

# Lake Mills Elementary School

## A Guide to 4-Year-Old Kindergarten



**Lake Mills Elementary School**  
**920-648-2338 ext. 452**

**Lake Mills United Methodist Church**  
**920-728-4384**

Welcome to Four Year Old Kindergarten in the Lake Mills School District. Your child is beginning the exciting journey of formal education. Working in partnership, we can lay the foundation for lifelong learning. This booklet will help to explain policies and procedures so that we will all have a smooth transition into this exciting new experience.

Throughout the year, there are many things you can expect from us, just as there are things we will expect from you.

We will provide:

- A well-balanced curriculum
- Social interaction with other children
- Fair and consistent interaction with all students
- A nurturing environment
- An environment that emphasizes a love for learning

In return, we expect that you will:

- Make sure your child is well rested.
- Encourage your child to behave appropriately.
- Encourage your child to cooperate with adults and other children in an appropriate manner.
- Make sure your child is well fed.
- Reinforce the concepts taught at school.
- Limit the amount of T.V./computer time each day.
- READ TO YOUR CHILD EACH DAY !!!

**Teaching Staff:**

**Lake Mills Elementary School Staff**

- Kelly Bargaquast (BQ) – Lead Teacher [kelly.bargaquast@lakemills.k12.wi.us](mailto:kelly.bargaquast@lakemills.k12.wi.us)
- Mandi Frohmader - Paraeducator
- Jennifer Kulow - Paraeducator

**Lake Mills United Methodist Church**

- Jenny Hans – Lead Teacher [Jennifer.Hans@lakemills.k12.wi.us](mailto:Jennifer.Hans@lakemills.k12.wi.us)
- Mary Paulowske – Paraeducator
- Debbie Kulow – Paraeducator
- Nancy Koltanowski - Paraeducator

**Principal:** Erin Siedschlag [erin.siedschlag@lakemills.k12.wi.us](mailto:erin.siedschlag@lakemills.k12.wi.us)

## **CURRICULUM:**

In the Lake Mills School District we understand that at the 4-year-old Kindergarten level, children learn best through play. To support this belief play-based curriculum will be focused on five main components:

*Social/Emotional Development:* We will be focusing on children interacting positively in work and play. This includes such things as: solving problems using words rather than aggression, following classroom rules/routines, showing respect for others, and developing friendships with peers.

*Approaches to Learning:* We aim to help our students develop persistence in completing tasks, engage in imaginative play and inventive thinking, and develop a curiosity and confidence to try new things.

*Health and Physical Development:* Students will strengthen both fine and gross motor skills. Our fine motor activities will consist of scissor, pencil, and crayon control.

*Cognition and General Knowledge:* Students will be exposed to: counting, numbers, shapes and patterns.

*Language Development and Communication:* Students will be exposed to: book handling skills, rhyming, letter identification, letter sounds, and name writing. We will also work on listening and communicating with others.

## **CLASSROOM RULES AND BEHAVIORS**

*The agreements we follow in our classroom are:*

- Be Safe
- Be Kind
- Be a Learner

## **POLICIES, PROCEDURES AND MISCELLANEOUS ITEMS**

*School Hours:* The 4-year-old Kindergarten morning session begins at 7:55 a.m. and ends at 11:10 a.m. The afternoon session begins at 11:55 p.m. and ends at 3:10 p.m.

### **Methodist Church AM & PM**

At the Methodist Church all children will enter and leave through the side doors by the playground (across from the shed). If you are dropping off or picking up your child, please wait near the back doors. A teacher will greet you at the doors and make sure your child arrives and leaves safely. Morning students will be greeted at 7:55 and dismissed at 11:10. Students in the afternoon class will be greeted at 11:55 and dismissed at 3:10.

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AM: Morning students will be greeted at 7:45 and dismissed at 11:10. Students should be dropped off at door 2 towards the front of the parent drop off line. A 4K staff member will meet your child at the doors and bring him/her into the building to meet friends. Again, parents will not be allowed into the building. Students will be picked up at Door # 2 (to the far left of the front of the building). An additional handout containing more specific details regarding pick up procedures will be provided.

PM: Afternoon students will be greeted at 11:55 and dismissed at 3:10. Students should be dropped off at Door #2 (to the far left of the front of the building). A 4K staff member will meet your child at the doors and bring him/her into the building. Again, parents will not be allowed into the building. There are 2 options for pick-up of 4K students. 1. Bus riders = these students will take the bus home. 2. Car Pick-Ups = these students will be picked up in the Kindergarten Car Pick-Up lane on Birch St. Families remain in their cars and students are brought out to you. Families will need a car tag to help identify which child you are picking up. An additional handout containing more specific details regarding pick up procedures will be provided.

Daily Folders: Each day we will send home a special folder. It will contain daily projects, any papers from the office at Lake Mills Elementary School as well as items specific to 4-year-old kindergarten. Please ALWAYS try to send the folder back on the next school day so that we have it for the following day's items.

Party Invitations: Party invitations will not be handed out at school unless your child invites all of the students from the class. If only a few children receive invitations during class time, hurt feelings develop.

Recess: We will have a large motor activity at least 1 time per day. Some of these activities will be outside (even in the winter months). All children go out for these activities unless it is raining or the temperature or wind chill is below zero. Please be sure to dress your child appropriately for the weather.

Labeling Clothing: It is very important to LABEL your child's clothing at this age, especially BACKPACKS, BOOTS, HATS, MITTENS, JACKETS, and SNOWPANTS. Children come in and take off these items or drop them in the hall and often lose them. Many children also have the same color and size boots and snow pants. This creates a very hectic time getting ready to go home. Please label everything! Thank you.

Illness: If your child is ill (has had a temp., vomiting or diarrhea, in the last 24 hours), they must be kept home. Please call the main office to let us know the reason for your child's absence. We also encourage you to send a Seesaw message to your teacher. Of course, we do want all children in school every day, but illness spreads quickly in the classroom. As you will see, we share "everything" in our classrooms, including germs. Please err on the side of caution if your child is not feeling well.

### **Severe Weather Policy**

A decision on the opening and/or closing of school will be made by the District Administrator and the Transportation Supervisor, and/or other appropriate personnel. Weather reports, county highway officials, and others will be surveyed in an attempt to gather as much pertinent information as possible. There may be occasions when we will operate for those who can get to school even though buses cannot get to all parts of the district.

If school is to be closed, parents will be notified via Skylert. Please make sure to keep your contact information current in Family Access to make sure that you receive these important messages.

Classroom teachers have the early dismissal procedure sheets parents filled out at orientation. Staff will dismiss students accordingly. If you are unsure of what directions you left for your child or would like to change directions, please contact your child's teacher.

Notes: Please send a note for any change in routine such as a parent picking up a child from school, leaving early for a dental or doctor appointment, etc. Send a note in advance for any family trips or other known absences.

*Family Trips:* If you plan on being on a trip during the school year, please make the classroom teacher and Lake Mills Elementary School Elementary office aware of it, prior to the trip.

*Social Interaction:* Your child may come home occasionally and say, "Nobody likes me. I don't have any friends." This can be quite typical at the beginning of school. They may not have someone to play with for 30 seconds to 1 minute and become frustrated. If this happens, talk to your child. Find out the details. Make sure your child is well rested and well fed. This type of response usually happens when a child is tired or hungry. It is not a cause of concern unless it is happening each day. At that point, please contact your child's teacher and we can both get to the root of the problem.

*Unidentified Items Coming Home:* Please watch your child's backpack closely. Occasionally an item comes home that does not belong to your child. Another child may let him/her "borrow" one of their toys, etc. Please return it to school and we will talk about not giving our things to others. Also, sometimes the school scissors, glue, puzzle pieces; game pieces, etc. find their way in children's pockets or backpacks. Please return these if you find them. Thank you.

*Toys from Home:* Toys and other items from home should NOT come to school. We have plenty of toys and games to play with here. Our fear is that something valuable to your child may be lost or broken while at school. Please do not let your child bring any toys to school.

*Parent Connection:* There is one special homework assignment that we ask you to do. That is to READ WITH YOUR CHILD EACH DAY. We recommend reading with your child for 15 minutes to a half-hour every day. When reading a new book, ask your child what they think the book will be about. As you are reading, stop and ask what they think will happen next. When the book is finished, ask them to tell you what happened first, next, and last. Your child probably has a favorite book that you read over and over. The child can even "read" it to you most likely. This is great! Memorization is the first step in reading. Encourage it and praise any and all progress. Show your child different words and ask him/her to find them on the pages. Also, have them "read" cereal boxes, signs in the neighborhood, etc. In addition to reading with your child, about once a month a family project will be sent home. Please complete the project with your child and return it to school when finished.

*updated 2/22*