

Home of the "Mustangs"

MAINE CONSOLIDATED SCHOOL #10

Maine Consolidated Preschool

10 Spring Valley Road PO Box 50010 Parks, AZ 86018

Superintendent--Dr. Roberson

(928) 635-2115 Fax (928) 635-5320

Hours of Operation: Monday-Thursday

Preschool-8:00 am-3:30 pm

Full Day- 8:00 am-3:30 pm ½ Day—8:00 am -12:00 pm

Maine Consolidated Preschool follows the MCSD10 school calendar.

Maine Consolidated Preschool is licensed by the AZ Department of Health Services. It is licensed as part-day care. The local AZ DHS information is:

Arizona Dept of Health Services-Child Care Licensing

150 N 18th Ave

Phoenix, AZ 85007

(602) 364-2539

Enrollment

Our preschool program is designed for children ages 3-5 years old, who turn three by September 1st of the school year they are starting. Some entrance exceptions may be made for children who will turn three by the end of September, on a case-by-case basis. Students must be three years old to start attendance. Parents/guardians must fill out the required registration packet and provide the child's birth certificate and immunization records before the child will be enrolled, each year. A \$75.00 (\$50.00 for returning students) non-refundable registration fee must also be paid before enrollment each year. Enrollment options are 4 full days per week or 4 half days per week.

When the child begins preschool, parents are welcome to stay with their child until the child is comfortable in the classroom, for their first week of preschool. We ask that parents make every effort to depart from their child after 10 minutes or less, to help with the transition.

Tuition

Full day Preschool is \$650 per month, and half day Preschool is \$550 per month. Billable months will be August through May, with reduced tuition in December. Tuition is due the 15th of each month. If needed, other arrangements must be made prior to the due date. Registration fee is nonrefundable. If your child withdraws from Preschool, a prorated rate can be calculated or refunded.

Arrival/Dismissal

Children must be escorted to the classroom by a responsible adult (must be 18 years or older). State regulations require each child be signed in and out of the classroom by a parent or guardian and be picked up promptly when class is dismissed.

Parent Responsibilities

Communication between parents and preschool staff is vital. Please sign your child in/out every day. Newsletters will be sent home monthly, and lesson plans will be posted weekly. We also use Class Dojo to communicate back and forth with parents outside of drop off and pick up times.

Parent conferences will be held at least two times per year (September and March). Parents or teachers may request a conference at any time as they see necessary.

Daily Activities

Maine Consolidated Preschool provides quality developmentally appropriate learning opportunities to meet each child's needs. Our Preschool environment promotes cognitive, language, social/emotional, physical, and self-help skill development of each child.

Weekly lesson plans are posted in the classroom. These plans include topics and activities that will be taught or introduced and the AZ Early Learning standards that are covered.

Daily activities include:

- Free Play (learning centers- literacy, math, science, social learning, music, art, building)
- Snack a.m.
- Reading Center/Puzzles
- Circle Time
- Learning Centers-Language and Literacy Focused
- Outdoor Play
- Learning Centers (learning centers- literacy, math, science, social learning, music, art, building)
- Lunch
- Nap/Rest Time
- Free Play
- Snack p.m.
- Outdoor Play

Curriculum/Assessment

Our Preschool follows the AZ Learning Standards. We pull materials from a variety of curricular sources that align with our early learning standards. One of our resources is from University of Florida Literacy Institute (UFLI), which has many literacy and phonics lessons that align with the science of reading and our Board Approved CKLA K-8 literacy curriculum. The preschool curriculum will be driven by thematic units that incorporate real-world experiences (holidays, seasons, community members, science and nature, etc.) to help students make meaningful connections with their personal environment and community. This style of instruction prioritizes language and literacy, exploration and discovery, and problem solving skills. Additionally, we will also use a progress monitoring tool that will be administered three times a year to monitor progress toward early learning standards and the ASQ3 developmental screening to monitor for age-appropriate development, and needed referrals for special education assessments.

Positive Discipline & Guidance

All learning opportunities for young children should be positive and support the development of appropriate behavior, communication, and self-regulation. Staff will engage all students in

forming meaningful, responsive relationships through conversation, play, listening, and following the child's lead in order to support a child-centered educational experience. We recognize that behavior is a form of communication, and our goal is to proactively support students while maintaining a safe, inclusive, and productive preschool environment.

Proactive support will be provided by teaching classroom rules and expectations aligned with MCSD core values, while using modeling, redirection, positive feedback, and instruction to replace unsafe or inappropriate behaviors with appropriate behaviors, communication, coping skills, and social-emotional skills. Staff will create predictable routines and structured learning environments that support positive behavior and reduce frustration. Expectations and interventions will be developmentally appropriate and differentiated to accommodate diverse learning and developmental needs.

When additional support is needed, staff may implement individualized positive behavior strategies, such as visual schedules, buddy systems, movement or sensory breaks, or other supportive interventions based on the child's individual needs. Students may be given a supervised safety break to help regulate and reset, following unsafe behaviors. Safety breaks will not exceed three minutes and may involve sitting away from peers under staff supervision. We value collaboration with families and may work together to develop individualized plans that provide consistent, team-based social-emotional and behavioral support across settings.

Modification to Student's Schedule

If behaviors significantly impact safety or the functioning of the program, a student may need to be picked up for the remainder of the day. This may occur for:

- Repeated or severe aggression (throwing objects, kicking, hitting, biting, or verbal threats)
- Prolonged refusal that require additional staff to support your child away from the rest of the class
- Emotional dysregulation that significantly disrupts classroom routines and does not improve with staff support

Administrative withdrawal

The preschool is committed to partnering with families to support each child's success. When behavioral concerns arise, the preschool will work collaboratively with families to implement appropriate interventions and supports. If significant behavioral concerns continue despite documented interventions, consistent family collaboration, and implementation of recommended supports, continued enrollment in the preschool program may be reviewed.

Before any decision is made, the preschool will meet with the family to discuss the child's progress, the effectiveness of interventions, and available options. Ongoing concerns may affect continued enrollment.

Continued participation may be reviewed when repeated behaviors significantly impact:

- Safety
- Adult ratios
- Class routines

Visitation

Parents may visit the Preschool at any time. Please sign in/out the main office and obtain a visitor's pass. Before children are enrolled, parents are also welcome to visit the Preschool classroom to observe the classroom.

Emergency Procedures

If a child is hurt or ill, parents will be called within 30 minutes of onset. In case of school emergency or evacuation, the MCSD plan will be followed. Emergency cards will be carried at all times and will be used to access parent information.

Health & Wellness Guidelines

It is our priority to provide a safe and healthy learning environment for all, in compliance with the Department of Health and Safety (DHS) and Quality First. We have a healthy food policy in our preschool, which limits the amount of sugar and salt in food our preschoolers eat. We will provide additional resources for recommended foods that comply with our wellness requirements to develop and promote healthy eating behaviors.

Additionally, we value consistent student attendance, but recognize that a student's ability to learn can be impacted by illness. To support our ability to maintain a healthy learning space, please keep your child(ren) home when sick. Each child will be observed by preschool personnel for signs of illness upon entering the classroom. A child may be sent home if any symptoms or illness are apparent at arrival. If a child develops any of the below symptoms or illnesses while at school, the staff may isolate the child from other children and will notify the parents immediately. If parents cannot be reached, emergency contacts will be called. Children are welcome back to school once symptoms have resolved for approximately 24 hours, without medication.

Reasons to keep children at home:

- The child does not feel well enough to comfortably take part in usual activities (e.g., overtired, fussy, clingy).
- A child needs more care than teachers and staff can give while still caring for the other children.
- The illness has a risk of spreading to others (see examples below)
 - a. The child has a fever of 100+ degrees
 - b. The child has had diarrhea or vomiting in the past 24 hours
 - c. The child has a new or unexplained rash

Our staff will make the final determination on the child's health and ability to remain at school. These guidelines and our response to other situations are based on the recommendations from the National Resource Center for Health and Safety in Child Care and Early Education (<https://nrckids.org/CFOC/Database/3.6.1.1>)

PLEASE NOTIFY THE SCHOOL IMMEDIATELY IF THE CHILD MAY HAVE A COMMUNICABLE DISEASE

Transportation

Transportation is not provided by the Maine Consolidated Preschool.

Inspection Reports

Inspection reports are on file in the Preschool classroom. They will be made available upon request.

Insurance

MCSD has liability insurance for accidents which may occur on the Preschool premises. It is available for review in the main office of the Maine Consolidated School District.

Medication

Our preschool staff can distribute prescription or emergency medication, for children who need it. If your child requires medication during the school day, a medicine disbursement form must be filled out. The medication must be in the original container with the child's name and dosage clearly marked. Over-the-counter medications will not be distributed at school.

Skin Care

Families are welcome to bring sunscreen or non-prescription skin care products for their child. These products need to be in the original container and labeled with your child's name. Preschool staff will apply these skin products when needed. No skin care products will be

provided by the preschool program, or shared between students (unless they have the same parents/guardians), in compliance with DHS licensing requirements.

Pesticides

If pesticides are applied on MCSD campus, notices will be posted on all Preschool classroom entrances and office entrances at least 48 hours in advance.

Child Find

Our school district is committed to helping identify the potential presence of developmental disabilities in accordance with state and federal regulations, through a variety of methods. Each year, every preschool student will be screened using multiple methods to review their progress in cognitive, communication, social, motor, and adaptive development. In the classroom, there are multiple tools the staff will use to screen. Additionally, child find screening days will be held four times a year to screen for any suspected delays in all areas of development. Anyone can refer a child for screening. If any screening results warrant further action, a meeting will be held to discuss screening results and obtain permission to conduct more thorough evaluations. For additional information on our Child Find procedures, please visit the MCSD website.

Exceptional Student Services (Special Education)

Preschool students who are identified with a developmental disability and receive services through an individualized education plan (IEP) may have qualifying needs that require special education preschool services. In these cases, if the student resides in our school boundaries, the students will be enrolled in half-day (AM) preschool, and will be dismissed before lunch at 11:20, at no cost. Services described in the IEP will be provided to them while they attend school.

For students within our school boundaries, who have IEPs but do not have qualifying needs requiring special education preschool services, they may enroll in our preschool at the regular tuition rate and related services in their IEP (e.g., speech, occupational, physical therapies) will be provided during their time in preschool. If families do not wish to enroll their child in our preschool program, the related services can be provided by appointment at the school by the qualified service providers.

I have received a copy of the Maine Preschool Family Handbook, and as a parent, I have discussed its content with my child. We agree to support the Maine Preschool in all areas as described and understand the content of this handbook. Should you have any questions, please feel free to contact the school. Please sign and return this page to your child's teacher if you have not submitted through enrollment.

Thank you.

Parent/Guardian's Signature

Teacher's Signature