



# EC KIDSTOP CHRONICLE

September  
2009

Welcome to a new year at Elm Creek Kidstop.

We have a great year planned! One of our goals this year is to increase and improve programming for the 4<sup>th</sup>-6<sup>th</sup> graders. If you were able to come to Open House, you had a chance to see that we have rearranged the Kidstop room to include a small and separate space just for the older kids. Ms. Whiting will work with the older kids after school for the month of September. Beginning in October, Mrs. Ryyanen and Ms. Whiting will both work with the older kids programming, working in rotation. The 4<sup>th</sup>-6<sup>th</sup> graders will be invited to share ideas and be part of planning the themes and activities for the older kids group. We hope the older kids will choose a name for their group and perhaps choose or design a logo for the group. We will also continue great programming for Kidstop kids in K-3<sup>rd</sup> grade. Another goal for this year is improved communication with you, our Kidstop parents. I hope you will share with us the communication strategies that work best for you and your family – strategies we need to keep doing well and strategies we need to begin. It is important that the voice of every child and every parent is heard as we plan activities and events and as we work together to communicate in ways that support your child and you. Welcome and thank you for choosing to be part of Kidstop this year!



## Hours

Kidstop is opened from 6:30 a.m.-6:00 p.m. If the door is locked when school is not in session, ring the doorbell.

## Absences

If your child will not attend Kidstop on their scheduled day, please notify us by a phone call or by a note. If your child goes home early from school, please notify us because the school does not have time to inform us.

## Sign In/Sign Out

Children that attend Kidstop before and after school need to be signed in and/or out daily. Don't forget to put the time and your initials. Children may not do this for liability reasons.

## Kidstop Door

When bringing your child to Kidstop in the morning, please use the Kidstop door west entrance until 8:50 a.m.

If you bring your child after 8:50 a.m., please use the front door by the Elm Creek Office. We need to keep the parking lot free for the busses. After 8:40 a.m., use the front door of the school until 3:30 p.m. when picking up your child. After 3:30 p.m., all the busses should be loaded and on their way. The school is locked except for the front door during the school day.

### Late Fee

There is a late fee if you pick up your child after 6:00 p.m. Please note, we go by the classroom clock. A \$5.00 charge per family will be assessed for the first five minutes and \$1.00 for every minute after that until your child is picked up. Please remember our staff have families and commitments to attend to.

### Breakfast and Snack

Breakfast will be served in the cafeteria from 8:00-8:30 a.m.

Snack is served in the cafeteria from 3:20-4:00 p.m.

### Phone Number



**(763)315-7353**

### Outside

Children should dress properly to play outside. We will be spending time outside daily (weather permitting).

### Shoes

Children must have tennis shoes to partake in gym and outside activities.

Please send them daily.

### Tuition

Tuition is due the first day your child attends. Make checks payable to ISD #279. In the memo area, write the purpose and the days covered.

If you have any tuition questions, call Mary Brooks at (763)315-7353 between 9:00 a.m. and 11:20 p.m.

### Non-School Days

Remember there is a tuition rate which includes non-school days and one that does not. If you chose the tuition rate that does not include non-school days, then you will need to use a non-school day coupon if you want your child to attend on a non school day.

When you receive your attendance coupon book for the non-school days, please turn in your coupon with check attached by the due date on the coupon. This will reserve your child's place for the non-school day. We will staff

our program and make special arrangements according to the coupons. They must be turned in by the due date.

A bag lunch and beverage are required on non-school days unless you are told otherwise.

Your child will be receiving a field trip T-shirt. They are required to wear it on all field trips.

### Messages

Remember, parents are welcome to call the Kidstop room to leave messages for the staff. Kidstop is a very active environment, and a staff person may not be available to answer the phone because they are busy working what your children. Your message will be retrieved, and your concern attended to as soon as possible. This may occur after your child has left Kidstop for the day, so please keep in mind that messages left for a child may not be delivered to them.

### Medication

Kidstop only administers prescription medication with written approval by the doctor. All medication brought to Kidstop must be in its original prescription bottle. The first dose of any newly prescribed medication must be given at home.

## Communication

Daily communication is important to the success of our program and the success of your child at Kidstop. Please feel free to talk to any Kidstop staff if you have any questions, suggestions, or concerns. We like to work as a team.

If you have any information that will help us while interacting with your child, let us know.

## Family and Parent Area

Remember to check your Family Folder daily. These folders are a way that we use to help communicate with you.

## Drop Off/ Pick Up

It is school policy that children are permitted to go into the school building to lockers and classrooms during regular school hours only. When dropping off and picking up your child before and after school, please enter the building from the west entrance and go directly to the Kidstop room, and then leave from the west entrance as well. Please help your child remember to bring all their books and homework they will need to bring home with them to the Kidstop room after school. Once your child has been dismissed by their classroom teacher, they will not be permitted to return to their classroom/locker to pick up their forgotten items.

## Toy Day

The first Thursday of every month will be "Toy Day." On this day children may bring a non violent toy to play with. Kidstop is not responsible if something happens to it.

The first Toy Day will be on the **Thursday, October 1.**

If we ever have a conflict and need to change the day of Toy Day, we will let you know in advance.

## Before and After School

The before and after school staff are planning many exciting activities for the children.

The theme for this month is Blast Off!

## Kindergarten Korner

The Kindergarten themes for September are as follows:

September 7-11: Masked Bandits

September 14-18: What's in a Name?

September 21-25: Shoe Bee Doo!

September 28-October 2: Apple Festival

## Non-School Days

**Friday, October 9, Kindergarten-6th  
Grade Non-School Day**

**Coupon and payment due on or before  
Thursday, September 24th**

**Theme: Nocturnal by Nature**

**Thursday, October 15, Kindergarten-6th  
Grade Non-School Day**

**Coupon and payment due on or before  
Thursday, October 1.**

Theme: Trail Blazers

Field Trip: Eastman Nature Center

Further information to follow,

# Community Education Program Manager Connie Thomas



**New**

**New school**

**New teacher**

**New friends**

**New books**

**I feel new too.**

**Do you?**

**Have a wonderful year and  
keep a smile on your face.**



# EC Kidstop Staff



**Ms. Kim Whiting**  
6:30-9:15 & 2:45-6:00



**Mrs. Karen Leonard**  
6:30-9:00



**Mrs. Mary Brooks**  
7:00-1:00



**Mrs. Michelle Rynanen**  
6:45-9:00 & 3:00-6:00



**Ms. Kristin Matuska**  
7:15-8:45



**Mrs. Geri Lahti**  
8:30-5:00



**Mrs. Margie Laabs**  
12:00-6:00



**Ms. Samantha Wagner**  
3:15-5:30