

# *Integrated Preschool Program*



Mr. Jon Natko  
Principal

Mrs. Sue Stockard  
Secretary

Mrs. Val Chaney  
Office Aide

Mr. Robert Hunt, Superintendent

Board of Education  
(330) 626-4900  
Andrew Lesak, *President*  
Brian Violi, *Vice President*  
Denise Baba  
Kevin Grimm  
Cynthia Pennock-Hanish

Safe Schools Hotline 1-800-418-6423

*Adopted by Board of Education*

***Streetsboro City School's Integrated Preschool Program  
Staff Roster***

*Mrs. Jennifer Murphy, Preschool Teacher*  
*Mrs. Shawna Rinn, Preschool Teacher*  
*Mr. Jon Natko, Director*  
*Mrs. Suzy Cline, Speech and Language Therapist*  
*Mrs. Karen Williams, School Psychologist/Counselor*  
*Mrs. Sue Stockard, Secretary*  
*Mrs. Val Chaney, Office Aide*  
*Mrs. Patty Phillips, School Nurse*

***Important School Numbers***

<i>Wait Primary School</i>	<i>(330)422-2400</i>
<i>Wait's Fax Number</i>	<i>(330)650-5795</i>
<i>Bus Garage</i>	<i>(330)626-4909</i>
<i>Board of Education</i>	<i>(330)626-4900</i>

***The mission of the Streetsboro City Schools is to  
educate, to the best of its abilities, all students to be  
successful life-long learners.***

*Dear Preschool Parent,*

*It is with great anticipation that we welcome you to the Streetsboro City School's Integrated Preschool Program. We look forward to working with both you and your child in the upcoming months. It is our goal to capture your child's interest, harness his/her enthusiasm, teach him/her needed social and language skills, and assure you of your child's safety and well-being while learning here at Wait.*

*Beginning preschool is a big step in the development of your child, so we urge you to read this booklet carefully, as it will answer many of your questions and relieve many of your worries. We are sure that you will see how excited your child will be, as he/she experiences new and different things each and every day.*

*If you have any questions or concerns, which are not answered within this booklet, please feel free to call or contact me or the preschool staff. We will be more than happy to speak with you and to help you with your concern. Together, we can make this a wonderful experience for your preschooler.*

*Welcome aboard!*

*Respectfully,*

*Jon Natko and the Preschool Staff*

## ***Preschool Program Philosophy***

*The philosophy of the Streetsboro Integrated Preschool Program is to provide learning opportunities for children ages 3-5 in an interactive, child-centered classroom setting. These opportunities will be a balance of quiet and active play, learning centers, and free choice activities.*

*Our integrated preschool program is designed to focus on the child's need to explore, create, develop independence, and socialize with other children.*

*Our integrated preschool will encourage parent involvement in order to create a rewarding and positive experience for the children and their families.*

## ***Program Overview***

### ***Streetsboro City Schools Integrated Preschool Program (SIP):***

*The SIP Program is available to children ages 3-5 who are currently delayed in one or more areas of development. There are also a limited number of spaces available for student role models. The activities presented in the SIP program are developmentally-appropriate learning experiences intended to facilitate the goals of the preschool for each individual child. The preschool environment is designed to enhance the development of self-confidence, self-expression, curiosity, enthusiasm, and the ability to interact effectively with other children and with adults. The environment is designed to further the development of problem-solving skills, the achievement of independence, and the development of cooperative abilities.*

### ***Student Role Models:***

*Research and best practice has shown that all students learn best academically, socially, and emotionally when participating in an environment that includes both disabled and non-disabled students. Because of that fact, our SIP Program also includes typically developing students.*

*Student role models follow the same rules and guidelines as those students who have disabilities. These students must be Streetsboro residents, unless their parent works for the school district.*

*Because we are limited to the number of student role models we can place into each unit, these students are accepted through scheduled screening sessions which includes a play-based assessment and a norm-referenced screening tool.*

*Once all role model positions are filled, we will develop a waiting, so we can continually add to our program if we have an opening available. Transportation is not provided for typical peers. Tuition fee of \$100 per month is due by the first of every month. Role models receive a progress report every nine weeks.*

*Typical students as role models should demonstrate:*

- **Strong** communication skills (speech and language)
- **Strong** social skills (interact well with other children)
- **Age appropriate behavior**
- **Easily separate** from parent(s)
- **be 3-5 years of age (most students in the program are 4-5 year olds)**
- **must** be potty trained

***Itinerant Services:***

*Our SIP Program offers itinerant program which is tailored to meet the individual needs of its preschoolers with developmental delays and their families. These individualized services can be provided to preschoolers in their homes or at a community based preschool program. Involvement in this service will encourage the cognitive, emotional, language, and social development of the child while offering the parent education and support.*

***Transition Services:***

*Our SIP Program works with Help Me Grow throughout the transition process from early intervention services to our preschool program. Our program is also designed to meet the educational needs of those students who will be leaving the preschool program at the end of the current school year. Classroom experiences are provided, which will enhance the independence and school readiness skills.*

## ***Related Services Available in our Preschool Program***

***Speech and Language Therapy:***

*Speech and language therapy services are available to those qualified children enrolled in the SIP program. The children are seen on a weekly basis for individual and/or group therapy. Language and speech skills are enhanced through play-based activities.*

***Occupational Therapy:***

*Occupational therapy will be provided to children who have been referred and evaluated by a therapist and qualify for therapy. Therapy will be provided if it will improve, develop, or restore functions impaired or lost through illness, injury, or deprivation. Therapy is designed to improve ability to perform tasks for independent functioning or to prevent further impairment or loss of functioning.*

***Physical Therapy:***

*Physical therapy will be provided to children who have been referred for evaluation by a licensed physician. Children who qualify for physical therapy will be following a therapy plan. The therapy may aid the child in performing ambulation, physical exercise, communication skills, wheelchair activities, and proper positioning. Also, a therapeutic exercise program may be designed to improve strength and range of motion.*

***Adapted Physical Education:***

*Services by a certified adapted physical education instructor are available on an as needed basis for children who qualify. Adapted Physical Education Programs are those that*

*have the same objectives as the regular physical education program, but in which adjustments are made in the regular offerings to meet the needs and abilities of exceptional students.*

***Sensory Integration Therapy:***

*Services are provided by the classroom teacher and/or aides to assist those students who need help processing and understanding visual, auditory, tactile, or kinesthetic stimulation.*

***Goals for Our Program***

- *To view each child individually and uniquely in order to promote optimum growth and development.*
- *To provide appropriate peer models that encourage social interaction, communication skills and self-help skills.*
- *To provide developmentally and age-appropriate learning experiences.*
- *To provide a variety of approaches and specialized instruction in order to meet the needs of all children.*
- *To provide a language-rich educational setting that encourages intellectual, social, emotional, and physical development.*
- *To include parents within the decision-making process.*
- *To encourage development of a positive self-image.*
- *To help children recognize their individuality and special worth and to develop respect for and understanding of individuals who are different from themselves.*
- *To provide a safe, healthy learning environment where all children can learn and grow.*

***Parent Involvement Program***

*Family participation in our program is highly encouraged. We have an “open-door” policy which permits you to observe the classroom at any time. When you come to observe please sign in at the front office and wear a visitor’s badge so that you are recognized as a visitor.*

*We strive to facilitate family involvement by providing opportunities to visit your child’s classroom each month. The monthly events will allow you to observe what your child has been doing at school, meet other children and families and the opportunity to become acquainted with the classroom staff.*

*There are several factors of family involvement that benefit your child and family:*

- *More positive attitudes and behavior.*
- *Higher expectations of students by teachers.*
- *More positive attitudes toward the school.*
- *More confidence about helping their children learn at home.*
- *More support from families.*

*The following opportunities are available for our students’ parents:*

1. *Field trips—All field trips will be curriculum based. One parent is welcomed and encouraged to ride the bus to and from the field trip site.*
2. *Open House—There will be an opportunity for you to meet your child’s teacher before the start of school.*

3. *Parent/Teacher conferences—We hold two conference periods for our teachers to meet with the parents (one in the fall and the other in the spring). If you need to have a conference at another time, please just arrange that with your child's teacher.*
4. *IEP meetings—Children involved in the SIP Program must have an individualized education plan on file in the office. This plan sets forth realistic goals for your child to work on. This cannot be written without parent input, and therefore, you will be required to attend several meetings regarding this plan.*

### ***Registration Requirements***

*The following documents are required by Streetsboro City School District and the Ohio Department of Education in order for your child to fully register a child for attendance. The Ohio Department of Education provides a 30 day period in which the documents must be provided before an alternative placement is required. Typical peers must have ALL paperwork turned into the office before they can start attendance.*

- *A copy of the child's certified birth certificate*
- *A copy of the child's social security card*
- *Proof of residency*
- *The child's current medical statement (completed by a physician)*
- *Yearly Physical*
- *A copy of the child's immunization record*
  - 4 doses of DPT/DTAP/DT*
  - 3 doses of Polio*
  - 1 dose of MMR*
  - 4 doses of HIB*
  - 3 doses of Hepatitis B*
- *Custody papers, if applicable to the child*
- *Emergency Medical Paperwork- you must provide two emergency contacts other than yourself.*
- *Child Health Report*
- *Transportation Forms(For students with an Individual Education Plan)*
- *Dental Form*
- *Hematocrit Test*

- *Lead Test*
- *2 Emergency Contacts*

### ***Behavior Philosophy***

*Our integrated preschool program staff will support emotional development through meaningful hands-on, multi sensory learning opportunities. We will foster each child's social emotional development through providing encouragement to be a member of our classroom community. We will use common language to encourage appropriate social emotional behavior such as: be safe, be a team player and be respectful to others and our classroom materials.*

*The staff will provide structured, safe and predictable learning environments for the children to foster developmentally appropriate social emotional skills. The environment will accommodate the needs of the children and provide independence and foster social relations with their peers.*

*Forming relationships with families is the basis of fostering fundamental social emotional skills. We want to work with your family to encourage developmentally appropriate social emotional skills and to foster these early years of learning.*

*The following steps will be taken starting with using verbal and/or physical prompts to assist children to use appropriate behaviors:*

- 1. SET CLEAR LIMITS*
- 2. STATE CAUSE AND EFFECT WHEN APPROPRIATE*
- 3. MODIFY THE ENVIRONMENT AS NECESSARY TO ENCOURAGE POSITIVE BEHAVIOR*
- 4. REDIRECT THE CHILD TO ANOTHER ACTIVITY*
- 5. REMOVE THE CHILD FROM THE SITUATION TO GIVE HIM/HER TIME TO RETHINK HIS/HER DECISION*
- 6. PHYSICALLY DIRECT/GUIDE THE CHILD TO ASSIST HIM/HER WITH PARTICIPATION*
- 7. SPEAK DIRECTLY WITH THE PRINCIPAL, WHO WILL DECIDE THE DIRECTION OF DISCIPLINE AT THAT POINT*

*If you have any questions about these discipline practices, please consult your child's teacher.*

*Our preschool students (who ride the buses) are expected to follow the same rules on the bus as our primary students. These rules include:*

- *Sit on his/her bottom, turned toward the front of the bus*
- *Do not eat food or drink while on the bus*
- *Use quiet voices to talk with the friend in the seat next to you*
- *Use safe hands*
- *Take all possessions with you when you exit the bus*

## **Daily Preschool Information**

### **Curriculum and Assessments**

*The Assessment, Evaluation and Programming System for Infants and Children (AEPS) is a year long evaluation program that monitors your child's progress. The areas that are evaluated include Fine Motor, Gross Motor, Adaptive Skills, Cognitive Skills, Social-Communication and Social Skills. The AEPS is a criterion-referenced tool developed to be used by direct service personnel (classroom interventionists or home visitors) and specialists (communication specialists, occupational therapist, physical therapists, psychologists) to assess and evaluate the skills and abilities of infants and young children who are typically developing, who are at risk and who have disabilities. This comprehensive and linked system includes an assessment, a curriculum, and family participation components for the developmental range from birth to six years.*

### **Ohio Early Learning Content Standards**

*“Ohio's Early Learning Content Standards provide the guidance required to help all of our youngest children enter kindergarten ready for success. These standards describe the knowledge and skills that can serve as the foundation for meaningful early learning experiences. They are aligned with our kindergarten through grade 12 standards and thus provide a framework for preschool through primary grade connections, teaching strategies and transition practices. In December 2003, the State Board of Education adopted these standards, an important step in the creation of a seamless P-12 education system.*

*The Ohio Department of Education (ODE) and Ohio Department of Job and Family Services (ODJFS) are working in partnership to ensure that all of our youngest learners enter kindergarten ready for success. Ohio's Early Learning Content Standards serve as an important framework for creating learning experiences and designing teaching strategies to meet the needs of all children.”*

*Susan Tave Zelman  
Superintendent of Public Instruction*

*Copies of the Early Learning Content Standards (ELCS), developed by the Ohio Department of Education in the areas of English Language Arts, Mathematics, Social Studies and Science are available from your child's classroom teacher upon request. Copies of the ELCS are located in your child's classroom.*

## ***A Sample of a Typical Day in our Preschool Program***

Arrival: Greet and welcome children. Children independently remove outerwear, ready supplies and move to appropriate area. The class takes a restroom break.

Art project: Students will participate in an art activity while manipulating various art mediums.

Circle time: Discuss the day's activities; calendar, listen and discuss a story; engage in a group language, math and/or science activity.

Gross Motor Play: Students will participate in gross motor activities in the gymnasium/classroom or playground

Restroom Break/Snack: Encourage independence in self-care, choices with responsibility and assist with clean up. When students are done they can go to the reading area until all the students are done.

Learning Centers/Free Choice: Offer children opportunities to engage in self-selected activities arranged in the classroom (for example: expressive art, language, dramatic play, sand and water table, music, science)

Teacher Time/Small Group Work: Teacher works with children on IEP goals/objectives and/or pre-academic skills.

Table Top Activities: Fine motor skills are exercised with a variety of materials and objects. Social and communication skills are embedded within these activities.

Music: We listen to a variety of musical styles, read and listen to music books and participate in gross motor movement to sound.

11:20-11:30 Dismissal

\*\*\*The same activities are completed during the afternoon preschool class, as well.\*\*\*

### ***Attendance Policies***

*Attendance is important for many aspects of a child's development. Attending every day that school is in session allows the child to build relationships with peers and staff. It also provides opportunities for the child to learn the school's routine and general layout of the building. Of course, regular attendance also promotes the greatest possibility of academic development.*

*If your child is ill and must miss a day of preschool, it is the parent's responsibility to call the school and bus garage, if applicable, prior to 8:00 each morning. Please call and leave your child's name, teacher's name, and reason for the absence. We also ask that you send a written excuse with your child when he/she returns to school. If a child is excessively absent, we may need to ask you for a doctor's excuse for all subsequent absences.*

*We ask that you get your child to school on time, as this is the best way to promote and model the importance of being on time.*

### ***Arrival and Dismissal Procedures***

*Students, enrolled in the morning preschool program, are to be at school by 9:00 a.m., whether they are bussed or dropped off by their parents. Drop off begins at 8:45. Students with disabilities will be transported to the school by one of our school buses. A bus schedule will be provided by the bus garage to the parent, prior to the start of school. Student role models will not be provided with transportation. Therefore, it will be the parents' responsibility to get their children to school. Please make sure you park your car, walk your child to the gymnasium doors, and leave him/her with the teachers. If a child arrives late to school, the parent must come into the office and check him/her in.*

*Morning students will be dismissed at 11:30 a.m. Again, students with disabilities will be taken home by the school bus, while the student role models will need a ride home. Parents that are picking their children up at 11:30 need to come into the lobby and wait for their child.*

*Afternoon preschool begins at 12:30 p.m. Parents of student role models need to have their children in the lobby by that time. Afternoon preschool is over at 3:00 p.m. Parents who are picking their children up from school need to report to the doors by the gymnasium. Please have identification ready when you pick your student up.*

### ***Health and Safety Issues***

***If a child is observed by any of the preschool staff with any of the above-mentioned symptoms, the parent will be notified and required to take the child home.***

1. *DO send your preschooler to school with:*
  - a. *a smile on his/her face*
  - b. *a hug from you*
  - c. *appropriate clothing for the weather and any forecast changes*
  - d. *enough sleep so that he/she is eager to participate in our program*
  - e. *a full tummy*
  - f. *free of fever and symptoms of contagious illnesses*
  
2. *DO NOT send your preschooler to school if you observe any of the following:*
  - a. *a fever in the last 24 hours*
  - b. *conjunctivitis (pink eye)*
  - c. *diarrhea*
  - d. *vomiting*
  - e. *evidence of lice or any other parasitic infection*
  - f. *unusual rashes or spots*
  - g. *sore throat, swollen glands, or difficulty with swallowing*
  - h. *severe coughing and/or runny nose*
  - i. *stiff neck*

- j. yellowish skin or eyes
- k. rapid breathing or having difficulty breathing

*\*If a child shows any of the above symptoms, parents or guardians will be notified and the child will be isolated under adult supervision and provided with a cot. A child who is mildly ill will be monitored during the school day and parents will be notified if conditions worsen.*

3. *Preschool personnel are all trained in first aid, communicable disease, and child abuse. In accordance with state law, all staff members are mandated to report any suspicions of child abuse or neglect.*
4. *Please call the office, if your child has developed a communicable disease (chicken pox, flu, strep throat). The parent should call the office each morning the student will be absent from school. Please be prepared to tell us his/her teacher's name and reason for absence. A written note is required to be sent when your child returns to school. Documentation will be sent home upon receiving notification of exposure to pink eye, ringworm, chicken pox or lice.*
5. *Any child needing medication, while at school, will be required to have a doctor's medication form completed and filed in the school's office. Our Health Aide or School Nurse will administer all medications to our students.*
6. *All doors are locked during the school day. All visitors are asked to enter the building through the front doors and to check in at the office. You will be asked to sign in and to designate your purpose, before you will be allowed to visit any class in the building.*

### ***Dress Code***

*Children should be sent in play clothes. We also prefer that they wear soft-soled shoes (tennis shoes). Please dress them in clothes appropriate for the weather. Sandals are highly discouraged, unless the student wears socks with them. We also ask that you send in a change of clothes in a bag, marked with your child's name.*

### ***Birthday Celebrations***

*Children may bring in a treat for his/her class to celebrate a birthday. Please check with the teacher to know how many students are in his/her class.*

### ***Snacks***

*The school provides snacks for your students. If your child has an allergy to any food, please let us know immediately. Our snack menu may change without notice. Substituted items will be from the same food group. Students are provided a choice of milk, juice or water. Portions are according to the USDA Guidelines which are posted in the classroom and available upon request. Food substitutions are provided to accommodate individual needs such as cultural, ethnic, food allergies and special diets.*

***Outdoor/Gross Motor Play***

*Teachers will escort their students outside for recess whenever the conditions permit. We will not go outside if the temperature is 20 degrees or below.*

***Snow Days***

*Please listen to the radio or watch television to find out if there will be a snow day. If Streetsboro City Schools or Wait Primary is closed, then the SIP Program will be cancelled, as well.*

***School Supplies***

*Your child's preschool teacher will provide a list of school supplies.*

## **Board Adopted Preschool Policies**

### ***Cumulative Records***

*The Preschool Teachers will review each student's cumulative records as part of meeting the needs of each child in the classroom.*

### ***Obtaining Copies of Licensing Inspection Report***

*Copies of the Preschool Licensing Inspection Report by the Ohio Department of Education are available upon request from your child's preschool teacher. These reports are posted in each preschool classroom next to the Preschool License to Operate. These inspections are conducted twice a year, once in the fall and again in the spring.*

### ***How to File a Complaint***

*Complaints may be filed by families by completing the Notice of Nondiscrimination and Grievance Procedures form. This form is located in the front office and may be obtained through your child's preschool teacher or program supervisor.*

### ***Student Records Accessibility***

*Many student records are kept by the teacher, counselors, and administrative staff. There are two basic kinds of records—directory information and confidential records.*

*Directory information can be given to any person or organization for non-profit making purposes when requested, unless the parents of the student restrict the information, in writing to the principal. The following information, quoted from District Policy 8330, defines directory information as: "a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially-recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, awards received, or any other information which would not generally be considered harmful or an invasion of privacy, if disclosed. Directory information shall not be provided to any organization for profit-making purposes. Parents and adult students may refuse to allow the district to disclose any or all of such directory information upon **written** notification to the district within ten (10) days after receipt of the district's public notice."*

*Confidential records contain educational, behavioral, and disciplinary information that has restricted access based on the Family Education Rights and Privacy Act (FERPA) and Ohio Law. This information can only be released with the written consent of the parents, the adult student, or a surrogate. The only exception to this is to comply with State and Federal laws that may require release without consent.*

*Included in the confidential records may be test scores, psychological reports, behavioral data, disciplinary actions and communications with the family and outside service providers. The school must have the parents' written consent to obtain records from an outside professional or agency may be released to the parent through the originator and parents should keep copies of such records for their home file. Parents may also provide the school with copies of records made by non-school professional agencies or individuals.*

*Information on former students also falls into directory and confidential information categories and will be made available on the same basis as enrolled students.*

*Students and parents have the right to review all records generated by the school district, request amendment to these records, insert addendum to records, and obtain copies of such records. Copying costs may be charged to the requester. If a review of records is wanted, please contact the school principal, in writing, stating the records desired. The records will be collected and an appointment will be made with the appropriate person present to answer any questions there may be.*

### ***Staff Discipline Policies***

*The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows:*

- 1. There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking or biting.*
- 2. No discipline shall be delegated to any other child.*
- 3. No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, so the child may regain control.*
- 4. No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box or a similar cubicle.*
- 5. No child shall be subjected to profane language, threats, derogatory remarks about himself or his family or other verbal abuse.*
- 6. Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.*
- 7. Techniques of discipline shall not humiliate, shame or frighten a child.*
- 8. Discipline shall not include withholding food, rest or toilet use.*
- 9. Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability and the child shall be within sight and hearing of a preschool staff member in a safe, lighted and well-ventilated space.*
- 10. The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.*

### ***EQUAL EDUCATION OPPORTUNITY***

*It is the policy of this district to provide an equal education opportunity for all students. Any person who believes that the school or any staff person has discriminated against a student on the basis of race, color, disability, religion, gender, ancestry, national origin, place of residence within the boundaries of the district, or social or economic background has the right to file a complaint. A formal complaint can be made in writing to the School District's Compliance Officer listed below:*

*Director of Special Services  
9000 Kirby Lane  
Streetsboro, OH 44241  
(330) 626-4900*

*The complaint will be investigated and a response, in writing, will be given to the concerned person within 30 days. The Compliance Officer can provide additional information concerning access to equal education opportunity. Under no circumstance will the district threaten or retaliate against anyone who raises or files a complaint.*

# Streetsboro Integrated Preschool Program

## Medical Personnel Listing

### Medical:

Portage County Health Department (immunizations/small fee)	(330) 296-9919
Child Health Services of Portage County (sliding scale fee)	(330) 297-5437
Ohio North East Health Systems, Inc. (sliding scale fee for those w/o insurance)	
Youngstown Community Health Center	(330) 747-9551
Warren West Health Center	(330) 373-0222
Good Samaritan Community Health Center	(330) 821-396
Robinson Memorial Hospital	(330) 297-2359
Patient Financial Services Department	
Portage County Family Medicine	(330) 626-5566
Dr. Vishvas Hedge	(330) 673-3333
Dr. Sarah Adams	(330) 562-3169
Portage Pediatrics	(330) 626-4080
Akron Children's Hospital	
Hudson Office	(330) 342-5437
Akron Office	(330) 543-1000

### Dental:

Dental Options	(888) 765-6789
(links people in need to volunteer dentists charging reduced fees)	
Dr. Frank Radis - Dr. Jennifer Bryk Hechko (pediatric dentistry)	(330) 562-2700
Dr. Samuel Taylor (Twinsburg)	(330) 425-2220
Dr. Nicholas Hammermeister	(330) 422-1400
Dr. Martin Layman	(330) 422-0011
Dr. Greg Mertes (Pediatric Dentistry-Hudson)	(330) 655-5437
Streetsboro Dental Partners	(330) 626-3814

