### Nodaway-Holt R-VII



# Pre-Kindergarten Handbook



#### **Mission Statement:**

Quality Education Today For A Successful Tomorrow

#### **District Vision Statement:**

The vision of the Nodaway-Holt School is to become the model district for Northwest Missouri.



2025-2026

#### **TABLE OF CONTENTS**

Pre-Kindergarten Philosophy	3
Pre-Kindergarten Goals	3
Curriculum	3
Nodaway-Holt R-VII Elementary School Faculty	4
Pre-Kindergarten Daily Schedule	5
Nodaway-Holt R-VII Pre-Kindergarten Operational Policies	6
Pre-Kindergarten Hours & Tuition	6
Attendance	6
Enrollment Qualifications	7
Attendance	7
Out of District Enrollment	7
Toileting	7
Arrival / Departure	7
Snow / Severe Weather	8
Releasing Children	8
Illness, Injury, Accident Procedures	8
Head Checks for Contagious Parasites	8
Medication	8
Disaster Drills	8
Reporting Abuse (Policy JHG)	9
School Records	9
Dress Code	9
Food Program	9
Sack Lunch Agreement	9
Meal Prices	10
Discipline	10
Quiet / Rest Time	11
Parent / Teacher Communication	11
Conferences	11
Family Participation	11
Pre-Kindergarten Orientation	11
Kindergarten Orientation	12
Educational Field Trips	12
Toys from Home at School	12
Birthdays	12
Parties	12
Family Access	12
Photo & Name Release	12
Special Note	12
Materials Needed	13
Parent / Guardian Agreement	14

#### PRE-KINDERGARTEN PHILOSOPHY

The Board of Education, the Superintendent, the Principal, and all of the faculty members believe that children are our most precious resources, and that a child's education and care impact their future personal and academic success.

It is the belief of the Nodaway-Holt R-VII School District that pre-kindergarten age children need to be provided sufficient time and numerous opportunities to explore the environment and learn by providing extended time for experimenting, creating, and imagining in a safe and caring environment. Appropriate, age-level development will occur by building on what children already know and by providing a learning environment whereby children have numerous activities from which to choose and have ample supply of materials that encourage problem solving.

A child's development is largely influenced through the teacher's decisions in the classroom, and as the teacher guides children while they construct knowledge. Research shows that children develop at appropriate stages when given a nurturing environment that is designed to promote social-emotional development, using activities such as painting, block building, pretend play, signing, etc.

Nodaway-Holt R-VII believes it is important to provide quality educational opportunities for pre-kindergarten age children in order to promote healthy physical, cognitive, social, and emotional development. We believe it is important to provide parents with meaningful choices as they make educational arrangements that are appropriate for their family.

#### PRE-KINDERGARTEN GOALS

- 1. Nodaway-Holt R-VII Pre-Kindergarten Program will provide quality pre-kindergarten for 4-year old students designed to assist children with development of critical language and pre-literacy skills, social emotional skills, gross and fine motor skills, and cognitive/intellectual skills.
- 2. Nodaway-Holt R-VII Pre-Kindergarten Program will implement a quality, research-based curriculum that provides opportunities for children to make choices, to problem solve, to collaborate, and to be responsible members of the classroom community.
- 3. Nodaway-Holt R-VII Pre-Kindergarten Program will operate at full capacity (20 children or discretion of administration) and maintain continuous parental and community involvement.

#### **CURRICULUM**

The Creative Curriculum focuses on the whole child and is based on research that children learn best through play. Through hands-on, project-based investigations children are engaged in purposeful play to build confidence, creativity, and critical thinking skills. Children are given opportunities to explore, make choices, problem solve, collaborate, and be responsible members of a classroom community. The children are encouraged to be independent in caring for themselves and use the natural learning environment to develop reasoning and thinking skills.

#### **NODAWAY-HOLT R-VII ELEMENTARY SCHOOL FACULTY**

It has been the policy of the school to select the staff with great care. Each teacher is a graduate of a four-year college and fully qualified in the area in which they are teaching. In addition to meeting the qualifications set by the state, the school board and school administration have tried to select only teachers who have shown by experience that they are interested in the welfare of the students. Our teachers will be glad to help you with any school concerns or problems.

FACULTY MEMBER	ASSIGNMENT	EMAIL ADDRESSES
Mr. Mike Hollingsworth	Superintendent of Schools	mhollingsworth@nodholt.org
Mrs. Amy Webb	Elementary Principal	awebb@nodholt.org
Mrs. Hallie Ginther	K – 12 Counselor	hginther@nodholt.org
Mrs. Tobie Bohannon	Pre-Kindergarten	tbohannon@nodholt.org
Mrs. Courtney McIntyre	Kindergarten	cmcintyre@nodholt.org
Miss Kailey Miller	1 <sup>st</sup> Grade	kmiller@nodholt.org
Miss Rachel Rawlings	2 <sup>nd</sup> Grade	rrawlings@nodholt.org
Mrs. Morgan Wilson	3 <sup>rd</sup> Grade	mwilson@nodholt.org
Miss Chelley Giesken	4 <sup>th</sup> Grade	cgiesken@nodholt.org
Miss Katie Falconer	5 <sup>th</sup> Grade	kfalconer@nodholt.org
Mrs. Heidi Komorech	6 <sup>th</sup> Grade	hkomorech@nodholt.org
Mrs. Abigail Kelly	Special Education	akelley@nodholt.org
Mrs. Lori Leeper	Title 1 Reading	lleeper@nodholt.org
Mrs. Susan Long	Speech Therapist	slong@nodholt.org
Mrs. Becky Reinig	K-12 Vocal Music	breinig@nodholt.org
Mrs. Becky Reinig	5-12 Band	breinig@nodholt.org
Mrs. Jill Emerson	Librarian / TAG	jemerson@nodholt.org
Mr. Shawn Emerson	Physical Education	semerson@nodholt.org
Mrs. Robin Lewis	Art	rlewis@nodholt.org
Miss Leah Gard	Nurse	lgard@nodholt.org
Mrs. Meagan Morrow	Secretary	mmorrow@nodholt.org
Mrs. Brenda Latta	Paraprofessional	blatta@nodholt.org
Mrs. Glenys Morrow	Paraprofessional	gmorrow@nodholt.org
Mrs. Reba McGinnis	Paraprofessional / PAT	rmcginnis@nodholt.org
Ms. Joey Livengood	Head Cook	
Mrs. Darla Rauch	Cook	
Mrs. Roxi Kling	Custodian	

The Nodaway-Holt R-VII School District Board of Education is committed to maintaining a workplace and educational environment that is free from illegal discrimination or harassment in admission or access to, or treatment or employment in, its programs, activities and facilities. Discrimination or harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law is strictly prohibited in accordance with the law. The Nodaway-Holt R-VII School District is an equal opportunity employer.

#### PRE-KINDERGARTEN DAILY SCHEDULE

7:35 am - 8:20 am	<ul> <li>★ ALL Morning drop-off for car riders or parents walking children in the school will be at the gym doors. Your child will wait in the gym with the class until Mrs. Bohannon comes to get the class at 7:50.</li> <li>★ Parents walking children to the gym will park on the west side of the building and walk along the sidewalk to the gym doors.</li> <li>★ Children who are eating breakfast will walk down to breakfast when they arrive and then return to the gym or classroom when they are finished, depending on time.</li> <li>★ Once in the classroom, put backpacks away, respond to the question of the day, and select an activity.</li> </ul>
8:20 am - 8:45 am	Group Meeting -  ★ Welcome song, discuss attendance, job charts, question of the day, fingerplays, theme activity, plans for the day, and new materials or interest areas.
8:45 am - 9:15 am	Recess
9:15 am -9:45 am	Read Aloud- Focused Language & Literacy/ Guided Discovery
9:45-10:40	Centers/ Bathroom Break
10:40 am - 10:50 am	Music & Movement/ Mighty Minutes
10:50 am - 11:15 am	Lunch
11:15 am - 11:40 am	Recess/ Handwriting
11:40 am -12:00 pm	Music with Mrs. Reinig
12:00 pm - 12:30 pm	Tuesdays- Counseling with Mrs. Ginther Wednesdays- P.E with Mr. Emerson Thursdays- Art with Mrs. Lewis Fridays- Library with Mrs. Emerson
12:30 pm - 2:00 pm	Rest Time
2:00 pm - 2:15 pm	Snack
2:15 pm - 3:00 pm	Read Aloud- Focused Math/ Guided Discovery
3:00 pm - 3:25 pm	Recess/ Pack up
3:25 pm - 3:35 pm	Closing Circle Time
3:35 pm - 3:40 pm	Dismissal- Car riders  ★ Car riders dismissed out the west doors. Parents are to come to the steps to pick up their child.
3:40 pm	Dismissal -  ★ Bus riders escorted to the bus.

#### NODAWAY-HOLT R-VII PRE-KINDERGARTEN OPERATIONAL POLICIES

#### **Pre-Kindergarten Hours & Tuition**

#### Full-Day Pre-Kindergarten:

- ★ 8:00 am 3:40 pm
- ★ Students enrolled in the pre-kindergarten will attend four (4) days a week, Tuesday through Friday, as the Nodaway-Holt R-VII School District is on a non-traditional school calendar.
- ★ Full Time Total Hours = 1,085.2117

#### Tuition:

- ★ The Nodaway-Holt R-VII Pre-Kindergarten Program is free for all students that live within the district boundaries.
- ★ Tuition rates for students living outside of the district's boundaries will be charged accordingly:

RATE PER HOUR	ANNUAL	MONTHLY (9)	AVERAGE DAILY RATE
Regular - \$2.25	\$2,441.73	\$271.30	\$16.39
Reduced - \$1.40	\$1,519.30	\$168.81	\$10.20
Free - \$0.55	\$596.87	\$66.32	\$4.01

- ★ For out-of-district students, tuition payments are due on the **first** of each month beginning September 1st and ending May 1st. The August payment is due at registration/Back to School Night.
  - If payment has not been received by the **fifth** day of the month, the tuition is considered delinquent and a notification will be sent home.
  - If payment has not been received by the **tenth** day of the month, your child will not be able to attend until payment has been received.

#### Reason for Tuition:

★ Once students enter kindergarten, the State of Missouri provides funding to the district based on hours students attend. The district does NOT receive any State funding for students who attend pre-kindergarten. The average daily cost to educate a student is approximately \$40.00 per day. In order to continue to provide quality pre-kindergarten education that meets the needs of our community, the district is asking for non-tax paying families to pay a reasonable amount in order to offset the cost of educating their child. With a sliding fee scale for non-resident students, based on income, the average daily rate ranges from \$4.01 to \$16.39. If no tuition is received from non-resident families, the Board of Education may decide to no longer accept non-resident students to ensure that resident students continue to receive a quality education.

#### **Attendance**

We encourage all students to attend daily, and to remain in school for the entire daily session from 8:00 am - 3:40 pm. Students benefit most when they are in class and can gain from interaction with their teacher and other students. In the case of excessive excused/unexcused absences (absences that equal or exceed **seven** in one semester), the Nodaway-Holt R-VII School District may terminate your child's enrollment. This is necessary because we have a waiting list and want to make sure all 20 pre-kindergarten slots are filled consistently. You will be notified if we have concerns about your child's attendance. Please call the elementary office (660-935-2514) by 9:00 am each day your child will be absent. If no call has been received and your child is not at school, a follow-up call will be made to monitor attendance.

#### **Enrollment Qualifications**

Children must be four years old before August 1, 2025 to attend pre-kindergarten during the 2025-2026 school year. The school must also have the following documents on file for your child to attend pre-kindergarten:

- ★ Enrollment form (including emergency contact names & numbers)
- ★ Immunization records
- ★ Birth certificate

Parents must notify the school immediately if any information changes on these documents. Termination of enrollment may take place if the child is not benefiting from the program or if non-resident tuition has not been paid.

The district can operate a classroom of 20+ four-year-old students; after the 20 openings are filled, it is up to the discretion of the district if more students will be accepted. Selection of the twenty students to attend will be based on a variety of factors, including but not limited to, development delays, special needs, etc. Priority will be given to district four-year-old students. Once the four-year-old positions are filled with students living within the district boundaries, priority will be given to the children of district employees, and then should any remaining positions be available, we will consider out-of-district four-year-old students. The final decision regarding student enrollment will be at the discretion of the district teaching staff and administration.

#### **Out of District Enrollment**

Our goal is to provide quality education to as many four-year-old students as we can - first to our district students, then to the children of our staff, and then to our neighboring school districts.

#### **Toileting**

Children may only attend pre-kindergarten if they are fully potty trained and can take care of their toileting needs independently. Our facility does not accommodate diapering. We ask parents to provide an extra set of clothes for accidents such as spills or wet pants; however, if a child has a bowel movement accident at school, the child's parent(s) will be called to pick up their child to take home and clean up.

In the event a child is found not to be fully potty trained as indicated by three "accidents" (inability to reach the toilet on time, wetting or soiling undergarments), at the discretion of the teacher/nurse/principal, the child will be asked to take a 2-week leave from the center to work towards readiness. If upon returning the child still is not trained as indicated by one or more accident(s) the child will be asked to take a month long leave. Soiled garments will be placed directly in a plastic bag with a note attached, to be sent home.

#### **Arrival / Departure**

Please be consistent and on time when bringing and picking up your child. Prompt arrival cultivates good attendance habits and gives the child a secure feeling of beginning and ending the day with the class. Tardiness in arrival and departure can cause anxiety in small children. Morning drop-off for car riders will be at the gym doors. Please be watchful for students being dropped off and walking to school. Parents walking students into the building are asked to park on the west side of the building at the bottom of the hill and enter the main entrance. Please be careful when backing out. Teachers are on duty at 7:40 am and pre-kindergarteners may arrive at 7:40 am. School begins at 8:00 am.

At the end of the day, all bus riders will go directly to the gym to load their respective buses. Students that are being picked up after school will exit the building on the west side. Parents are to park on the hill. Teachers will walk students to their parents or designated pick up person. Parents will not need to sign their children in or out if dropping off and picking up their child at normal school times. If your child will be riding the school bus, please contact First Student Bus Company at (660) 442-5111 so that bus drivers will be notified to pick your child up. If an emergency arises and you will be late in picking up your child, please notify the elementary office at (660) 935-2514.

#### **Snow / Severe Weather**

In the case of inclement weather, or other circumstances, pre-kindergarten may be canceled, delayed two hours, or learning may take place through Alternative Methods of Instruction (AMI). The Pre-Kindergarten will follow the Nodaway-Holt R-VII School Schedule. Announcements of cancellation, delay, or AMI will be given to the following radio and TV stations: KQTV CH 2, KFEQ 68AM, KSJQ92.7FM, KSFT 1550 AM, KMA 960AM, KNIM 97.1FM/1580A & KKJO 105.5 around 4:30 AM. The district will also utilize the TROJAN Alerts System, through cell phones, with a textcaster being sent out around 5:30 AM. You may sign up through the district webpage. Notification will also be given on the district Facebook page.

If you are unable to pick up your child on early-out days, we ask you to please make prior arrangements, so that all children are picked up promptly when school dismisses.

#### **Releasing Children**

All parents must fill out a form listing all authorized adults to pick up your child. We will only release your child to a person listed on the form. A driver's license identification will be required by an authorized substitute picking up your child. If you need to add someone to your list, please let the school know.

#### **Illness, Injury, Accident Procedures**

Children should not attend school if they display any one of the following symptoms: fever, sore throat, skin rash, red or inflamed eyes, discharge from ears or eyes, vomiting, diarrhea, severe cough, or severe itching of the body or scalp. If your child should display any of these symptoms while at school, they will rest in the nurse's office until they are picked up. You must notify the school if your child is diagnosed with any communicable disease. If your child displays any of these symptoms or becomes injured at school, the school will contact the parent/guardian. The school staff will give immediate first aid or emergency treatment in case of sudden injury or illness to a student. Please make available accurate and up-to-date information as to where you can be reached and the name and telephone number of the person to contact in case you are not available. This emergency person must have a working telephone and access to reliable transportation. You must notify the school immediately if the names and/or numbers of your emergency contact person changes.

#### **Head Checks for Contagious Parasites**

In the event that an infestation of head lice is found, the student will be sent home from school. The parents/guardians are responsible for getting the infestation corrected before the child returns to school. Upon return to school, school authorities will check the child before the child may return to class.

#### **Medication**

A medication authorization form must be filled out by the child's parent/guardian with the office or school nurse before any medication can be given. Medications taken at school are discouraged, unless absolutely necessary. Antibiotics should be given at home on an alternative schedule if possible. All prescription and nonprescription medication shall be in the original container and clearly labeled with the child's name, instructions for administration, including times and amounts of dosage, and the physician's name. The school nurse is in the district full time, but is shared between the elementary and JH/HS buildings. All medications must be brought to the school and given directly to district personnel by an adult.

#### **Disaster Drills**

Fire/Tornado drills will be held and documented to assure that all children are very familiar with safety procedures in the case of a real disaster.

#### **Reporting Abuse (Policy JHG)**

The Board of Education believes that school staff members are in a unique position to assist children, families, and the community in dealing with the issue of child abuse and neglect. In addition, school employees are required by law to report instances of suspected child abuse when the employee has reasonable cause to suspect that a child has been or is likely to be abused or neglected.

Child abuse is defined as any physical injury, sexual abuse or emotional abuse inflicted on a child other than by accidental means.

Neglect is defined as the failure to provide the proper or necessary support, education, nutrition or medical, or surgical or other care necessary for the child's well-being.

District employees who know or have reason to believe that another District employee has sexually or physically abused a student have an additional duty to notify their immediate supervisor immediately.

If abuse or neglect is suspected, employees are to notify their supervisor immediately and call the abuse and neglect hotline.

#### **School Records**

All school forms, including enrollment forms, health reports, immunization records, and emergency care instructions must be kept on file at the school before any child may attend.

#### **Dress Code**

Children are encouraged to wear clothing that is comfortable to play in (indoors and outdoors). In the winter, children need to bring clothing to school that will allow them to play outdoors, such as a heavy winter coat, boots, mittens, and stocking hat, etc. Pre-kindergarten students will play outside every day that the weather permits, (unless the wind chill is in the teens) so please dress your child accordingly. Outdoor play will consist of organized group games as well as free play. If the weather does not allow for students to go outside, gross motor activities will be offered inside.

#### **Food Program**

Purchased breakfast will be available for those arriving prior to 8:00 am. Meal rates are set by the Board of Education and are subject to change.

#### **Snack**

Parents are asked to provide a healthy shelf snack to share with the class. Children will have snack daily after rest time. When sending snacks with your child, keep in mind your child will share the I will send a text will be sent out through Remind.com asking for help refilling it. Due to health regulations, food items sent to school must be in the unopened container they are purchased in, no homemade treats. This includes birthday treats. Child will have milk during snack. Parents are required to pay the \$.50 per milk charge. Please notify the teacher if your child has any food allergies.

#### **Sack Lunch Agreement**

If you choose for your child to eat a sack lunch from home, Nodaway-Holt R-VII Pre-Kindergarten is not responsible for the nutritional value of the meal and the parent assumes the responsibility for meeting his/her child's daily food needs for the lunchtime meal. We encourage all students to eat a healthy balanced diet of protein, fruit, vegetable, bread, and milk and appreciate lunches that follow these guidelines. In addition, we ask that pop not be sent in school lunches. Parents cannot provide food to be shared with other children at lunch. In the event that your child brings a sack lunch, Nodaway-Holt R-VII Pre-Kindergarten will provide milk for lunch for \$.60. A handout addressing nutritious food choices and portion guidelines are included in Back-to-School packets. Your signature on the review of handbook policies indicates your acknowledgement and compliance with the Sack Lunch Agreement.

#### **Meal Prices**

Breakfast and lunch are served each school day. Breakfast is served from 7:35 am until 8:00 am to those students that wish to participate. The cost for a student breakfast will be \$1.85. The cost for a student lunch will be \$3.20. Milk will cost \$0.70.

#### **Discipline**

- 1. Positive methods of discipline will be used in Pre-Kindergarten. These methods will encourage self-control, self-direction, self-esteem, conflict resolution, cooperation, and responsibility.
- 2. Classroom rules will be clear, concise, and appropriate, and the children will be expected to follow them.
- 3. Verbal reminders and redirection will be made when necessary to help the children see the need for the rules.
- 4. If negative behavior persists, the child will be redirected and then given the choice of alternative educational activities and then a chance to return to the group activity. If a child continues to engage in behaviors that are not safe, respectful, and responsible, he/she will receive a "minor" on the Positive Behavior Supports Plan. This is recorded through a visual clip chart and clipboard behavior monitoring system. Three "minors" in one day will automatically be considered a "major" and the student will be required to visit with the principal and a phone call will be made to the parents/guardian. A behavior plan may be made to include positive behavior support and incentives.
- 5. In the case of severe negative behavior in which a child could potentially harm him/herself or others, they will receive an automatic "major" behavior referral and may be placed in the elementary principal's office until self-control is regained and the parent will be contacted.
- 6. After attempts have been made to meet a child's individual needs, any child who demonstrates an inability to benefit from the care offered by the Pre-Kindergarten program or whose presence is detrimental to other children may be discharged from the facility.
- 7. Care of a child may be discontinued if the school and the parent(s) cannot establish a mutually satisfactory working relationship.

#### **Quiet / Rest Time**

Following lunch and specials, the pre-kindergarteners will have a quiet/rest time. They will rest on cots using their own bedding. Quiet time will always begin with story time and soft music. If your child needs a favorite blanket to go to sleep with please let the teachers know and make sure it is here daily. If at all possible, all napping items need to be left at school during the week so that we are not trying to remember to send special bedtime things home and bring them back the next day...if we forget something it could be a long night at home!

If your child does not nap, he/she will be allowed to get up for quiet activities after quiet time is over. Quiet time for those not napping will last a minimum of 30 minutes and a maximum of 60 minutes. Each child's bedding will be sent home on Fridays. Parents are responsible for laundering and returning bedding on Tuesdays.

#### **Parent / Teacher Communication**

A pre-kindergarten calendar will be sent home for each new month. In addition, a school newsletter and calendar will also be sent home. Please check your child's red folder for these items because they contain important information about our pre-kindergarten schedule and special items your child may need to bring for themes. Please use the information shared to talk with your child about his/her day and reinforce concepts we are working on at school. In addition, please send notes any time you feel there is something that the teacher needs to know about your child in order to make the day more pleasant and comfortable for him/her.

#### **Conferences**

Parent/teacher conferences will be held on October 20, 2025 and February 16, 2026. The conferences will be held at school. You may request a conference at any time throughout the year to review your child's progress or discuss any other issues that arise. In addition, you are encouraged to call any time to discuss your child. Good communication between teachers and parents is crucial for your child's success at school!

#### **Family Participation**

Nodaway-Holt R-VII Pre-Kindergarten encourages family involvement in order to make your child's transition into pre-kindergarten successful. The pre-kindergarteners may bring home monthly activities that you may complete together as a family. The children are always extremely proud to share these family projects with their friends. We thank you in advance for completing these and having a positive influence on your child's first school experience. Also, if your child has a difficult time adjusting to pre-kindergarten, we ask that you make your good-byes loving and brief. Generally, children will become involved and content once the good-byes are over. Volunteering and visiting the classroom gives you an opportunity to actively participate in enriching your child's first school experience.

#### **Pre-Kindergarten Orientation**

Prospective pre-kindergarteners are offered numerous opportunities to become familiar with the Nodaway-Holt R-VII School District. In addition, Group Meetings coordinated by PAT/Pre-Kindergarten are held during the school year. Back to School Night, Music/Art Programs (Winter/Spring), SKIP activities, Pep Assemblies, Homecoming Festivities, and Pre-Kindergarten Graduation are also school activities that all families are invited to attend. Future pre-kindergarteners are also invited to pre-kindergarten round-up and pre-kindergarten screening. Pre-Kindergarten Orientation is held before the end of the school year to review all policies and procedures with parents of children enrolled in the pre-kindergarten program.

#### **Kindergarten Orientation**

"Kindergarten Days" are held in May to familiarize children with the kindergarten teacher, classroom, and future classmates. Kindergarten Round-up Day is held for future kindergarteners to go to lunch, recess, and have a story-time/activity in their new classroom. In addition, future kindergarteners are invited to eat breakfast and lunch in the cafeteria and go to recess with their class any day during the month of May.

#### **Educational Field Trips**

Periodically walking field trips within and on school premises will be taken to promote themes taught in the classroom, citizenship, and sense of community. Permission for on campus, walking field trips is assumed unless parents notify the school otherwise. Educational trips that relate to themes taught in the classroom AND require bus transportation will be

available. Parents will be notified ahead of time as to the purpose and location of the trip. Parents will need to sign a release form for these trips.

#### **Toys from Home at School**

We ask that children not bring any toys from home other than a stuffed animal to rest with.

#### **Birthdays**

Birthdays are important milestones in children's lives. We welcome birthday refreshments in pre-kindergarten. Please arrange the day/time in advance. Due to health regulations, birthday treats sent to school must be in the unopened container they are purchased in, no homemade treats are allowed.

#### **Parties**

Pre-Kindergarten will have parties at Halloween, Christmas, and Valentine's Day. Please feel free to sign up as a room parent for your favorite party at the beginning of the year. Also, if anyone is interested in helping to coordinate all parties and contact other room parents, please notify Mrs. Bohannon.

#### **Family Access**

Nodaway-Holt R-VII Pre-Kindergarten families have access to and may ask a teacher to look at staff child abuse and neglect/criminal record screenings, children's developmental records and portfolios, and class lesson plans.

#### **Photo & Name Release**

Students will be photographed throughout the school year in order to document school history, events, projects, and trips experienced by the classes. The photographs taken by the school may be used for media purposes (PowerPoint presentations, web site pages, social media, phone app, monthly newsletters, or news articles for local news media). If students' pictures are used, their first names may be printed, but last names will be kept confidential. If pictures are used by the local news media, first and last names will be given. Parent permission is assumed regarding this action unless notification is given to the school district in writing.

#### **Special Note**

Parents are welcome to take pictures and videos of special events in your child's classroom or at school functions; however, we ask that you respect the privacy of our students and staff. If you choose to make your pictures and/or videos public via social networking sites, e-mail, websites, etc., we ask that you only use pictures of your own child where other students are not identifiable. We appreciate your help in maintaining the confidentiality of our student population.

#### **Materials Needed**

- ★ For your child's progress portfolio to be used throughout the year:
  - 1- 3 prong 2 pocket poly folder- any color to be used for student portfolios
  - o 1 package (25ct or larger) of page protectors inserted in the 3 prong folder
- ★ 1 Pair Fiskars Scissors (labeled)
- ★ 1 Pkg- 12ct Ticonderoga #2 Pencils
- ★ 2 Boxes- 24 ct. Crayola Crayons (labeled)
- ★ 4 Elmer's Glue Sticks
- ★ 1 Bottle Elmer's Liquid Glue
- ★ 1 Box- 10 count Crayola Washable Markers
- ★ 1 Pkg- 5 count Assorted Colors EXPO Dry Erase Markers- Fine Tip
- ★ 1 Crayola 8 Color Watercolor Paint Set

- ★ 1 Box 12 count Crayola Colored Pencils
- ★ 2- Wide Line One Subject 70 page Spiral Notebooks (labeled)
- ★ 1 Pair of gym shoes (labeled & to be left at school-shoes do not need to be new)
- ★ A full change of clothes- including socks and underwear in a clear gallon Ziploc bag (labeled with your child's name)
- ★ Small blanket, no bigger than 50"x60" or small beach towel. These items must fit into a 2.5 Gallon Ziploc bag without having to force the zipper to close.. Blankets will be sent back home if they do not fit in the bag loosely.
- ★ 1 Backpack (labeled)
- ★ A Red Homework folder will be provided by the district
- ★ Healthy shelf snack for 20 students
- ★ One printed 5x7 or 8x10 family picture to leave at school for the year- A picture can be emailed to Mrs. Bohannon to be printed at tbohannon@nodholt.org.

## Nodaway-Holt R-VII



# Pre-Kindergarten Handbook



### **PARENT / GUARDIAN AGREEMENT**

I have read the Nodaway-Holt R-VII Pre-Kindergarten Handbook for the 2025-2026 school year and acknowledge the following:

- ★ If I need additional explanation, I can contact either Mrs. Bohannon or the elementary office.
- ★ If I have questions, I can contact either Mrs. Bohannon or the elementary office.
- ★ I acknowledge the review and compliance with the Sack Lunch Agreement.
- ★ I acknowledge the review and understand the Discipline guidelines of Nodaway-Holt R-VII Pre-Kindergarten.
- ★ I acknowledge and understand the Photo and Name Release policy.
- ★ Lacknowledge and understand the Pre-Kindergarten Attendance Policy and Tuition Payment Plan.

Parent / Guardian Signature	Date