



# Parent Policy Handbook 2022-2023





Dear UCELC Parents,

Welcome to University Carillon Early Learning Center! We are excited to start this new year with you and your child, and thankful for the trust that you are placing in us to care for your little ones. Our mission is to create a Christian environment that inspires children to develop inner discipline, self-assurance, a love for learning, and to know their Savior, Jesus Christ. Our goal is to help children become more aware of God's presence and greatness by weaving Christian principles into the total school curriculum.

Our teachers will strive to give your child the loving care and guidance that children need in their formative years. We will provide your child with the tools they need to develop reading readiness, math and science skills, art and music expression, and for them to grow in their awareness of themselves and others.

UCELC is not only for your child, but also for you. We are happy to invite our parents to visit, ask questions, make suggestions, volunteer at school programs, and serve our school either as a Room Parent or on the Preschool Advisory Board. Your time and talents help our program to excel and your participation in your child's education will leave a lasting impression when they remember their childhood.

Communication between school and home is one of the most important ways to stay connected. Please follow our school on Facebook, and remember to check your email for information from your teacher. My office is always open, feel free to drop in and say hello. If you ever need to talk or schedule a meeting please reach out to me at 407-359-2629 or by email at [jamiedeger@universitycarillon.net](mailto:jamiedeger@universitycarillon.net).

Thank you for sharing your children with us!

Blessings,

*Jamie Deger*

Jamie Deger

Director



# Getting to know UCELC

## Our Office Staff

- **Jamie Deger, Director**  
407-359-2629 x150  
jamiedeger@universitycarillon.net
- **Christa Macheske, Registrar**  
407-359-2629 x151  
christamacheske@universitycarillon.net
- **Karen Sanchez, Program Coordinator**  
407-359-2629 x153  
karensanchez@universitycarillon.net

1395 Campus View Court  
Oviedo, FL 32765

Fax 407-359-2114

Main Church Phone 407-359-2112

[www.ucehc.net](http://www.ucehc.net)

Find us on Facebook for up to date information and insight into our day!

## Our Classroom Staff

The classroom teachers and support staff at UCELC are highly qualified in the area of Early Childhood Education (ECE). Our employees meet and exceed state and local guidelines, and attend continuing education courses annually to add to their personal knowledge of the ECE field.

All staff meet requirements including:

- 45 hours of courses in Early Childhood Education
- A minimum of 10 hours annually of Continuing Education classes
- Certification in First Aid, Infant & Child CPR, Bloodborne Pathogen Safety and Fire Safety
- Fingerprinting and background screening by local, state and federal agencies.
- All classroom teachers & supports hold a Florida Staff Credential, and either a state or national CDA, or formal education credentials.

## Our Church

- University Carillon (UC) is one church with multiple worshipping communities that are distinct in style and approach, but unified in mission: A community sent to help anyone and everyone become a follower of Jesus.
- UCELC is connected with UC in their mission and accepts all students regardless of gender, age, race, religion, creed or ethnicity.
- Children in all of our classes meet weekly in the Sanctuary to participate in Chapel; a time to hear a Christian Bible story, participate in praise and worship music, and review how we can apply the Bible story to our life. Parents are welcome to attend our monthly Family Chapel day.
- Theology taught in our school will mirror that taught in the church. Specific questions or concerns can be brought to Ms. Jamie or to any of our church Pastors.
- UCELC will also provide a monthly Bible Lunch for our students. Students will enjoy a hot lunch and an extra Bible story lesson during lunchtime. Bible Lunch is included in the co-curricular fee.
- Family contact information, limited to name, address, phone number and email address will be shared with the church for communication purposes. Parents may opt out at the UCELC office.

# In Partnership with Parents

Active involvement of parents in the education of their child is important to classroom success. Several ways are provided for parents and staff to communicate and we strive to provide parents with many opportunities to actively participate in their child's program.

## School-Home Communication

- Monthly classroom calendar of activities
- Monthly newsletter to keep you informed of current events
  - Updates & handouts as needed
- UCELC school wide Facebook page
- Written evaluations and assessments of student progress

## Parent Participation

- Open House activities prior to school starting
- VPK Curriculum review meeting
- Parent Conferences throughout the year for all students.
- Helping Hands. Our parent participation program for helping at school wide events.
  - Room Parent opportunities

Due to limited space and DCF regulations siblings are not allowed in the classrooms or on the playground during the school day. We will provide childcare for children younger than age 2 for select daytime events for parents who wish to volunteer. For events occurring outside of the classroom, infants and toddlers in strollers will be allowed if space permits. We appreciate your understanding.

## UCELC Advisory Council

UCELC is a ministry of University Carillon Church and is overseen with advice and guidance from the Advisory Council. The Council consists of the Director of the ELC, a designated Pastoral representative, a member of the Staff-Parish Committee, a member of the Church Operations Committee, the Children's Ministry Director, the Family Connection Coordinator and UCELC parent representatives/members-at-large.

## Requirements

- Active member of University Carillon preferred
- Have a child enrolled in the ELC
- Recommended by the ELC Director, approved by Nominating Committee

If you are interested in serving on our Advisory Council, please contact Ms. Jamie.

## Duties

- Attend & participate in Council meetings
- Act as a link between the Council, ELC & the Church
  - Advise, support and promote the decisions reached by the Director
- Act in the best interests of the Church, the ELC, and the students.

# Our Purpose and Curriculum Guidelines

**Young children learn through play. Small groups, hands-on experiences and multi-sensory materials all help define the educational purpose of our classrooms at University Carillon Early Learning Center.**

We target our instruction to meet the goals of the Florida Early Learning and Developmental Standards through the use of a school-wide Bible based curriculum. These standards and benchmarks reflect the knowledge and skills that a child on a developmental progression should know and be able to do at the end of an age-related timeframe.

Spiritual development of the whole child is our key focus at UCELC. We believe that spiritual development cannot be addressed as an afterthought, but should be at the forefront of every way we teach and serve our children. We accomplish this through incorporating Bible lessons into our daily classroom activities, attending Chapel as a school family, and focusing on social interaction and skills as we go throughout our daily routine.

Academically, we focus on age appropriate reading and math readiness, the development of scientific inquiry skills, creativity through the arts, an understanding of the world through exploring basic social studies, and control of our bodies through gross and fine motor skills training.

## Reading Readiness

- Visual discrimination
  - Auditory skills
- Language development
- Introduction to the alphabet
  - Phonemic awareness
- Creative expression through writing

## Math Readiness

- Sorting & classifying
  - Patterning
  - Graphing
- Numeral recognition & number sense
  - Shape & color recognition
  - Spatial concepts

## Physical Development

- Large and small muscle control
- Games and creative movement
  - Perceptual motor skills
  - Personal care routines
    - Sensorimotor
- Proper feeding and nutrition

## Social Skills and Interaction

- Cooperation and respect for others
- Understanding emotions & asking questions
  - Imagination and make believe
    - Obeying rules for safety
- Working independently & as a group
  - Expressing feelings and needs

# Payment Policies

University Carillon Early Learning Center is a self-supporting, non-profit program. The annual tuition is divided into ten (10) equal monthly payments. Monthly payments remain the same regardless of number of attendance days in each month. There will be no change in the monthly payment for school holidays, extended absences or vacations, or weather related cancellations. Families may choose to pay tuition in full at the start of the year.

A discount of 10% is offered for 2nd & 3rd siblings enrolled in our program (VPK excluded). The registration and co-curricular fees must be paid in full for each child.

All parents are expected to comply with the following payment policies, failure to do so may result in removal from the program. Need based scholarships available.

## Monthly Payments

- The monthly payment is due by the end of the 1st full week of the month.
- Tuition paid after the due date will be assessed a \$10 late fee.
- If tuition is not paid by the 11th of the month, your child may not be admitted back to class until tuition is paid.

## Payment Options

- A personal check payable to **UCELC** or cash payments are accepted at the school office. Payments must be handed directly to an office staff member and a receipt will be issued for cash payments.
- There is a \$30.00 fee for returned checks or electronic payments.
- Teachers are not permitted to receive payments from families.
- Electronic payment using a card or bank account information may be made online at [www.UCELC.net](http://www.UCELC.net)

*In an effort to keep processing costs down, families will have the option to help with the cost of electronic processing. Your help is appreciated!*

## State Funded VPK

UCELC has entered into a contract with the State of Florida to provide a free 540-hour pre-kindergarten education to all students who meet the state age and residency requirements (VPK). Parents of VPK students have entered into an agreement with the State to receive free VPK services. Parents of VPK students agree to sign Monthly Attendance Verification form which are sent to the state, as well as to uphold the attendance policy outlined in the annual VPK agreement signed with the State upon receipt of their child's VPK certificate. If parents do not abide by the terms of their VPK agreement, they may be withdrawn from the VPK program and will be responsible to pay UCELC the standard 3 day Pre-K tuition fee for the remainder of the school year and to abide by the tuition policies as stated in the Parent Handbook.

## Program Withdrawal

It is requested that parents notify the Director in writing two weeks prior to withdrawal from the program.

# Health Protocols

UCELC reserves the right to send a child home if it is determined by the teacher or Director that the child presents a health hazard in the class. If a child becomes ill during school hours, the child will be separated from the class until a parent can be contacted and the child picked up. The health and safety of your child is our primary concern. We rely on parental cooperation to help prevent the spreading of communicable disease throughout the preschool program. If your child has persistent allergies, a doctor's note stating that the child's condition is NOT contagious is required.

## **Children are required to stay home if they display any of the following symptoms:**

- A fever of 99.5 or higher in the last 24 hours
  - A cold that is less than 3 days old
    - Heavy nasal discharge
    - A constant, nagging cough
- Nausea, vomiting or refusal to eat breakfast due to illness
  - A rash on face or body
  - Any signs of diarrhea
- Unusual tiredness (staff cannot remain inside with tired children)
- Any symptoms of possible communicable disease, (i.e. sniffles, reddened eyes, sore throat, headache or abdominal pain accompanied by fever)

**Students will be allowed to return to school once the symptoms have been gone for 24 hours, without the administration of medications (prescription or over-the-counter).**

**A child sent home from school due to illness is required to take the next consecutive school day off.**

UCELC HAS A "No Nit" policy regarding lice, which is in accordance with Seminole County Public Schools. We require all students who have had head lice to be checked by a teacher/staff member prior to returning to the classroom so re-transmission cannot occur. If a third occurrence is noted by the school, a physician's note for re-admittance is required before returning to class.

Students requiring the dispensation of prescription medication MUST complete all necessary forms with the front office in order to have medications dispensed by a school employee.



# Safety Protocols

UCELC reserves the right to cancel school should a health, safety or weather emergency arise. We follow Seminole County Public Schools (SCPS) in cases of public emergencies. As a school wide safety procedure, all external doors and internal classroom doors will remained locked during the times when students and staff are on campus. A door bell is placed to the right of the main doors for help when the doors are locked. All school visitors will be required to enter at the school office and will be escorted to their destination after signing in. Our church and school campus is also covered by a surveillance system which is monitored by staff throughout the day.

## Fire & Inclement Weather Drills

- Procedures are relayed to teachers and acted upon when necessary.
- Fire/emergency drills are conducted on a monthly basis.
- Instructions and procedures are posted in each classroom.
  - Students are alerted before and debriefed after drills to explain why the activity occurred and when it would be used.

## Lock Down Policy

- There will be no access in or out of any buildings on campus
- Staff will remain with the students at all times
  - Classroom teacher's will maintain possession of student emergency contact information
- If a situation arises in which it is necessary to leave the classroom, staff will follow the drill procedures as practiced
- Communication will be sent to parents as it is available
- Parents, DO NOT arrive on site to pick up your child during a lock down, as no one will be allowed to enter or leave the buildings.

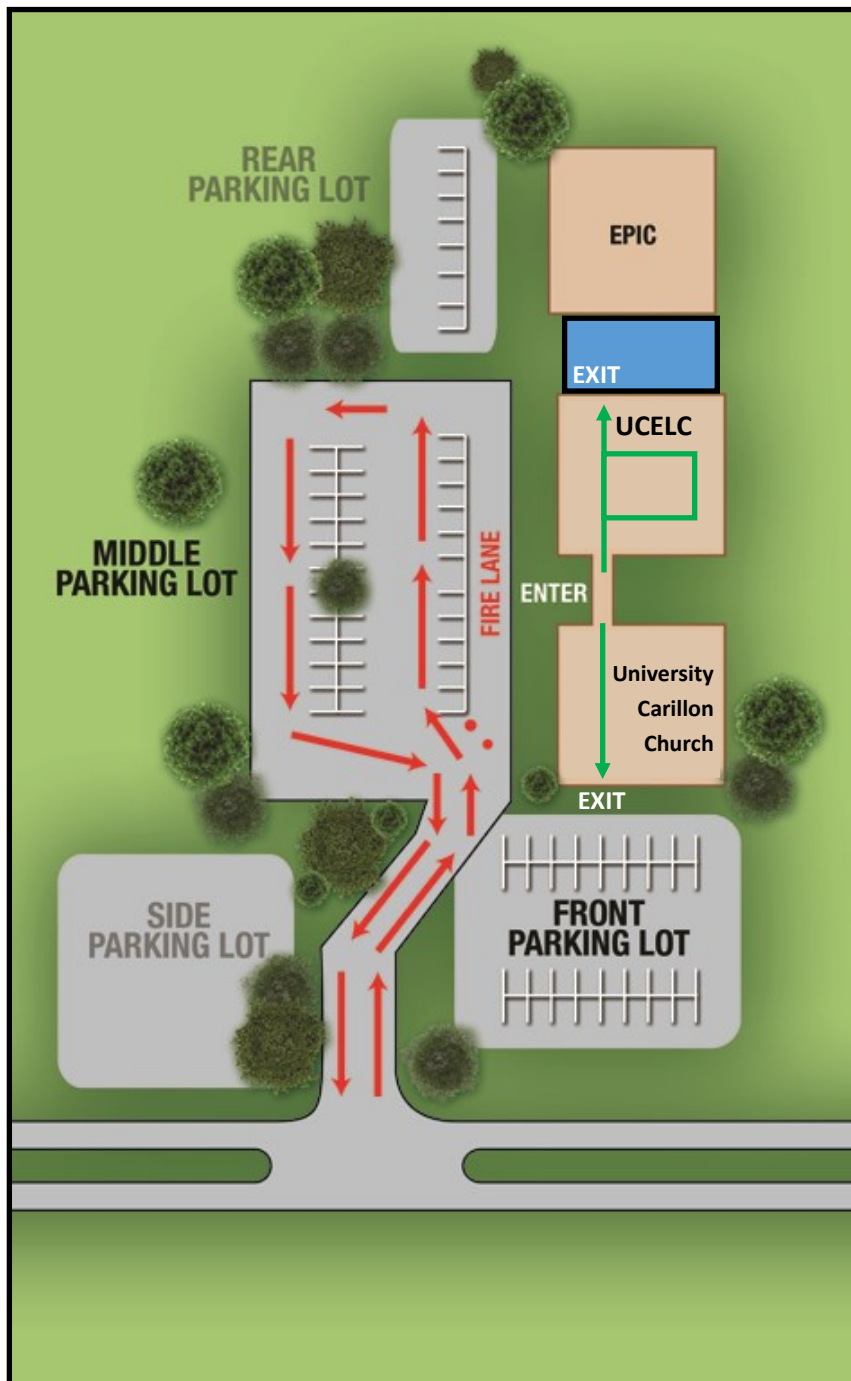
## In the event of an Accident

- Plan 1—If your child has a minor accident, staff will take whatever action is necessary to comfort the child, such as wash the wound, apply a bandage or ice, and give a hug.
- Plan 2— If the child has an accident that produces an injury requiring professional medical care ( i.e. large bumps, head injuries, uncontrollable nosebleeds, cuts that may require stitches or possible fractures), the parent, guardian or parental designated emergency person will be called immediately.
- Plan 3—In emergency situations, 911 will be called. This will occur prior to notifying the parents.

## Emergency Closing Plan

- Decisions to close the school for weather/ public emergencies will follow that of SCPS
- If the decision is made during the school day, the classroom teachers will contact the parent's for their class
  - A statement will be prepared by the Director explaining the situation and the steps parents need to take for picking up their child.
- Reopening communication will come through the classroom teachers at the decision of the Director

# Student Drop Off & Pick up



## All Students are dropped off and picked up at their classrooms.

- School starts at 9:00 a.m. and ends at 2:00 p.m.
- Doors will open no earlier than 5 minutes before and close 10 minutes after arrival and dismissal times.
- Please park and walk your child to their classroom.
- Please call the school by 9:15 a.m. if your child is going to be absent that school day.
- If your child will be tardy, please check in at the school office and we will escort you to class.
  - Pick-up after 2:10pm is considered late pick up.
- Students who are remaining in their classrooms after the 10 minute grace period will be brought to Stay-N-Play and assessed the \$10 Stay-N-Play fee. (One grace late pass will be allowed per family.)

- Please follow directional arrows for driving & walking for everyone's safety.
  - No child will be admitted to class without a parent or guardian present.
- No child will be released to anyone other than a parent or authorized substitute.
  - Do not leave your child unattended at any time.
  - Do not stop or park in the Fire Lane.

## Secure Release of Children

- Parents/guardians must sign their child in & out daily with their full name.
- On the Daily Attendance sheet, the name of the person picking up the child that day must be clearly printed, & a contact phone number must be logged daily.
  - Parents must submit to the office a Security Release Form. This form will list any people who are authorized to pick up the child from school. Updates can be made at any time.
- If someone other than a parent is picking up their child, please notify your teacher. The person **MUST** be on the Security Release Form, and **Must** present their Driver's License as identification.

## VPK Tardiness and Absences

- Due to the expectations of kindergarten readiness as specified in the VPK standards, and the belief that excessive absences & tardies effect learning, a child enrolled in the VPK program at UCELC should not be absent more than 20% of the program days per month.
- In the event that a student has 2 months of less than 80% attendance, the child will be removed from the state funded VPK program at UCELC and may continue as a self-pay student.
  - VPK Parents agree to sign a Monthly Attendance Verification form which is submitted to the Early Learning Coalition of Seminole. (ELC)
- Absences will be excused for illness by calling the school office on the day that the child is absent by 10:00am and presenting a dated doctor's note after the absence occurs.

## Stay-n-Play

We love having your children with us and encourage you to use our after school Stay-n-Play time for your children to have fun and socialize with friends from other classes while being supervised by our fantastic staff members. During Stay-n-Play students will come to the playground at first and then return inside to use the bathroom and finish their time playing in the Clubhouse.

- Stay-n-Play runs for one and 1/2 hours after school, until 3:30pm.
- Stay-n-Play is opened to all students who are potty trained (no diapers or pull-ups)
- The cost for Stay-n-Play is \$10 per child. (Regular late pick-up fees of \$5 for every 10 minutes late, apply for Stay-n-Play as well).
- We must have a minimum of 2 students to offer Stay-n-Play for any day. You will be contacted if Stay-n-Play is cancelled.

### To register your child for Stay-n-Play:

- Check the SNP column on your class sign in sheet.
- Come to the preschool office and add the required information to the Stay-n-Play participant list.
  - Pay the Stay-n-Play fee. (Cash, Check or online)
- Please provide an extra snack for your child if they are staying for stay-n-play.

# Our Policies

At UCELC, we believe that providing reasonable, age appropriate rules and logical consequences in a loving environment is the most effective way for children to develop a sense of responsibility and inner discipline. We use clear and consistent rules and daily routines to help our students learn the proper school behavior. All children are treated with respect and dignity at all times. Our staff uses positive approaches to problem solving, such as redirection, supervised time apart from the situation, and positive behavior modeling when disciplining students.

Communication is a vital part in providing a positive atmosphere for all children in the program. Please let your teacher or the Director know if there is a home situation, major life change, or a problem that may effect your child's behavior. Our staff will work with you to form the best plan for the circumstance.

Corporal punishment or the withholding of food or drink is against our discipline guidelines.

## Disciplinary Policy

The following steps are taken in the event of continued disruptive behavior, not limited to:

- Biting
- Excessive hitting/pinching
- Aggressive behavior
- Tantrums requiring removal from the group
- Behavior disabling classroom progress

1. The incident is documented noting date, circumstances leading up to incident and disciplinary actions taken.
2. Parents are contacted and notified in writing of the incident.
3. A copy of the notification is placed in the student's file.

After three incidents viewed to be unusual and unprovoked, the child is on probation. The child will be removed from the program if another incident occurs.

Our goal is to help students learn to behave within acceptable limits, learn self-control, and maintain a safe and secure environment for all children in the program. Termination of a student is at the discretion of the center.

## Potty Training

Children must be potty trained before starting classes in our 3 year old and higher programs.

Our definition of potty trained is as follows:

- The child wear cloth underwear under their clothing, "pull up" diapers and training pants are not considered underwear.
- The child shows an interest in using the toilet when it is scheduled during class time.
- The child knowingly alerts the teacher if they have to use the toilet, or is able to approach the toilet on their own.

In the event of a toileting accident, students will be cleaned and changed into the clothing provided by parents in their backpack. Soiled clothing will be packaged in a sealed plastic bag and parents will be made aware at pick up. More than 3 accidents in a one month period will require a meeting with the parent, teacher and Director to develop an appropriate plan.

If developmental milestones cannot be met the student may be remediated or removed from the program at the discretion of the center.

## Our Policies (cont.)

### Dress Code

Children should come to school dressed to work, play, paint, experiment and have fun! Their clothes should be comfortable, easy to button, snap and zip, and allow for independence in toileting.

Children will play outside each day. Shoes should be close-toe and rubber-soled. Sandals, boots and "Crocs" are not allowed as they are dangerous on the playground and during PE. For modesty, we encourage tumble shorts underneath dresses.

**All children need to bring an entire change of clothes** (shirt, pants/shorts, socks, underwear and shoes) **to be kept in a Ziploc bag in their back pack incase of accident.** These items should be changed with the season or as the child grows. All items should be clearly marked with the child's name.

Children in our 2 year old class must provide an adequate amount of diapers for the time they are at school.

### Birthdays

Special recognition of your child's birthday may be planned with your teacher. Simplicity is important. You may send a store bought special snack, such as cookies, cupcakes or another simple treat. You may also arrange with your teacher a time to visit the classroom if you would like to be present for their special day. Party invitations may be distributed at school if sent to the entire class. Large celebrations & gifts should be kept out of school. Due to DCF regulations, balloons cannot be kept in the classroom.

### Classroom Holiday Parties

Various holidays will be celebrated throughout the year. All will be celebrated in the individual classrooms at the teacher's discretion. Parents may be asked to provide refreshments or supplies for these special days.

### Daily Nutrition

Proper nutrition is very important for your children. Other than the announced days of Bible Lunch and classroom holiday parties, food is not provided as part of our school day. It is the family's responsibility to provide a healthy snack and lunch for each day, as well as to ensure the child is provided breakfast and dinner outside of our daily program.

We encourage students to eat their healthy foods first. Sometimes they will surprise you and eat things for us, even when they will not eat them at home. If at any point your family finds difficulty accessing nutritious foods, please do not hesitate to stop by the office and we will discretely put you in contact with our Food Pantry representative.

Please let your teacher know if your child has any food allergies. Pack a snack and lunch containing non-perishable food items. Refrigeration and the heating of food is not available during the school day. Candy should not be sent as the day's snack, but one piece may be sent as a dessert for the end of lunch.

# Miscellaneous Information

## Required Forms

- School Entry Health Exam (DH form 3040 from your Pediatrician)
- Immunization Form (DH Form 680 from your Pediatrician)
  - UCELC Enrollment Form
  - "Know Your Child's Daycare Center" Pamphlet
- Morning Snack/Special Lunch Agreement
  - Disciplinary Practices
- Notarized Emergency Medical Release Form
  - Agreement/Authorization Form
  - Distracted Adult Acknowledgement
    - Influenza Virus Info
- Other documents as required by UCELC or by State of Florida as relevant

## Enrollment & Registration

Enrollments are accepted until the class limit is reached. In-house registration (currently enrolled students & their siblings) will occur first and then enrollment will be open to community members. If a wait list is needed the priority is children of church members, previous UCELC families, and non-member children.

## Subpoenaed Information

Personal information given UCELC is confidential and will only be released through legal channels outlined under the United Methodist Conference. Expenses to provide said information will be absorbed by the requesting party.

## Helping Hands

We are looking forward to a wonderful year of activities and events with your children! We have many fun things planned and rely heavily on parent involvement to make these events successful since the teachers are busy taking care of your children.

Opportunities include events such as: Pumpkin Patch, Gingerbread Night Prep, Winter Wonderland, Valentine Town, as well as opportunities in the classroom.

We are blessed that our church provides childcare for younger siblings so that you can volunteer for most events. You will need to sign up in advance for childcare.

For more information about being a Helping Hand stop in and see Ms. Karen Sanchez at the UCELC Office or email her at [karensanchez@universitycarillon.net](mailto:karensanchez@universitycarillon.net)





**Registration/Tuition Information Sheet**

**2022-2023 School Year**

**Registration Fee** - All students - \$100.00

**Non-refundable, due at time of registration.**

**Co-Curricular Fee**

**Prorated, due at time of registration.**

**(Covers cost of school shirt, Bible Lunch, specials classes, day & night programs)**

Two days per week	\$130	Four days per week	\$260
Three days per week	\$175	Five days per week	\$300

**Program Tuitions**

Tuition is divided in 10 equal monthly payments (Aug- May).

\*\*\*Class times **(Monday to Friday)** 9:00am to 2:00pm\*\*\*

**5s - Kindergarten Readiness Program – (Child must be 5 by 09/01/22.)**

<u>Class Days</u>	<u>Monthly Installment</u>	<u>Class Size</u>
5 Day	\$675.00	6 - 12

**4s – Prekindergarten Program - (Child must be 4 by 09/01/22)**

	<u>Class Days</u>	<u>Monthly Installment</u>	<u>Class Size</u>
<b>VPK</b>	<b>3 days – T/Th/F</b>	<b>\$ 0.00</b>	<b>10-16</b>
VPK-Wrap	2 days – M/W	\$275.00	10-12
NonVPK	3 days – T/Th/F	\$400.00	10-12
NonVPK	5 days	\$675.00	10-12

**3s Program - (Child must be 3 by 9/01/22) – Must be potty-trained**

<u>Class Days</u>	<u>Monthly Installment</u>	<u>Class Size</u>
2 day	\$275.00	10
3 day	\$400.00	10
5 day	\$650.00	10

**2s Program – (Child must be 2 by 09/01/22)**

<u>Class Days</u>	<u>Monthly Installment</u>	<u>Class Size</u>
2 day	\$275.00	10
4 day – M-Th	\$550.00	10

University Carillon Early Learning Center admits students of any race, color, national or ethnic origin.



# Events 2022-2023

	<u>DATE</u>	<u>EVENT</u>
	<b>AUGUST</b>	
	Aug. 5	Open House
	Aug. 8	School Starts
	Aug. 15	Stay-N-Play Starts (2-3:30)
	Aug. 16 & 17	Curriculum & Volunteer Mtg. for Parents (Helping Hands)
F	Aug. 30 & 31	Family Chapel
	<b>SEPTEMBER</b>	
	Sept. 5	<b>NO SCHOOL</b>
H	Sept. 6, 7	Bible Lunch
	Sept. 14, 15, 16	VPK Fall Conferences
	Sept. 27&28	Donuts with Dudes
F	Sept. 27&28	Family Chapel
F	Sept. 30	Transportation Parade
	<b>OCTOBER</b>	
H	Oct. 4, 5	Bible Lunch
	Oct. 7	<b>NO SCHOOL</b>
H	Oct. 14	VPK International Festival
	Oct. 19 & 20	3s Fall Conferences
F	Oct. 25 & 26	Family Chapel
H	Oct. 26, 27	Pumpkin Patch
F	Oct. 31	Costume Day/Tour & Treat
	<b>NOVEMBER</b>	
H	Nov. 1, 2	Bible Lunch
F	Nov. 18	VPK Thanksgiving Program
	Nov. 21-25	<b>NO SCHOOL - Fall Break</b>
F	Nov. 29 & 30	Family Chapel
	<b>DECEMBER</b>	
H	Dec. 13	Icing Prep Day
F	Dec. 14, 15	Gingerbread Night
	Dec. 19-Jan. 4	<b>NO SCHOOL</b>

	<u>DATE</u>	<u>EVENT</u>
	<b>JANUARY</b>	
	Jan. 4	Teacher Work Day/ <b>NO SCHOOL</b>
	Jan. 5	School Resumes - VPK & 3s
	Jan. 9	School Resumes - 2s
H	Jan. 10, 11	Bible Lunch
H	Jan. 13	VPK 100th Day Celebration
	Jan. 16	<b>NO SCHOOL</b>
	Jan. 17	In house Registration begins
	Jan. 23	Community Registration begins
H	Jan. 25, 26	Winter Wonderland
F	Jan. 31, Feb 1.	Family Chapel
	<b>FEBRUARY</b>	
H	Feb. 7, 8	Bible Lunch
H	Feb. 15, 16	Valentine's Town
	Feb. 20	<b>NO SCHOOL</b>
F	Feb. 28 - Mar. 1	Family Chapel
	<b>MARCH</b>	
H	Mar. 7, 8	Bible Lunch
	Mar. 13-17	<b>NO SCHOOL</b>
F	Mar. 28, 29	Family Chapel
	<b>APRIL</b>	
H	Apr. 4, 5	Bible Lunch
F	Apr. 5 & 6	Christian Parade
	Apr. 7, 10	<b>NO SCHOOL</b>
F	Apr. 12 & 13	3s Spring Program
	Apr. 20, 21	Graduation Pics
F	Apr. 25, 26	Family Chapel
	Apr. 24-27	2s/3s Spring Conferences
	<b>MAY</b>	
	May 1-5	Muffins with Moms
	May 3-5	VPK Spring Conferences
F	May 19.	VPK Graduation Program/Last Day of School
	May 22.	Teacher Work Day/ <b>NO SCHOOL</b>

- H = Helping Hands event
- F = Bring your Family event