

# Lake Harriet United Methodist Preschool naeyc



4901 Chowen Avenue South Minneapolis, Minnesota 55410 Phone: 612.926.8043 Fax: 612.926.7646  
info@lakeharrietumpreschool.org www.lakeharrietumpreschool.org

## AUGUST 2018

### **Class Placement**

Class placements for the 2018-2019 school year are finalized near the end of August. Thoughtful consideration of many factors takes place prior to final placement including age, gender, learning style, relationships with peers and teaching styles and strategies. We appreciate your cooperation with this process.

### HOME VISITS

The Lake Harriet UM Preschool staff is looking forward to our home visits with each family. Your child's teacher will contact you by phone the last week in August and let you know the dates and times she will be available. These visits provide an opportunity to learn about your child's individual needs and ensure a smooth transition between home and school. While providing your child with an opportunity to connect with his/her teacher in a familiar environment – your home!

### **Old Friends/New Friends Open House**

Please join us for a classroom open house Monday, **September 10<sup>th</sup>**. Please come to your child's classroom from 5:00 to 5:30. Following visits to the classroom, we hope you all will feel free to play on the playground and meet new friends and connect with old friends before preschool begins! The open house provides an opportunity for preschoolers to see their classrooms before the first day of school and for preschool families to meet. We hope you will plan to attend!

### First Day of School

Our first day of Preschool is  
**Tuesday, September 11<sup>th</sup>!**

### *Enrollment Confirmation*

The summer mailing includes a form confirming the information we have in your child's file and if any information is incomplete. Please be sure all of it is correct and notify us immediately if there are any errors. You may mail back the corrected and/or incomplete information or send it to us via email. The Health Care Summary / Immunization Record must be on file at the Preschool prior to the first day of school and must be signed by you and completed by your child's health care provider. Forms can be downloaded from our website. Thank you for ensuring your child's file is complete and accurate!

### Lake Harriet Web Site & Email List

For 20 years, Lake Harriet UM Preschool has maintained a web site for families of currently enrolled students and for families of prospective students. Many of you accessed the site while looking for a Preschool for your child. Now that your child is enrolled, it becomes even more important for you to check the site on a regular basis.

On the website, you will be able to see the Preschool Calendar, Preschool News and Enrichment Class information. You can also download any Enrollment Forms that you need to have completed for your child's files.

Your child's teacher will post important classroom information on her Classroom Information page. Newsletters, Snack Schedules, Sharing Schedules and Volunteer Opportunities will be on the web site.

We will have information about Peace Coffee sales and other fundraising opportunities. We also have links to other schools in our area.

Occasionally we may post information related to a special event or an interesting item.

We update the site at least monthly, usually near the end of the month. We notify you by email that there is new information on the site.

Our monthly statements are emailed to each family. You may provide us with up to two email addresses and if you need a paper copy for any reason, please let us know.

If you do not have internet access or email, we post most of the same information at the Preschool and you may ask your child's teacher for paper copies of most items. We have noticed a huge reduction in paper usage, printing and copying costs allowing us to spend more of our budget on items that directly benefit the children while helping the environment.

## Family Handbook

At your home visit prior to the start of school your child's teacher will provide you with a letter highlighting important policies covered in our Family Handbook. The Family Handbook can be downloaded from our website and paper copies are available in each classroom. Please be sure to look at the handbook and refer to it during the school year if you have policy questions.



The preschool has a facebook page. "Like us" to keep up on what's posted. We try to post interesting items we come across, occasionally a photo or two and updated preschool information. Find us at:

<http://www.facebook.com/home.php#!/lakeharrietumpreschool>

## Enrichment Programs

Enrichment Programs are offered from 11:30am – 12:30pm & 1:00pm – 2:00pm, depending on enrollment. If you would like more information about any of the enrichment programs or want to check on openings, please contact the following people:

**Spanish:** Marny Hoon  
612.423.3939

**Soccer Shots:** Dan Larson  
763.234.0292

### Teacher Emails

Please update your address book with the following email addresses:

**Sarah Mitchell** – Room 101  
[smitchell@lakeharrietumpreschool.org](mailto:smitchell@lakeharrietumpreschool.org)

**Suzy Schubloom** – Room 102  
[sschubloom@lakeharrietumpreschool.org](mailto:sschubloom@lakeharrietumpreschool.org)

**Sue Jordan** – Room 104  
[sjordan@lakeharrietumpreschool.org](mailto:sjordan@lakeharrietumpreschool.org)

**Donna Beebe** – Room 105  
[dbeebe@lakeharrietumpreschool.org](mailto:dbeebe@lakeharrietumpreschool.org)

**Kay Higgins** – Room 106  
[khiggins@lakeharrietumpreschool.org](mailto:khiggins@lakeharrietumpreschool.org)

**Andrea Wright** – Director  
[awright@lakeharrietumpreschool.org](mailto:awright@lakeharrietumpreschool.org)

**Preschool address**  
[info@lakeharrietumpreschool.org](mailto:info@lakeharrietumpreschool.org)

## Contact Us

As always, if you have any concerns, questions or comments, please share them with us. You may leave us a voice mail, email or talk with us at school.

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