



Brett Archer - Community Education Director

barcher@isd381.org
218-834-8201 ext. 8230

Julie Smith - Administrative Assistant

218-834-8201 ext. 8227
jsmith@isd381.org

Angie Goutermont - Administrative Assistant

218-226-4437 ext. 8137
agoutermont@isd381.org

Kim Lenski - Early Childhood Coordinator

218-226-4437 ext. 8158
klenski@isd381.org



Little Agates 4's Preschool

Jennifer Koehler - Teacher
Minnehaha School
218-834-8221 ext. 8440
jkoehler@isd381.org

Little Agates 3's Preschool

Heidi Selvog - Teacher
Minnehaha School
218-834-8221 ext. 8362
hselvog@isd381.org



Little Mariners 4's Preschool

Paula Holden
William Kelley School
218-226-4437 ext. 8159
ppauletti@isd381.org

Preschool Parent Handbook

Lake Superior School District Community Education

Little Agates 3's & 4's

Little Mariners Preschool 4's

Welcome to Lake Superior School District's Community Education Preschool Program! Our Little Agates & Little Mariners Preschool programs provide a fun, educational and welcoming learning environment using Teaching Strategies Creative Curriculum and GOLD Assessment.

Our preschools focus on building social emotional skills, literacy and language, physical and emotional wellness as well as preparing them to be part of our K-12 learning path. Our school based program provides the accommodations of the Minnehaha and William M Kelley schools. Learning in the school children will attend kindergarten allows time to become comfortable, learn the building and meet staff.

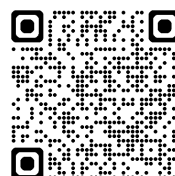
Our objectives utilize developmentally appropriate activities which enhance a child's development.

- Play and interact with other children
- Relate to & follow directions from other adults
- Participate as a group member
- Enhance a child's creativity
- Stimulate a child intellectually
- Have fun!

If you need assistance paying for preschool tuition you can find information and applications at <https://lakesuperiorcomed.ce.eleyo.com/scholarships>.

If you need child care outside Preschool hours, Little Mariners Child Care Center, in Silver Bay and Kids & Co, in Two Harbors, offer wrap-around care. Find their information by scanning the QR Code below.

www.lakesuperiorcomed.ce.eleyo.com



PRESCHOOL POLICIES

Lake Superior School District Community Education

Little Agates & Little Mariners Preschool Tuition 2025-2026

Little Agates 3's

Tuition = \$210

3 days per week for 3 hours

Registration fee = \$50

Little Agates 4's

Tuition = \$293

4 days per week for 4 hours

Registration fee = \$50

Little Mariners 4's

Tuition = \$293

3 days per week for 5.25 hours

Registration fee = \$50

Tuition is due the first of the month with the first payment due on September 1, the last payment due on May 1 for a total of 9 payments. The registration fee is non-refundable and due at the time of registration. Auto-pay is required.

A \$20 late fee will be charged for payments posted after the 10th of the month.

If you are unable to make a payment, please make arrangements immediately with the Community Education Office. **Scholarships & a sliding fee scale are available.** Contact the Community Education office or Kim Lenski at 218-226-4437 ext. 8158 or klenski@isd381.org for more information.

Please notify the Community Education Office, 218-834-8201 ext. 8230 or 218-226-4437, ext. 8137 if you are permanently withdrawing your child from Preschool. Two weeks notice before withdrawal is required. Monthly tuition will not be prorated.

ENROLLMENT EXPECTATIONS

Children must be 3 on September 1 of the applicable school year to attend the Preschool 3's program.

Children must be 4 on September 1 of the applicable school year to attend the Preschool 4's program.

Children must be toilet trained to attend our preschool programs.

Children need to be registered for Preschool before September 1 of the applicable school year to attend. Once the year has started students are not typically added to the classroom. Late or mid-year enrollments may be considered depending on the class size and child's previous preschool enrollment. New students will not be accepted after March 1.

Children **must** complete **Early Childhood Screening** before attending Preschool 4's programs. Use the QR code on cover for more information & to register or call the Community Education office or Kim Lenski 218-226-4437 ext. 8158 or klenski@isd381.org.

REQUIRED FORMS

The following forms were completed during registration. If any are missing, the teacher will reach out to you. If you need to make changes please contact your child's teacher directly.

- Instant Alert notifications
- Emergency information
- Health history
- Photograph permission

Vaccination records need to be provided for your child.

Free or Reduced Lunch Completing & returning the Free & Reduced Lunch application generates revenue for the school district & confirms for Pathway 1 & 2 Early Learning Scholarships.

Field Trips may take place during the school year. Parents will be notified of field trips prior to the trip. Parent permission is required for a child to participate. Children without permission to attend the field trip will stay home on field trip days.

SCHOOL CLOSURES

School closing notifications and other important information will be made through the ISD381 Instant Alert system. If you choose to receive instant alerts, you will receive a call, text and/or email depending on your selected preference. Notification will take place between 5:00 and 5:45 AM. We also report to local media. If you do not receive a notification, please notify your child's teacher.

If the early morning weather is questionable we may announce a two (2) hour late start. Please plan accordingly with your daycare providers and family caretakers. Preschool is part of the Lake Superior School District. If Lake Superior School District schools are closed, there will be no preschool. If there is a 2 hour late start there will be no morning preschool for Little Agates Preschool 3's. Little Mariners & Little Agates Preschool 4's will begin 2 hours after their current start time.

ABSENCE & ILLNESS

Regular preschool attendance is very important for your child to get the most out of this experience. Please arrive on time so your child can participate in all activities. While regular attendance is important, sick children need to stay home. **Please contact your preschool teacher if your child will be absent.**

If your child gets sick at preschool, you will be contacted. If you are not available, one of your emergency contacts will be contacted. We expect your child to be picked up by a parent, guardian or approved emergency contact. Please choose local & available emergency contacts.

Parents need to inform the program within 24 hours, exclusive of weekends and holidays, when a child is diagnosed as having a contagious, reportable disease. The program may post or give a notice to the parents of exposed children the same day a parent informs the program of the condition. Children will NOT be identified when illness notifications are shared.

First aid will be administered by the teacher or child care assistant, or school nurse if needed.

If your child requires daily medication to be administered at Preschool, please fill out the appropriate paperwork with the school nurse and classroom teacher.

If your child is absent because of illness or travel, you will not be allowed to "make up" the day.

General Exclusion Guidelines



This list is not all inclusive, however children should stay home if they:

- Have a fever of 100 or more, and should remain home for 24 hours after the temperature returns to normal, without the use of medication.
- Have vomited or have diarrhea, and should remain home for 24 hours after it has stopped.
- Have a persistent cough
- Have any rashes, that are of unknown cause or if contagious.
- Have open or draining skin sores

- Have inflamed or draining eyes (“pink eye”) or ears

Should any type of **public health situation** arise, Community Education and ISD381 will follow any applicable guidance from any appropriate governing bodies. Any changes or measures to be implemented will be communicated in a timely manner.

ARRIVAL & DEPARTURE

The parent or authorized adult must bring the child to and from the designated areas to meet your child’s teacher. Your child’s teacher will share your meeting location.

Any changes to the authorized pick up list must be made IN WRITING to the preschool teacher. Should no one arrive to pick up the child, the parent will be called. Should the parent not be available, the persons listed as authorized adults and/or emergency contacts will be called. The same procedure will be followed if an unauthorized person comes to pick up the child or if the person authorized is judged to be incapable of caring for the child in a safe and reasonable manner.

Please observe the starting and ending times of the program so that the child is not arriving too early or leaving late. If you have an **emergency** and are going to be late, please contact your child’s teacher directly. Preschool is not a childcare program and can’t accommodate students outside of preschool scheduled hours. Should your child need care outside of preschool hours please enroll them in Kids & Co or Little Mariners Childcare Center.

LIMITED BUS TRANSPORTATION for preschool students MAY be provided. Preschoolers may ride the K-12 bus to school if in a morning class, and home from school if in an afternoon class. Please inquire with your child’s teacher.

- The child has an older sibling to ride with.
- The family is unable to provide transportation due to lack of a vehicle or the child is being picked up from a daycare.
- Address of pick up and drop off fall within the designated bus route and there is room on that bus for additional children
- Bus times for the Fall may not be available until the week before school begins.

DAILY ACTIVITIES

Please help your child get the most out of preschool by ensuring they are well rested, well fed and attend regularly. **Snacks** will be provided by the program.

Children are expected to be **potty trained** to attend Preschool. Scheduled bathroom breaks and bathroom use on demand is provided. We understand accidents may happen. Punishment will not be made for lack of toilet habits. Children will be supervised & assisted while they change into clean clothing provided by parents. If parent provided clothing isn’t available, an alternate will be provided or the parents called. If your child wears school provided clothing home, please launder and return items.

Preschoolers should dress in comfortable, easy to take on & off, washable clothing. Daily activities may be messy and require free movement. Preschoolers should also bring outdoor clothing appropriate for the season for outdoor play. Please bring an extra set of clothing, including undergarments and socks, labeled in a gallon size sealable bag for your child to be kept in their locker or cubby.

Teachers implement guided free play and directed work activities in large and small groups, the children will have many opportunities for enjoyment and growth. Learning centers, indoor and outdoor motor activities, story telling, music, sharing, and parties are included in the program. Parents may review the program plan upon request. The home is the primary environment where a child's physical, emotional, social and intellectual development is nurtured. Preschool experiences are supplemental.

CURRICULUM & ASSESSMENT

Teachers utilize the **Teaching Strategies Creative Curriculum** and supplement experiences based on classroom needs & interests.

Observations and assessments are inline with **Teaching Strategies GOLD**. Information gathered through observations is used to plan instruction and assess needs of students.

Children with suspected cognitive, social emotional or motor concerns will be referred as appropriate. Referrals may be made to special education or mental health providers for advice and assessment. Early Childhood Special Education is part of the school district. Parents will be notified and provide permission for all referrals.

BASIC BEHAVIOR STRATEGIES & EXPECTATIONS

- Staff will teach & model appropriate behavior.
- Activities & expectations will be appropriate for the developmental level of 3 to 5 year old children.
- Children will be directed away from problems and towards constructive activity when conflicts arise.
- Children will be taught how to use acceptable alternatives in reducing conflict.
- Immediate and direct discipline for unacceptable behavior will be initiated.
- Separation from the group may be used when the child's behavior threatens the well being of the child or other children or a child is overstimulated by the classroom activities. The child will remain supervised during any separation and parents will be notified as appropriate.
- Children may be referred for appropriate evaluation or support services. Referrals may be made to Special Education or mental health providers for advice and assessment. Parents will be notified and part of this process.

PRESCHOOL BEHAVIOR POLICY

PERSISTENT UNACCEPTABLE BEHAVIORS

The following steps are required for a child displaying persistent unacceptable behaviors which significantly disrupts the rights of others to an education, or the ability of school to perform their duties and/or willful conduct that endangers the students or other students, or surrounding persons, including employees, or property of the school. Persistent unacceptable or threatening behavior includes, but is not limited to hitting, kicking, biting, pinching, hair pulling, shoving, throwing objects.

1. Collaborate with the student's parents or guardians to identify and share concerns.
2. Create a plan in writing with the child's caregivers detailing classroom strategies and referrals.
3. Discuss and develop strategies that may be implemented at home.
4. Provide referrals for needed support services as needed.
 - a. parent education
 - b. home visits
 - c. Early Childhood Special Education
 - d. Early Childhood Special Education
 - e. Medical evaluation

- c. supportive education interventions, f. Mental Health Services
- 5. Collaborate with mental health consultants or providers, education specialists, or other community-based support.

PARENT CONNECTIONS

An orientation or meet & greet will be scheduled before the first day of class.

Conferences will be held during the school year to discuss your child's intellectual, physical, social and emotional development. Conferences are offered with the teacher twice a year. This is a great opportunity for you and the teacher to share information about your child and learn how you can best support your child together.

Parents are welcome to visit our preschool program after arrangements have been made with your child's teacher, when school health and safety guidelines permit. Parents may volunteer to help with special activities. Your teacher may notify parents of such activities. Volunteers must have a [background check](#) on file. There is no charge for the background check.

Program evaluations may be completed annually by parents.

DISTRICT POLICIES

All teachers and assistants are **mandated reporters**.

Our program is covered under the insurance held by Lake Superior School District #38I. The liability insurance is in excess of \$300,000.

Lake Superior School District will not be liable for staff contact with children enrolled in the program outside working hours.