



# Welcome to Kindergarten!



## **Randall School...**

*Serving the Children and the  
Community Since 1922*  
Mrs. Bonnie Schlais, Principal 970-2310  
Email: [bschlais@waukesha.k12.wi.us](mailto:bschlais@waukesha.k12.wi.us)

## **Kindergarten News**

Mrs. Chris Meyer, Secretary 970-2305  
Mrs. Sharon Spivek, Health Room/Clerical  
Aide – 970-2315  
Attendance Line: 970-2316

**Dear Parents of the Class of 2022,**

Welcome to Randall School! The first day of school is **Tuesday, September 1<sup>st</sup>**. Your kindergarten-aged child will have a full year of exciting learning experiences. It is a new world for the kindergartner as he or she begins on the wonderful road of learning. We hope you and the school will become cooperative partners helping your child to reach their educational potential. We have an active and supportive P.T.A., a Site Council that develops new visions and a great staff of highly qualified, dedicated and caring people. We place a high priority on parent involvement, so join us in helping make “your” school a true community school! It can be a most rewarding adventure for you and your child!

Each year we have a theme. This year it is “Gearing Up for Change at Randall”. We will have this theme on a T-shirt, letters, and other items. Many learning activities and field trips will focus on our theme. We will be looking at changes as to 6<sup>th</sup> graders moving to the middle schools in 2010-11 and maybe other curriculum changes.

Our kindergarten teachers are Mrs. Michelle Clavette and Mrs. Mindy Steighner. Both of these teachers are very knowledgeable about how a young

child learns – at a different pace and in a different way. They will both create a warm and caring learning environment for all their students. The instructional assistant for all our kindergarten students (both classes) is Mrs. Erin Rosenberg. She is also a warm and caring person who does an excellent job trying to help all the students.

Besides teaching the curriculum, kindergarten teachers help the children to grow in their social skills. Our expectation for each child is that the child will learn at his/her own developmental level. Classes include students with all kinds of special talents, skills, and needs. Therefore, other staff will in the classroom to assist students as needed. Mrs. Clavette and Mrs. Steighner will create developmentally appropriate learning activities for the children [activities that will be at the child’s level of development].



Weekly newsletters will be sent home informing you of each week’s classroom learning activities and special announcements. If you ever have any question, please call them:

**Mrs. Clavette – Rm. 146 – 970-2360**  
**Mrs. Steighner – Rm. 145 – 970-2361**

They have voice mail so you can leave a message directly to either of them 24

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hours a day. They will return your call at the end of the day or during the next day.

An integral part of the Waukesha kindergarten program is the emphasis on the discovery centers, which are changed often in the classroom to reflect seasonal events and unit themes. Children move about these centers developing their skills while emphasizing their thinking and reasoning abilities. There will also be small group activities where reading readiness, writing, and math skills are taught. Students will move through literary "stages" showing their progress and development in each one. The child's progress will be reported to you at conferences and through a report card at the end of the second, third, and fourth quarters.

## Homeroom Teacher Assignment

Your child will be in the following teacher's class:

- Mrs. Steighner's Class in rm. 145
- Mrs. Clavette's Class in rm. 146

## Health Room Volunteers Needed!

Mrs. Sharon Spivek, our health room/clerical aide, is in our health room for only five hours each day. She will only be available to assist students from 9:00 a.m. to 2:30 approximately, with time off for her lunch break. We do need to rely on parent volunteers to help make phone calls to parents of sick children and give tender loving care as possible. We need volunteer parents from 2:30-3:25 p.m. If you can help out one day or two, we would appreciate the help.

Please call Mrs. Schlais soon. We need your help. [970-2310].

## School Hours for Each Day and Lunch Information

The hours are 8:30-3:25 p.m. each Monday – Friday. Students will be staying for lunch. Cold lunches may be brought by the child which may include a beverage from home (juice type only – no soda. Milk (chocolate or white) is sold for 40 cents. Children are also invited to take hot lunch for any day they desire. Hot lunch tickets are \$1.80 and will be sold in advance on August 13<sup>th</sup> and 18<sup>th</sup> during "Forms and Fees" from 4-7:00 p.m.

Students will be asked to learn a 6 digit code number to punch in each day when they go through the hot lunch line. We started this last year and the students had no trouble learning their code, in fact, they found it fun.

## P.T.A. Open House is Wednesday, August 26<sup>th</sup> from 5:30-7:00 p.m.

This is the first day the teachers are back so classrooms might not appear to be completely ready at this point. We feel it is more important for you to have the opportunity to bring your child to school to see the classroom before the first day of school. It will help increase the comfort level for your child, and you, too!

You may come anytime between 5:30-7:00 p.m. to visit the classrooms. Our P.T.A. will be serving a free supper in the gym between 5:30-6:30 p.m. This is a great time to meet your neighbors. You can also buy lunch tickets, theme T-shirts, sign up for special activities, and more!



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Please tour our entire school to see our art room, music room, media center, and gym. We have a wonderful facility and are very proud of our school!

**Randall's Teacher Listening Conferences are September 9<sup>th</sup> and 17<sup>th</sup> from 4:30-7:30 p.m.**

At Randall, we begin the year with Teacher Listening Conferences for all our parents. These conferences give teachers an opportunity to listen and hear about the child from you, the parents, who knows the child best. We want to know as much about your child as possible because that helps us to plan the right educational opportunities for your child. This includes health, medications, interests, pets, fears, strengths, weaknesses, etc.

**Kindergarten Students Enter Randall Through Special Entrance**

Kindergarten children will enter the school near their classroom through what we call the "ramp door" in the back of the school – closest door to the equipment on the playground. If you are bringing your child to school, please drop off your child on Charles Street at the south end of the school. Please do not park or walk through the staff parking lot.

**Randall's Early Dismissal Times for Staff Development – 7 Fridays Throughout the School Year**

For the third year, we will be increasing staff development time for our teachers. A positive response was received on the parent survey again this spring and so we are moving ahead into a third year of

dismissing students early on seven Friday's throughout the school year. The School District and the Education Association of Waukesha granted us this waiver. We earn the time by starting school 5 minutes earlier than the other elementary schools. By "banking" this extra five minutes each day, we earn two hours so we can dismiss students at 1:25 p.m. on seven Fridays throughout the school year. This two hours of time will be used by our staff to collaborate on how to improve instruction and assessment of our students. It is wonderful to have this time for staff development and have our community understand the importance of this time.

**The dates are: September 11<sup>th</sup>, October 9<sup>th</sup>, December 11<sup>th</sup>, January 15<sup>th</sup>, February 5<sup>th</sup>, March 12<sup>th</sup>, & May 7<sup>th</sup>.**

Parents may choose to sign their child(ren) up for an activity during these Friday early dismissal times. The activities have a small fee for materials and leaders time (\$4.00 per time). Registration for the activities will be at "Forms and Fees" dates – **August 13<sup>th</sup> and 18<sup>th</sup> from 4-7:00 p.m.** (Thursday and Tuesday). Registration is limited for some activities so first come, first served. Activities include Park and Recreation, YMCA and Carroll College Chemistry Club.

**"Forms and Fees" Dates**

On **Thursday, August 13<sup>th</sup> and Tuesday, August 18<sup>th</sup>** parents are invited to come to our gym between the hours of **4-7:00 p.m.** to:

- complete health forms
- buy lunch tickets (\$1.80 per day)



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- *sign up for activities for the 7 early dismissal Fridays throughout the school year*
- *get their child's **picture taken** [School pictures for all students are taken during this time on both dates. Make up date will be in September].*
- *pay fees - \$60.00 for the year [Checks should be made out to the School District of Waukesha – not Randall School!]*
- *buy theme T-shirts*
- *buy two reams of copy paper for student school use*
- *sign up for Teacher Listening Conference.*

## **Supply List is included with this letter**

*Please purchase the supplies on the list for your children. Brand names are not necessary, but might be recommended since the teachers know they work better.*

## **Driving on Charles Street**

*Randall parents quickly learn that Charles Street is very narrow. Many of our staff members park on the east side of the street as we do not have enough space in our parking lot behind the school. Therefore, at dismissal time, the driving space is limited. To help, we ask all our parents to drive only south when dropping off children or picking up children. Your cooperation is greatly appreciated!*

## **Immunizations**

*There are certain immunizations that are required for kindergarten students. If your child receives immunizations over the summer or anytime throughout the school year, please call Mrs. Spivek, our health room/clerical aide at 970-2315. Mrs. Spivek will also be at "forms and*

*fees" nights on August 13<sup>th</sup> and 18<sup>th</sup> from 4-7:00 p.m. in our gym to take health information.*

## **Helpful Reminders**

*The school experience is all-new and there may be some adjustment time needed for your child. Tears and tummy aches during the first few days are not uncommon. Continue to be supportive of your child and help him/her deal with the necessary adjustments.*

*If you bring your child to school on the first day, it is recommended that you say "good-bye" outside the building. Prepare your child for the fact that you will be leaving and he/she will be staying. Explain that you will be back at dismissal time or explain who will be waiting for your child at dismissal time.*

*Walk your child to school a few times before school begins so he/she knows where to cross the street and how to make the best safety choices.*

*Crossing guards will be on duty on the corners of East and College Ave, Laflin and East Ave. and College and Charles Street before and after school.*

*If your child goes to daycare after school, please write down the name of the daycare provider and give it to Mrs. Clavette or Mrs. Steighner at Open House or on the first day of school.*

*Discuss what to do if strangers approach your child. This discussion is important for your child's safety. Children need to know how to handle the "friendly stranger".*

*Your child's daily attendance is vital to his or her educational success. Help*



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*your child establish good attendance habits and to be punctual. Tardiness can cause many problems. Please call the school office before 8:15 a.m. to report your child's absence. You can call the attendance line 24-7. The number is 970-2316.*

*Label all items brought to school. The child should be able to easily handle their new backpacks. \*See supply list attached.*

## Monthly Newsletters

**Monthly newsletters will be sent home on the last Wednesday of the month.** Our newsletter includes a lot of information about the upcoming month including a calendar of events. Please be sure to read the newsletter and make note of field trips, important school events, P.T.A. information, no school dates, parent/teacher conferences, and other important information. We want you to be "in the know". If you have any questions, please call us. We also have an "events hotline" that includes information for the upcoming week. The number is 970-2300, events' line.

## Upcoming School Events

- August 10<sup>th</sup>: Site Council Meeting at 4:30; P.T.A. meeting – 6:30 p.m. Everyone invited to our monthly P.T.A. meetings!
- August 13<sup>th</sup> and 18<sup>th</sup>. "Forms and Fees" nights in our gym – complete forms, pay fees, **school pictures** – 4-7:00 p.m.
- August 26<sup>th</sup>: (Wednesday) P.T.A. Open House from 5:30-7:00 p.m. Free family supper available, thanks to our P.T.A.
- August 31<sup>st</sup> (Monday): No School!

- September 1<sup>st</sup> (Tuesday): First Day of School!
- September 7<sup>th</sup> (Monday): Labor Day – No School – Holiday.
- September 9<sup>th</sup> and 17<sup>th</sup>: Teacher Listening Conferences from 4:30-7:30 p.m. Sign up at "Forms and Fees" or at Open House.
- September 11<sup>th</sup> (Friday): Early Dismissal for Randall Students – 1:25 p.m. – for increased staff development time for our teachers.
- September 13<sup>th</sup>: Site Council Meeting – 4:30 p.m. P.T.A. Meeting at 6:30 p.m. – media
- September 15<sup>th</sup> (Tuesday): Early dismissal for all district students – 1:55 p.m. for staff development activities for all teachers.
- September 24<sup>th</sup>: Market Day delivery 5-6:00 p.m. - gym

## Calendar of Events and Parent Handbook for 2009-10 will also be "on line" and found on our Web Site

*All parents who wish a Randall Parent Handbook and Calendar of Events can pick one up at "Forms and Fees" on August 13<sup>th</sup> and 18<sup>th</sup>. If you wish to use the website for our handbook information, please do so. Go to the District Website and then find the link for Randall School.*

*Again, welcome to Randall! We are proud of our school and glad you will be helping us continue its fine reputation as an effective community school!*

*from the Randall Staff,  
Mrs. Clavette and Mrs.  
Steighner, Kindergarten  
Teachers, and Mrs. Schlais,  
Principal*

