

AK Parent Information 2015-2016



Dear Families,

Welcome!

We are really excited about being your child's Alternative Kindergarten teachers this year! We look forward to getting to know you and your child. Here is some information about us to help you get to know us better...

Rachel Bergert- Hi! I live in the Shellsburg area with my husband Payt and my three children Jonah, Isaiah and Alaina. I have taught for 14 years. Five of those years were spent teaching in special education and the remaining 9 years in regular education. This will be my first year at Coolidge and I am very excited to be part of this excellent school. I look forward to starting the school year so we can start having fun as we learn.

Lori Law – Hi! I live in Marion with my husband Tom, my daughter Amy, who graduated from Mount Mercy University and my daughter Kayley, who graduated from Wartburg College. My son, Colby has been married for 5 years and lives in Ames with his wife, Megan. I have taught for 35 years in the district and look forward to seeing your child learn and grow this year!

Jenn Dockendorf – Hi! I live in the Coolidge area with my husband Brad and two children, Brennen and Kaylin. I received my BA in Elementary/Middle Level Education with a minor in Special Education from UNI. I also received my MAE in Special Education with an endorsement in Early Childhood Special Education at UNI...Go Panthers! This will be my seventh year at Coolidge and my eighth year teaching. I am looking forward to co-teaching in the AK room and working with your child!

Our AK Team at Coolidge

Due to inclusion of Early Childhood Special Ed in our AK program, your child is lucky to have two certified teachers working with them every day. Mrs. Rachel Bergert co-teaches with Mrs. Jenn Dockendorf in the morning AK class and Mrs. Lori Law co-teaches with Mrs. Jenn in the afternoon class. Ms. Laurie Selberg is our full time associate in both classes. We also have Mrs. Tracey Malcolm as our AM AK associate for 1 hour and Mrs. Cindy Brown as our PM AK associate for 1 hour. We will all work closely together to provide your child with the best possible learning experience this year. If you have any questions about inclusion, please don't hesitate to ask.☺

Newsletters & School Communication

We will be sending home the Coolidge Courier newsletter each month with the youngest member of your family that attends Coolidge. Our AK newsletter is sent home via email at the end of each week with exciting information about what is going on in the classroom (please let us know if you are unable to receive the newsletter by email). In place of hand-outs being sent home, email reminders with links to the Coolidge website will keep you informed of important Coolidge events and other opportunities. To request this "Virtual Backpack" you may indicate, "YES" on the PTA Information Central note or email your request to coolidgenews@gmail.com. Your child's take home folder will come home each day in your child's backpack and this is where you should watch for your child's artwork and notes from our classroom. If you have personal notes for us, book orders or such, please place these items in your child's take home folder to return to school. Thank you!

Snacks

A snack and sharing calendar will be sent home monthly. The number of snacks and napkins needed for each class will be indicated on the calendar. Any left-over snacks will be kept at school for times when we need extra. We may have some students with specific dietary needs or allergies that we will need you to keep in mind when choosing snacks, please let us know as soon as possible if this applies to your child. The Cedar Rapids Community School District has committed to the Blue Zone initiative to encourage healthy foods and healthy lifestyles. **Please send healthy snacks on all snack days, including birthdays. Sweet treats will not be allowed.** Your child will be the snack person and the leader on the day we celebrate their birthday. The snack tub will go home with your child the day before they are to bring snacks. If you would like to send a cold item, we do have a small refrigerator in our room and you're welcome to include an ice pack in the snack tub. It will be returned to you after your child's snack day.

Sharing (Show and Tell)

Your child may bring one item to share (show and tell) on the day they bring the snack tub to school or we will have a homework assignment, such as filling the estimation jar, or bringing back a project to share. Please watch the newsletter for updates on what to bring for sharing. Regular sharing could be a photograph, a special rock, a favorite book, toy, etc... It is helpful to have your child practice at home before their snack day, telling at least 3 things about the object they have chosen. Please do not allow toys to come to school in your child's school bag on other days. Thank you!



AM Arrival & Dismissal

Arrival - Mrs. Bergert, Mrs. Jenn, & Ms. Laurie will meet the children each day between **8:35-8:40am** outside of the library door near the flagpole. The bus riders will arrive at that time and we will meet the buses there. If you are dropping off your child, plan to arrive between 8:35-8:40am. At 8:40am we will take the students up to the classroom. If your child does not arrive by 8:40am, you will need to sign them in at the office, get a pink slip to give to us, and walk them up to the classroom.

Dismissal - The AK children will leave our classroom at **11:40am** for dismissal and bus riders will board the bus with their driver at that time. One of the AK teachers will wait with the children who are car riders outside the library door near the flagpole for you to pick up your child. You may park in the lot and walk to meet us. We are asking that the children remain in the line with us and not run to the person who is picking them up. A teacher will say good-bye to each child and make sure they are leaving with an authorized adult. Please talk with your child about this, so that they are understand the importance of staying with the group until one of their teachers makes contact with the person who is picking them up. Thank you!

PM Arrival & Dismissal

Arrival - Mrs. Law, Mrs. Jenn, and/or Ms. Laurie will meet the children each day between **12:30-12:40pm** outside of the library door near the flagpole. The bus riders will arrive at that time and we will meet the buses there. If you are dropping off your child, plan to arrive between 12:30-12:40pm. At 12:40pm we will take the students up to the classroom. If your child does not arrive by 12:40pm you will need to sign them in at the office, get a pink slip to give to us, and walk them up to the room.

Dismissal - The AK children will leave our classroom at **3:40pm** for dismissal and bus riders will board the bus with their driver at that time. One of the AK teachers will wait with the children who are car riders outside the library door near the flagpole, for you to pick up your child. You may park in the lot and walk to meet us. We are asking that the children remain in the line with us and not run to the person who is picking them up. A teacher will say good-bye to each child and make sure they are leaving with an authorized adult. Please talk with your child about this, so that they are understand the importance of staying with the group until one of their teachers makes contact with the person who is picking them up. Thank you!

Changes in Usual Procedures and Late Arrivals/Early Pick-ups

If your child is not riding the bus, please **contact transportation at 558-2318, and send a note, call, or e-mail us with that information, also.** If we have not been notified by a parent, we will need to put the child on the bus as usual. If anyone different than the person(s) you have designated in PowerSchool to pick your child is coming to get them, you must let us know in advance. If you need to bring your child late or pick up your child early, please stop in the office to sign them in or out before coming to the classroom. Thank you!

E-Registration and Absences

Please login to power school and complete the e-registration, if you have not already done this. You can also pay for school fees online. Every student must have this part of the registration completed every year. Please call the main office if you have any questions. **If your child is going to be absent or tardy, please call the attendance line at 558-2248.**

Volunteers

If you are interested in volunteering at Coolidge this year, please complete the PTA Information Central note and return it to school if you have not done so already. Indicate if you want to have Coolidge volunteer opportunities emailed to you throughout the year. A sign-up for AK classroom volunteers will be available at Parent Night, on Thursday, Sept. 10. The possible opportunities for AK volunteers include; helping out or donating items for our classroom parties or, helping out with field trips, preparing materials at home (for ex. cutting and coloring), making play dough for our room, etc.

Upcoming Dates to Remember

No School – Every Wednesday all year

No School – Friday September 4th – Staff Learning Day & Monday, Sept. 7th - Labor Day Holiday

AK Parent Meeting is scheduled for **Thursday, September 10th from 5-5:30pm in the IMC.** Please make arrangements for childcare for your children.

This is a new and exciting experience for your child. We realize there may be some anxious moments for you and your child. We will do our best to answer any questions and to ease any fears. You may find that extra hugs, plenty of sleep, and a little extra time with grown-ups will be comforting for your child during this transition.

If you have any questions or concerns about the AK program at Coolidge, please don't hesitate to ask. If we don't know the answer to a question right away, we will find out as soon as possible and get back to you. Throughout the year, if you do have questions or would like to visit more about your child, please feel free to contact us at Coolidge by phone. Best times for AM families to call are between 8:10-8:30am or between 11:50-12:20pm. Best times for PM families to call are from noon-12:20pm or 3:50-4:00pm. You may also e-mail at any time, we check messages at least 2-3 times a day. We look forward to a great year with your child!

Sincerely, *Mrs. Rachel Bergert, Mrs. Jenn Dockendorf, & Mrs. Lori Lau*

Mrs. Bergert 558-3411
E-mail: rbergert@cr.k12.ia.us

Mrs. Jenn 558-1578
E-mail: jdockendorf@cr.k12.ia.us

Mrs. Law 558-1283
Email: llaw@cr.k12.ia.us

Coolidge Office 558-2167, Secretary
Mrs. Meaney: lmeaney@cr.k12.ia.us

