

Attendance

A child's success in school largely depends upon continuous attendance. Help your child realize that school is like a job, and staying home for an unimportant reason is not acceptable. Early dismissals should be requested only for an emergency. If your child is going to be absent, call the school to report the absence, and send a note when your child returns to school. A doctor's note may be required if continuous days are missed. A full explanation of the District Attendance Policy can be found in the elementary handbook, available on the district website.

Communication

Communication between teacher and parents is vital. You are encouraged to talk with the teacher and discover the best way for you to communicate (through notes, email, phone, class, etc.) Some teachers use a folder system for home/school communication. If a teacher has an important message for a parent it may be placed in the student's school bag or a folder upon dismissal from school.



Immunizations

As required by State Law, Sections 3313.671 and Ohio Revised Code 3701.13, a child may not be permitted to attend school unless he/she is up to date with immunizations. Parents/guardians must provide the school with documentation of these immunizations with the month/day/year they were given. A completed immunization record must be on file in the office, by the first day of school, in order for your child to attend. These immunizations are required for entrance into kindergarten:

| | |
|-------------|--|
| DTaP/DT | 5 doses – unless 4 th dose was given after 4 th birthday |
| MMR | 2 doses |
| Hepatitis B | 3 doses |
| Polio | 4 doses |
| Varicella | 2 doses – also known as Chickenpox |

Several of these immunizations are given prior to kindergarten and/or when the child is 5 years of age. If you have not scheduled a 5-year physical for your child with your physician, please do so *as soon as possible*. The physical form to take with you is included in the kindergarten packet. For information regarding religious, good cause or medical exemption, please contact the school nurse.

The Dayton and Montgomery County Public Health Department provides an Immunization Clinic for routine vaccines for infants, children, teens and adults. Services are provided by appointment only. Routine vaccines for eligible children are provided at no cost through the Vaccines for Children (VFC) program. To schedule an appointment, call 937-225-4550. Their hours are Monday – Friday, 8:00am – 4:30pm. They are located at the Reibold Building – 5th floor, 117 S. Main Street, Dayton, Ohio.

Please don't hesitate to call the school nurse if you have any questions.

Kindergarten School Fees

There is a district established kindergarten school fee of \$15.00 per student, due the first few weeks of school. Additional information will be sent home at the beginning of the school year. If you need information on payment options, please contact your building secretary.

Late Enrollment

Transfers from other public kindergartens will be accepted if they meet the age and health records requirement.

Mandatory Kindergarten (Ohio Revised Code 3321.01)



Children must attend kindergarten to be eligible for grade one. No school district shall admit a child to first grade that has not successfully completed kindergarten. Upon request of a parent, the requirement may be waived by the district's pupil personnel services committee in the case of a child who is at least six years of age by the district's entrance date (Sept. 30) of the year of admittance and who demonstrates, to the satisfaction of the committee, that the child possesses the social, emotional, and cognitive skills necessary for first grade.

Nutrition Services

Breakfast is served daily by our food service staff at 8:45 a.m. Students go through the cafeteria line just as they would for lunch. The cost will be sent home in the first day information packet. There will be no lunch cafeteria service for half day kindergarten pupils. You can reach the district Nutrition Services office at 937-866-8551.

Parent/Teacher Conferences

If you have any questions about your child or his/her work, contact the teacher to set up a conference. The district schedules two parent/teacher conferences during the year. However, teachers will be happy to meet with you, if needed.



School Attire

Comfortable clothes are best. Rubber-soled shoes (with laces or Velcro) are recommended for gym and safety on the playground. Children may need smocks for painting; oversized shirts are suitable. All smocks, boots, hats, jackets, raincoats, coats and other items of similar nature should be labeled with the child's name.

School Hours for Kindergarten

All elementary buildings within the Miamisburg City School District have the following schedule:

Morning kindergarten - 9:05 a.m. - 11:45 a.m.

Afternoon kindergarten - 1:05 p.m. - 3:45 p.m.

Students must arrive at 8:45 a.m. if they plan to eat breakfast (see the Nutrition Services section for further information). *No student should be dropped off prior to this time.*

During times of inclement weather, the Superintendent may authorize a 2-hour delay with “Plan B” kindergarten. The schedule for Plan B kindergarten is as follows:

Morning kindergarten - 11:05 a.m. - 12:45 p.m.

Afternoon kindergarten - 2:05 p.m. - 3:45 p.m.

Supply List



Closer to the start of school, a list of required school supplies will be posted on the individual school pages of the district website. Due to generous donations from local community partners, not all elementary buildings ask you to provide kindergarten school supplies. Please check before you shop!

Transportation

The goal of the Transportation Department is to provide safe and reliable transportation for your children. Parents, guardians and childcare providers play an important part in attaining that goal. For your convenience, bus schedules will be posted through a secure website called E-Link. E-Link can be accessed from the Transportation page on the district website. You will need to know the child’s student identification number to log into the system. This information will be mailed to you prior to the start of school. Schedules will be available approximately two weeks prior to the first day of school. During these first two weeks bus times will continue to be adjusted due to new enrollments and withdrawals. Please recheck the website frequently for up to date information.

The following list will answer some of your most frequently asked transportation questions:

1. Will my child be provided bus transportation?

To determine if your child is eligible to receive bus transportation, please visit the [Do I Live in the “NO BUS” Area?](#) link located on the individual school pages of the district website.

There is no transportation provided for students residing within the highlighted area.

Specific procedures for car riders, daycare providers, walkers and bike riders will be provided by the building principal.

2. Does someone need to be present to receive my child?

During the mid-day or afternoon drop-off the parent, guardian, child care provider or older sibling (grade 1 or higher) must be at the driver-designated place of safety before your kindergarten student will be allowed to exit the bus. **If no one is present to meet your child, they will be returned to school.** The school administrator will notify the parent or guardian that their child has been returned and is to be picked up at the school office.

Please make sure the school has alternate phone numbers in case you cannot be reached at home.

3. **Will the school bus pick up my child in front of the house?**



Many times mid-day pick-ups and drop-offs will be in front of the student's home, though common bus stops will be used if two or more students live in close proximity. However, if your residence is located in an area where stopping in front would be contrary to standard stop practices, we will designate a safe, nearby alternative stop. Drivers cannot alter bus stops.

4. **If my child misses the bus, how is he/she supposed to get to school?**

The parent is responsible for having the student ready and at their driver-designated place of safety **no less than five minutes before** the scheduled pick-up time. If the bus is on time and the student is not at the assigned place of safety, the bus will not return to pick up a student later.

5. **Will my child be picked up and dropped off on the residence side of the roadway?**

Frequently, we are able to route our kindergarten buses so that the students are dropped off on their residence side, however, there are occasions when the students must cross the street. When students need to cross, it is **very important that they always pay attention to the driver and follow the crossing procedures** the driver has taught them. Your child will be instructed on the proper hand signals the driver will teach them to know when it is clear and safe to proceed. The driver will also provide instructions as to their place of safety (see diagram) and the importance of staying in their place of safety until the bus clears the stop. We need your help to assure the children follow these procedures. Additional information regarding the driver-designated place of safety can be found on the Transportation page of the district website.

6. **What if I need to change my pick up or drop off location?**

If you move, you should notify the school immediately, a minimum of two working days is required by transportation so that the route sheets and student information can be changed and forwarded to the drivers. It is extremely important that this rule be followed. Keeping a uniform schedule will help to eliminate any confusion from the school or the transportation department about the correct bus stop on any particular day. A permanent or regular bus change for any reason other than a move must be submitted on our "Application for Alternative Transportation Form" and is subject to approval by the Transportation Office. The two day notice applies here as well. Other occasional changes may be submitted to the school in writing. For your child's safety, no changes will be accepted from a telephone call. This form can be obtained at your child's school, the Transportation Office or on our website www.miamisburgcityschools.org (click on Transportation).

7. **How will my child be identified?**

Your child's school will provide student identification tags at the August meet the teacher event or during kindergarten screening. Identification tags may include information such as name, phone number, address, bus number and teacher name. Please be sure you are indicating the correct bus number based on their assigned bus on the website. Bus numbers may change from year to year. A correct bus number will reduce the chance of your child being placed on the wrong bus after school. Kindergartners should wear this tag to and from school for the first two weeks. If it is necessary to send a note to school, it is helpful to pin the note to your child's shirt for the teacher to find upon arrival. Your child should know their full name and phone number.



8. Are the kindergarten buses equipped with seatbelts?

According to the federal motor vehicle safety standards, school buses are not required to have seatbelts. However, school buses are designed with fully padded compartmentalized seating areas to offer protection to the passengers. A school bus is 180 times safer than any other form of ground transportation. Teaching your child to sit properly (back to back, seat to seat, facing forward) is the safest way to reduce the risk of injury in any motor vehicle. All drivers will enforce this rule.

9. How does Plan B kindergarten transportation work?

When there is a two-hour delay, morning kindergarten students will be picked-up two hours later than usual, at their driver-designated place of safety. Your child will be dropped-off one hour later than usual, at their driver-designated place of safety.

When there is a two-hour delay, afternoon kindergarten students will be picked-up one hour later than usual, at their driver-designated place of safety. Your child will be dropped-off at the usual time, at their driver-designated place of safety.

You may contact the Transportation Department at 937-866-1283.

Visitors

Please do visit! A call 24 hours in advance will ensure that you will be able to visit with the appropriate staff member. For the safety and security of the children in our schools, please note that Public Law 2917.211 requires that all parents and visitors entering the building must report immediately to the office for a visitor's pass.

Helping Your Child Transition to School

As you prepare your child for kindergarten, it is suggested that you consider the following:

- Help your child learn his/her full name, parent's first names, address and telephone number.
- Have your child practice writing his/her first name correctly (capitalize first letter, remaining letters are lower case).
- Emphasize listening when others speak.
- Have your child practice following simple directions.
- Practice recognizing colors with your child.
- Practice finding the way to and from school, if within walking distance.
- Visit museums, and/or your public library and read with your child.
- Establish a routine so there is an easy transition to school routines.
- Discuss riding the bus safely.
- Visit your school's playground so the child becomes familiar with the area.
- Participate with your child in back to school events.



Entering kindergarten is often more stressful for parents than for children. As such, leaving them at the door or putting them on the bus can cause tears (for both parent and child). Please know that we are sensitive to this issue. The best thing you can do for your children is to let them know that they are off to a great adventure, that they will be safe, and that you will be there when they return. Walking them to the door may result in clinging and crying that can be avoided by creating a positive climate and sending them off with a smile! Walking unassisted to their classroom is the first step to independence. We assure you that we will take good care of each and every one of them. We look forward to having your family as part of our kindergarten family.

LOCAL CHILD CARE FACILITIES

The following facilities have communicated with us their ability to care for your child outside of school hours. Each facility services one or more schools in our district and provides different levels of care and transportation. Please note that school busses are not permitted to pick up or drop off students at a child care facility. The Miamisburg City Schools District does not endorse or promote any specific facility. Please contact these facilities directly for additional information.

ALL ABOUT KIDS (Susan), 1300 W Social Row Rd, Centerville, OH 45458; Office: 937-885-7480

*Servicing Bauer. <http://www.allaboutkidslc.com/centerville/>

CENTERVILLE CHILD DEVELOPMENT CENTER (Terri), 8095 Garnet Drive, Dayton 45458; Office: 937-434-5949

* Servicing Medlar View. <http://www.ves-ccdc.com/4436.html>

EARLY BEGINNINGS CHILD CARE (Brittany Crowe), 1820 S Alex Road, Dayton 45449; Office: 937-847-9614

* Servicing Bauer, Kinder, Mark Twain, Mound. <http://www.earlybeginnings.net/>

GOOD SHEPHERD DAY CARE, 11285 Springboro Pike, Miamisburg 45342; Office: 937-885-1180

* Servicing Jane Chance. <http://www.goodshepherdacademy.org/>

INSPIRE CENTER FOR LEARNING (Janine & Melissa), 1720 Belvo Drive, Miamisburg, 45342; Office: 937-866-2106

* Servicing Bauer, Bear, JCE Kinder, Medlar View, Mound. <http://www.inspirechildren.com/in>

KIDS 'R KIDS (Tyler Mayhugh), 790 N Main Street, Springboro 45066; Office: 937-748-1260

* Servicing Bauer, JCE. <http://www.krkspringboro.com/>

LA PETITE ACADEMY (Tiffany), 2900 Spring Valley Pike, Miamisburg 45342; Office: 937-434-4609;

* Servicing PM KG Bauer, Jane Chance, Mound. <http://www.lapetite.com/our-schools/miamisburg-oh-7086/>

MIAMISBURG CHRISTIAN LEARNING CENTER (Bev Martin), 2155 Leiter Road, Miamisburg 45342; Office: 937-866-5513

* Servicing Bear, Kinder, Jane Chance, Mark Twain, Medlar View, Mound. <http://www.miamisburgsda.org/article/13/mclc>

SEVEN DWARFS CHILD CARE CENTER (Mary), 8960 Kingsridge Drive, Dayton 45458; Office: 937-433-2037

* Serving Bauer, Jane Chance, Kinder(PM KG), Medlar View. <http://www.sevendwarfsdaycare.com/>

ST. JAMES CHILD CARE CENTER (Cindy & Julie), 401 Carlwood Drive, Miamisburg 45342; Office: 937-866-1633

* Servicing Bear, Kinder, Jane Chance, Mark Twain, Medlar View, Mound. <http://www.stjamesccc.com/>

TWIGS KIDS, 1900 S Alex Road, West Carrollton 45449; Office: 937-866-8356

* Servicing Jane Chance, Kinder, Mark Twain, Medlar View, Mound. http://www.twigskids.com/#!_programs-and-schedules

WEST CARROLLTON YMCA (Brandon Larson), 900 S Alex Rd., West Carrollton 45449; Office: 937-866-9622

* Servicing all Miamisburg elementary schools. <http://www.ymcaonline.org/Childcare/after-school-care-programs.html>