



Preschool Handbook

AN EDUCATIONAL PROGRAM FOR PRESCHOOL-AGE CHILDREN
OFFERED BY

LOUP COUNTY PUBLIC SCHOOL
608 WILLIAMS STREET, TAYLOR, NE 68879
(308) 942-6112

ASHLEY KLANECKY- ECE DIRECTOR/PRESCHOOL
TEACHER/INSTRUCTIONAL FACILITATOR

MR. SHEETS- PRESCHOOL-12TH GRADE PRINCIPAL

MR. ROD RICHARDSON- SUPERINTENDENT

Respect-Responsibility-Results

Welcome to Loup County Preschool. We are excited to have you and your child participate in our program! This handbook is designed to answer some of your questions and give you an overview of the policies and procedures of our program. Feel free to contact Ashley Klanecky any time with questions or concerns you may have. We look forward to watching your child soar this year!

The primary goal of Preschool is to provide students with an outstanding foundation for their upcoming academic program in an atmosphere of warmth and understanding. The program provides outstanding learning opportunities where children experience the success that nurtures self-motivation and responsibility. We strive to promote excellence in teaching and learning and to develop each child's sense of accomplishment and self-worth. Small classes, an intimate environment and a genuine concern for others combine to create an enthusiasm for learning that carries forward into the future.



STUDENT DEVELOPMENT & EVALUATION

Beginning in 2012, Nebraska began using Teaching Strategies GOLD to document the development of Preschool children. GOLD evaluation results will be shared with parents/guardians during home visits. Final individual student GOLD data will be mailed to parents as soon as they become available at the conclusion of the school year. GOLD information is also shared with the Loup County School Improvement Team, they analyze the GOLD assessment information as a piece of our School Improvement plan.

Loup County Preschool Policy

- All children in the school district and siblings of options students are eligible to attend the Preschool program. We require you to fill out an information sheet, which includes permission for use of photos as well as provides your child's birth certificate and immunization record.
- All children who are 3 years old on or before July 31 will be accepted into the 3-5-year-old program. We currently host all ages in the morning.
- Transportation will be provided for all students in the mornings. Must have plans for pick up at noon.
- All children attending Preschool must use the restroom on their own.

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LOUP COUNTY PUBLIC SCHOOL

2024-2025 Board of Education

Sarah Sortum – President
Pat Morgan– Vice President
Luke Glidden – Member

Kent Lewis - Treasurer
Greg Brown - Member
Loren Sandoz - Member

2024-2025 Employee Directory

CERTIFIED STAFF:

Administration:

Rod Richardson
Ken Sheets

Superintendent
Elementary & High School Principal

Faculty:

Miranda Dunkel
Brianna Dunbar
Tanner Dunbar
Nicole Simpson
Michelle Valdez
Joy Schott
Lena Peterson
Ashley Klanecky
Hannah Meeks
Onofrea Vicencchio
Cole Christoferson
Jackie Lewis
Patty Schmuecker
Doug Wadas
Stacy Ottun
Alexis Wurst
Mary Yarrington
Kenneth Wright
Zane Young
Linda Finney

Guidance
Art
Agriculture Education
5th and 6th Grade
Kindergarten
1st & 2nd Grade
Speech Therapy
Preschool & Instructional Facilitator
Media Director
English, Speech
Business Education, IT
Science
Title I
Math
HS & Elementary Music
3rd and 4th Grade
Special Education
Social Studies
Physical Education
School Nurse

NON-CERTIFIED STAFF:

Aides: Michaela Keith (Preschool), Amber Vincent, Sandy Schroder, Jet Manlke,
& Tina Simpson

Bus Drivers: Tami Gerken & Jodi Worm & Jackie Lewis (other staff fill-ins)

Clerical: Tammi Glidden & Kris Ellsworth

Cooks: Linda Lewis & Patti Olney

Custodians: Rick Koch

Daily Routine

Arrival & Wash Hands

Fine Motor work

Opening & Calendar

Math Circle

Snack

Literacy Circle

Reading Rotations

Centers

Science/Social Studies/Social Emotional Learning

Gross Motor Play

Lunch

Dismissal



**We provide milk during our snack time. We would appreciate any donations of snack items.

**Please send your child to Preschool every day with a backpack to transport books, notes, art projects, and snacks.

Parent involvement

You are your child's primary educator; please, consider being an active participant in your child's education. Your participation is greatly valued in the program!



Parent input is valuable in making improvements in our program. Parent meetings will be held throughout the year. More information will be provided during the year.

Here are some ideas for volunteering:

- ★ Being a Guest Reader in the classroom
- ★ Eating Lunch with your child
- ★ Share your talents on a specific topic/theme (contact teacher to make arrangements)
- ★ Class parties
- ★ Contributing toys, materials, and/or clothing (ie. hats, mittens, boots, coats to be kept in the classroom to use on those days someone has forgotten something; clothing for needed changes during the school day)

We encourage open communication between parents and staff through

- ❖ Daily communication
- ❖ Monthly Newsletters
- ❖ Home Visits
- ❖ GOLD family reports



Parent Procedure for Handling Concerns

Parent→	Preschool Teacher→	Principal→	Superintendent
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Let's Go To School

Arrival at School:

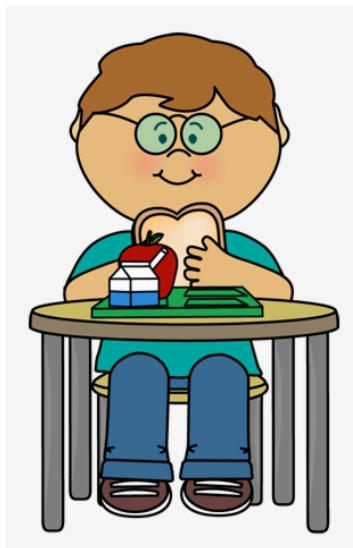
You and your child are welcome to arrive 20 minutes before the start of class 8:00 AM, no earlier, please. If you are bringing your child into school you must park in a designated spot by the playground, and enter through front doors. In planning your morning routine, please be considerate of the teacher's schedule and of your child's need to have sufficient time to transition easily and successfully into the classroom.

Separation at Morning Drop-Off: Children sometimes have difficulty separating from their parents. When you leave your child in our care, please reassure them you will return, and then leave. Staying too long will make the separation more difficult. If you are concerned, you may wait out of sight of your child, and we will gladly report back to you. We are also able to call you once your child is happily settled if he/she was indecisive or worried when you left. Children generally become eagerly engaged in a classroom activity shortly after a parent leaves, but it is our pleasure to reassure you with a phone call.



Departure from School:

Doors will open at 11:55 for you to then proceed to meet your child at the classroom to pick them up. If you are late or nobody is there to pick up your child, we will attempt to reach your emergency contacts.



School Breakfast & Lunch

---School Breakfast starts at 7:40 Preschoolers will eat in the classroom

---School Lunch is provided at 11:20 for all Preschoolers. Students can bring a cold lunch from home.

*****If there is a known allergy, please inform your child's teacher.

CLOTHING

Please send your child to school in comfortable, washable clothes and shoes that are appropriate for the changing weather. Children go outside to play daily so please dress warmly on chilly days. If you would like your child to wear sunscreen or bug spray, please apply it at home before your child attends school.

We encourage independence with eating and “messy” activities (i.e. painting), so make sure that clothes are washer-friendly for when spills occur.



IMPORTANT

Please remember to label your child's clothing- jackets, gloves/mittens, shoes, etc. Anything your child may bring to school.



PERSONAL POSSESSIONS

Please do not allow your child to bring personal items (i.e. toys, candy) to school unless requested by the staff or for show and tell. Mrs. K will send home a note for when Show and tell is to start and expectations.

NO PLAY GUNS or WEAPONS are allowed at
Preschool.

CONFIDENTIALITY POLICY

All Staff are required to follow confidentiality guidelines concerning all children. That means that your child's classroom teacher can only answer questions pertaining to your child.

IMMUNIZATIONS

Your child's immunization record must be on file before s/he can attend class.

ILLNESS

Children learn best when they feel well and can fully participate in school activities. A child should not attend class if any of the following conditions exist (they may indicate a contagious condition or infectious disease):

- Fever (100 degrees or above), Vomiting or Diarrhea
- Rashes, Impetigo, Ringworm, etc.
- Red, matted eyes
- Itchy Scalp (nits/head lice)
- Sore throat, chills, unexplained tiredness

If your child becomes ill at school, parents and/or emergency contacts will be notified and asked to pick the child up as soon as possible. The teacher will note that the 24 hour rule (see box) is in effect. ****Please call office to if your child is staying home sick.***

24 HOUR RULE



Children need to be symptom free for 24 hours, without the use of fever reducing medication, before returning to school.

Children receiving antibiotics, and antifungal, or other medication for infection need to be on the medication for 24 hours before returning to school.

Children who exhibit signs/symptoms of contagious conditions should have a doctor's note before returning.

The 24 hour rule applies to:

- Children who are ill and stay home
- Children who are sent home ill.

****Parents will be notified when there is a confirmed contagious condition that is to be reported to the State Health Department. Information regarding contagious conditions or other health information may be sent home.

Medication should be given by the parent at home whenever possible.



If medication must be given at school, please follow these steps:

- Give written permission that include the name of the child, the name of the medication, the dose, how it is to be given and when it is to be given along with the parent/guardian signature and date.
- Give medication directly to the Preschool teacher or Office Clerical.
- The medication must be in the original bottle with pharmacy directions clearly labeled, including the child's name, Doctor's name and current date.

INJURY

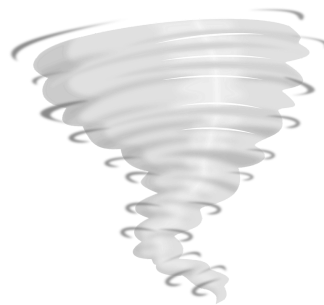


Should your child or a member of your family become ill or receive an injury at school, staff may initiate first aid treatment. Family will be notified.

When an injury or illness appears to require immediate medical attention, staff will call 911 for emergency first aid and possible transport to Valley County Health System, Ord. Family will be notified.

EMERGENCY DRILLS

Regular emergency fire and tornado drills are conducted throughout the year. All students, staff and visitors are expected to take part in the drills.





BIRTHDAYS

We encourage parents to use snack time at school as your child's official birthday party. You are welcome to join the class for snack, take pictures and bring party plates and napkins. It's the best way to "invite" the whole class for a party that is appropriately short and fun. Teachers welcome mini-cupcakes, healthy snacks and other simple refreshments sent from home. Parents must make arrangements in advance with classroom teachers for all treats at school.

School Closings

There will be times when the school district will have school, but we will not have Preschool. The information may broadcast by radio, television stations, placed on the school website and sent out on our ADT security notification system. If you do not receive an ADT alert via phone or email please let the office know.

If Loup County has a late start-

No Preschool will be held that day but will be made up the following Friday (if possible).

If Loup County is closed-

No Preschool will be held.

If there is a scheduled dayoff M-TH on the calendar. Preschool they will not make up that day on Friday due to already being.



Please call!!!

The school needs to know if....

- Your child will not be attending school
- Your telephone or address changes
- You're not able to keep a home visit or other scheduled meeting
 - You change jobs or emergency contacts
- You have a family crisis that will affect your child

THE CURRICULUM

Ready to Advance is a 2022 program that blends social-emotional development with academic learning through ten thematic units. It includes informational and literary books, student consumable books, and authentic trade books. The program includes SEL-focused music and videos, emergent writing resources, and a progressive order to development. Classroom management routines, business centers, and spiraling reviews promote a positive learning environment. The program encourages purposeful play, collaboration, and decision-making, and uses multisensory tools to engage students. Multisensory tools connect math and science instruction while providing opportunities for fine motor skills and coordination. Print and digital take-home resources foster strong school-home connections, extending learning beyond the classroom.

CURRICULAR GOALS

Our first goal is to stimulate joyful intellectual curiosity and an appreciation for learning in community. With mindful attention to developing each child's ability to respond with empathy, compassion and kindness to others, the teachers devote time and attention to gently nurturing a greater awareness of the present moment. This supports each child's developing ability to interact appropriately with peers and adults in a group setting, gradually increasing the ability to react with increased self-control and compassion. The more academic aspects of the curriculum stem from this foundation of nurturing calm and consideration for the needs of others.

In the **Language Arts** program, concepts are revisited and expanded as the children progress through the curriculum. They are challenged at their appropriate level through activities that emphasize learning through meaningful experiences. Through vocabulary development, phonemic awareness, phonics, fluency, comprehension, and abstract and critical thinking.

Math activities make use of concrete, manipulative materials and are supplemented by informal activities throughout the school day. The OWL program and teacher supplemental materials and activities expose the children to an understanding of concepts and the way

numbers work. In addition to reinforcing basic skills such as counting and one-to-one correspondence, this conceptual framework is an exceptional foundation for mathematical appreciation and understanding.

The Reporting Law

Neb. Rev. Stat. 28-711 (1985) Child subjected to abuse or neglect; report; contents; toll-free number.

(1) When any physician, any medical institution, any nurse, any school employee, any social worker, the Inspector General appointed under section [43-4317](#), or any other person has reasonable cause to believe that a child has been subjected to child abuse or neglect or observes such child being subjected to conditions or circumstances which reasonably would result in child abuse or neglect, he or she shall report such incident or cause a report of child abuse or neglect to be made to the proper law enforcement agency or to the department on the toll-free number established by subsection (2) of this section. Such report may be made orally by telephone with the caller giving his or her name and address, shall be followed by a written report, and to the extent available shall contain the address and age of the abused or neglected child, the address of the person or persons having custody of the abused or neglected child, the nature and extent of the child abuse or neglect or the conditions and circumstances which would reasonably result in such child abuse or neglect, any evidence of previous child abuse or neglect including the nature and extent, and any other information which in the opinion of the person may be helpful in establishing the cause of such child abuse or neglect and the identity of the perpetrator or perpetrators. Law enforcement agencies receiving any reports of child abuse or neglect under this subsection shall notify the department pursuant to section [28-718](#) on the next working day by telephone or mail.

(2) The department shall establish a statewide toll-free number to be used by any person any hour of the day or night, any day of the week, to make reports of child abuse or neglect. Reports of child abuse or neglect not previously made to or by a law enforcement agency shall be made immediately to such agency by the department.

Neb. Rev. Stat. 28-717 Violation; penalty.

Any person who willfully fails to make any report of child abuse or neglect required by section [28-711](#) shall be guilty of a Class III misdemeanor.

28-710 terms, defined.

(1) Sections [28-710](#) to [28-727](#) shall be known and may be cited as the Child Protection and Family Safety Act.

(2) For purposes of the Child Protection and Family Safety Act:

(a) Alternative response means a comprehensive assessment of

(i) child safety, (ii) the risk of future child abuse or neglect, (iii) family strengths and needs, and (iv) the provision of or referral for necessary services and support. Alternative response is an alternative to traditional response and does not include an investigation or a formal determination as to whether child abuse or neglect has occurred, and

the subject of the report shall not be entered into the central registry of child protection cases maintained pursuant to section [28-718](#);

(b) Child abuse or neglect means knowingly, intentionally, or negligently causing or permitting a minor child to be:

(i) Placed in a situation that endangers his or her life or physical or mental health;

(ii) Cruelly confined or cruelly punished;

(iii) Deprived of necessary food, clothing, shelter, or care;

(iv) Left unattended in a motor vehicle if such minor child is six years of age or younger;

(v) Sexually abused; or

(vi) Sexually exploited by allowing, encouraging, or forcing such person to solicit for or engage in prostitution, debauchery, public indecency, or obscene or pornographic photography, films, or depictions;

(c) Comprehensive assessment means an analysis of child safety, risk of future child abuse or neglect, and family strengths and needs on a report of child abuse or neglect. Comprehensive assessment does not include a determination as to whether the child abuse or neglect occurred but does determine the need for services and support to address the safety of children and the risk of future abuse or neglect;

(d) Department means the Department of Health and Human Services;

(e) Investigation means fact gathering related to the current safety of a child and the risk of future child abuse or neglect that determines whether child abuse or neglect has occurred and whether child protective services are needed;

(f) Law enforcement agency means the police department or town marshal in incorporated municipalities, the office of the sheriff in unincorporated areas, and the Nebraska State Patrol;

(g) Out-of-home child abuse or neglect means child abuse or neglect occurring in day care homes, foster homes, day care centers, residential child-caring agencies as defined in section [71-1926](#), and other child care facilities or institutions;

(h) Review, Evaluate, and Decide Team means an internal team of staff within the department and shall include no fewer than two supervisors or administrators and two staff members knowledgeable on the policies and practices of the department, including, but not limited to, the structured review process. County attorneys, child advocacy centers, or law enforcement agency personnel may attend team reviews upon request of a party;

(i) Traditional response means an investigation by a law enforcement agency or the department pursuant to section [28-713](#) which requires a formal determination of whether child abuse or neglect has occurred; and

(j) Subject of the report of child abuse or neglect means the person or persons identified in the report as responsible for the child abuse or neglect.