SACRED HEART CATHEDRAL
PRESCHOOL

Where children soar with...

LEARNING, LAUGHTER & LOVE

Sacred Heart Cathedral Preschool
2023-2024 Parent Handbook

We are a Catholic preschool, accredited through the
Tennessee State Department of Education and
operated under the auspices of the
Catholic Schools Office of the Diocese of Knoxville.

Parent Handbook
2023-2024

Sacred Heart Cathedral Preschool
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General Information

Sacred Heart Cathedral Preschool (SHCP) is located in West Knoxville, ten minutes from downtown and just off I-40 and Papermill Road. SHCP enrolls students into the following groups:

Infant
Toddler
Two's
Three's
Pre-K

SHCP has highly dedicated and certified staff including a director, assistant director, full- and part-time teachers, and teaching assistants. All full-time staff members are CPR and First AID certified and are required to complete 30 hours of professional development training annually.

Mission and Goals

Sacred Heart Cathedral Preschool uses the wealth of its Catholic heritage to provide a safe and nurturing environment that promotes the development of the young child in the following areas while responding to the needs of the family.

Emotional
Intellectual
Physical
Social
Spiritual

The goal of the preschool program is to provide experiences that encourage positive self-esteem in each child. The program will be developed around the needs of the child, taking into consideration the principles related to human growth and development.

Admission and Enrollment Requirements

I. *Class Size*

SACRED HEART CATHEDRAL PRESCHOOL will comply with the STATE OF TENNESSEE and the DEPARTMENT OF EDUCATION regulations regarding class size.

II. *Enrollment Procedures*

A child is enrolled in the program when numbers 1,2, and 3 below have been completed:

1. The Registration Packet is completed and returned.
   - ✓ Application/Enrollment Form
   - ✓ Medical Release
   - ✓ Alternate Pick-Up Information
   - ✓ completed Tennessee Department of Health Certificate of Immunization (PH4103)
   - ✓ Copies of the child's certified birth certificate
   - ✓ Copy of baptismal certificate (if Catholic)

2. The application fee of $35 is paid (non-refundable).

3. The materials fee of $325.00 is paid. (Due after acceptance)

III. *Age Requirements*

The Pre-K Program is for children who turn four years of age by August 15th of the school year for which they are being enrolled. The exception to this is our Pre-K-1 class which accepts children turning four years of age by the end of the calendar year.

The Three-Year-Old Program is for children who turn three years of age by August 15th of the school year for which they are being enrolled. Some two-year-old children that will be three years of age by the end of the calendar year may be considered for the three-year-old program.

The Two-Year-Old Program is for children who are between the ages of 24-35 months of the school year for which they are being enrolled.

The Toddler Program is for children who are between the ages of 11-23 months of the school year for which they are being enrolled.

The Infant Program is for children who are between the ages of 6 weeks and 11 months of the school year for which they are being enrolled.

Occasionally, placements are determined other than by the above criteria but continue to be in compliance with state regulations.

> ***A note about Special Needs***: In order to facilitate learning and meet the needs of all children, it may be necessary to limit the number of students with special needs. This may include children with learning disabilities or behavior disorders. The program accepts any child, as long as the staff can provide adequately for the child. Parents are encouraged to communicate early and often with the classroom teacher(s) and/or Director. Every reasonable attempt will be made to provide appropriate accommodations for each child in our school.

IV. *Priority Admittance*

When inadequate space is available for all applicants, preference will be given in the following order:

1. All children currently enrolled and in good standing in the preschool program that registers and submit their registration and material fees for the upcoming year are automatically counted in the class rolls.
2. Children of faculty/staff of Sacred Heart Cathedral
3. *Catholic children of registered parishioners of the Cathedral of the Most Sacred Heart of Jesus maintaining an active status in parish life.
4. *Catholic children with siblings currently enrolled in Sacred Heart Cathedral Preschool/School.
5. *Catholic children of registered parishioners of neighboring parishes
6. Non-Catholic children with siblings currently enrolled in Sacred Heart Cathedral Preschool/School.
7. Non-Catholic children entering preschool.

*To maintain CATHOLIC status:

- Parents must be registered members and have maintained an active status in parish life for at least one year.
- Children and their Catholic parents must attend Holy Mass every Sunday and other Holy Days of Obligation, as confirmed by a parish priest.
- Parents must contribute time, talent, and treasure to the parish, as appropriate for the circumstances of the parents/family.

Infant and Toddler Program

I. *Infant Program – General Philosophy*

The goal of our infant program is to view the child as an individual with regard to feeding, sleeping, and special temperaments. The child's emotional and physical needs take priority over concerns with schedules and order. This will occur in an environment where the child can feel loved, secure, and happy.

II. *Infant Schedules*

Each child will determine his or her own feeding and rest schedule. The child will be fed on demand unless specified otherwise by the parent. Naps will be handled in the same manner.

It is against policy to prop-feed a bottle or use an infant feeder for solid food. When being bottle-fed, the child will be held by a staff member. This allows our staff and your child to be one-on-one for this very important part of the infant's day.

Solid foods are introduced only at the parent's request. Infant formula and baby food will be provided by the parent. Baby food must come to the preschool in an unopened jar. We cannot feed your child any baby food item from a previously opened jar. All bottles and food containers must be clearly labeled with the child's name. Breast milk should be dated.

III. *Toddler Program – General Philosophy*

The goal of our Toddler Program is to help each individual child into a daily routine where feeding, napping, and other activities occur on a schedule. We will take into consideration each child and his or her personal needs and developmental stage. This will occur in an environment where the child can feel loved, secure, and happy.

IV. *Toddler Feeding*

Each child will need to bring a sack lunch from home or purchase a hot lunch. A morning and afternoon snack will be provided. At this age, bottles are no longer permitted. Children will start the year using sippy cups and will progress to regular cups by year-end. Finger foods help encourage self-feeding and are highly recommended.

V. *Daily Report – Infants and Toddlers*

A daily report will be kept for each child and will include feeding times, amounts, type of food, sleep times, diaper changes, and any other information the teacher may feel is of interest to the parent.

VI. *Diapering*

Diapers and wipes will be provided by SHCP. We will adhere to a strict diaper-changing policy to assure proper sanitation and health measures. Please note that diaper cream/ointment is considered to be medication. Please see the medication section for details.

VII. *Supervision*

SHCP adheres to the Tennessee State Board of Education requirement of a 4:1 student/teacher ratio in our infant group and a 6:1 ratio in our toddler group.

VIII. *Discipline*

Discipline at this age level will be handled by redirection and distraction.

Preschool Program

Each child will experience a well-planned, child-centered environment that encourages learning through exploration and discovery. A "hands-on" approach is used in each classroom, with an age-appropriate curriculum implemented in a systematic fashion. A daily schedule is posted in each of the preschool classrooms and will be followed closely while allowing for flexibility.

Examples of thematic units covered during the year include Family, Home, Pets, Fire Safety, Health and Nutrition, Circus, Fairy Tales, Senses, Manners, and Emotions. Through these units, many teacher-directed learning activities will take place, providing experiences in a variety of learning areas. You will be informed as to specific projects and special activities relating to each unit.

Learning/play centers are also an integral part of the child's learning and social development. These self-play areas are used to meet various objectives within the Tennessee Early Learning Developmental Standards. Written lesson plans are designed to include the following 8 areas of development:

Approaches to Learning (AL)
Social-Emotional Development (SE)
Language and Early Literacy (LE)
Math (MA)
Science (S)
Social Studies (SS)
Creative Arts (CA)
Physical Development (PD)

In addition, our religious education program is designed to help young children at the preschool level discover their special qualities and importance in God's Creation. The primary focus is to assist children in developing positive self-concepts through awareness that God has made each of them very special. Through the media of stories, songs, fingerplays, games, dramatization, lesson-related prayer, and sensory activities, children can sense God's love for them.

Preschool Policies

The Tennessee Department of Education rules and regulations are strictly followed at Sacred Heart Cathedral Preschool, and an annual license is issued after multiple inspections (prearranged and unannounced) by a state licensing program evaluator The Department of Education regulations include the following areas:

Ownership & Administration
Program Operation
Staff
Program
Health & Safety
Food
Physical Facilities
Care of Children with Special needs

A complete listing is located in the director's office.

Emergency / Illness and Medications

Emergency information must be maintained in both the director's office and the classroom for each student. **Any change in emergency contacts or phone numbers should be promptly reported to the office.**

If a child becomes ill during school hours and needs special attention, the director or teacher will notify the parent/guardian. If we are unable to locate the parent, the name and number noted on the emergency form will be called. In the event that there is still no response, we will attempt to call a relative or friend. No child will be sent home without parental permission, or with a person not previously designated to take the place of the parent.

In the event of an emergency occurring at school when neither parents nor emergency contacts can be reached, the preschool will seek appropriate medical attention for the injured child, as authorized on the SHCP medical release form. Efforts to reach the parents will continue.

I. *Communicable Diseases*

When a suspected case of chickenpox, measles, impetigo, hepatitis, mumps, contagious conjunctivitis (pink eye), streptococcal (including scarlet fever), head lice, or other communicable disease is reported, the parent will be contacted immediately to take the child home.

If the child has been ill with fever, cold, sore throat, skin rash, vomiting, diarrhea, inflamed or matted eyes, or skin eruptions, he/she should not be in school. A child should be free of contagion and/or fever related to an illness without the aid of fever-reducing medication for twenty-four hours before returning to school. A note from the child's doctor would be required for a child to return any sooner.

The director should be notified immediately when a communicable disease is diagnosed. SHCP will notify the parents of the occurrence of communicable diseases in the child's class.

SHCP is equipped with thermometers. If a child's fever is 100.4 or above a parent will be called to pick up the child.

II. *Strep Throat and Conjunctivitis Policy*

When a child has confirmed strep throat or conjunctivitis, he/she should remain out of school for at least 24 hours from when the first dose of antibiotics is administered. Please do not send your child to school while waiting for the results of his/her strep throat test, because of the risk of exposing other students.

I. *Medication*

If a child is on medication and the medication is to be administered during school time, a completed/signed form must be submitted. Forms may be obtained from the child's teacher

All medications, prescriptions, and non-prescription shall be received from the parent by a designated staff person or management-level staff person.

Per state regulation standards (0520-12-01-.12):
Staff will be required to document verification of the following:

The parent's written authorization to administer medication and instructions on the methods of administration.

Medications are in the original prescription container, are not out of date, and are labeled with the child's name and the specific dosage and times medication is to be administered to the child.

All medicines must be given to the teacher(s). Students may not carry medication on their person.

Diaper cream/ointment, sunscreen, and insect repellent are considered medicine so we require you to sign a release in order for us to apply it to your child/children.

IV. *Accidents*

If a serious injury that may need medical attention occurs, an accident report will be filled out and given to the parents. The parent will also be contacted immediately so that the parent can determine whether or not immediate medical treatment is necessary.

In an emergency, when immediate medical attention is needed, the staff will call 911 and immediately contact the parent and the child's doctor. If a parent cannot be reached, the staff will contact those listed as alternate emergency contact person(s). After 911 has been called, it is up to the paramedics to decide on the appropriate action. The nearest available medical facility will be used when emergency medical treatment is needed. The parent will be responsible for all medical charges. **The emergency medical release must be signed when registering for SHCP.** A staff member will accompany the child if he or she is taken to the hospital.

Discipline

I. *Overview*

We at Sacred Heart Cathedral Preschool are mindful that the goal of discipline is to shape the child into a self-motivated, self-controlled adult, who is respectful of himself and others, realizing the dignity of each person, shaped in the image and likeness of God.

We seek to accomplish this by providing an environment that is relaxed but structured and modeling behaviors that allow students to learn and project a Christian way of love and concern for others. Discipline should be done in a fair and objective manner so that the child faces his/or her own problems and accepts the consequences of his or her own actions.

II. *Assertive Discipline Program*

Positive reinforcement of appropriate behavior is the focus of Assertive Discipline and will be used extensively. *"Time-out"* is a form of disciplinary intervention that may be used on occasion. The Time-out period will be a maximum of 1-5 minutes (length of time depending on the age of the child). If inappropriate behavior persists, further steps outlined by the staff as part of their assertive discipline plan will be taken.

III. *Policies*

NOTE: The methods used in disciplining infants and toddlers are covered in the infant/toddler section.

SHCP reserves the right to dismiss any child if the SHCP staff determines that the program cannot meet the needs of the child. Failure to comply with the terms of SHCP policy may result in termination of enrollment in the program. No refund of fees or tuition will be made as a result of disciplinary action

The following protocol will be used if a child is experiencing difficulty managing his/her behavior for any reason, including any identified behavior disorders or special needs:

a) The problem will be discussed with the child. Should the behavior continue…
b) The parent(s) will be notified of the problem. Should the behavior continue…
c) The parent(s) will be called in for a conference. If the problem cannot be resolved…
d) The parent(s) may be asked to withdraw their child from the program.

Continued inappropriate behavior will be managed by using alternative forms of disciplinary action. This may result in an out-of-preschool suspension.

IV. *Biting*

While we realize that biting is an unfortunate natural behavior often seen in toddlers and young preschoolers, it is our goal to do everything we can to protect all children in our care. Biters are told with a firm voice, “Biting hurts ...we do not bite people.” When it is determined that a teacher has exhausted all measures of redirection with a repeat biter, Sacred Heart Cathedral Preschool reserves the right to suspend the child’s enrollment in the program. The director and teacher will meet with the family of the biter to determine if the child will be allowed to return to the program.

General Information

I. *Sign-In and Sign-Out*

SHCP is open from 7:00 a.m. to 6:00 p.m. We ask parents to make every effort to arrive by 9:00 am. Parents of children enrolled in these programs must:

1. Sign in and make contact with a staff person upon arrival.
2. Sign out and make contact with a staff person at the pick-up.

For the safety of your child, please do not "pre-sign" your child out when you sign your child in.

II. *Pick-Up*

For each child's protection, the only people authorized to pick up a child are those ADULTS designated by the parent/guardian on the Alternate Pick-up Authorization Form. THIS PERSON MUST PRESENT IDENTIFICATION UPON REQUEST. If a child is to be released to anyone other than the person(s) listed on this form, the parents must send a note prior to pick-up time. Phone call authorizations and faxes will not be accepted.

Sacred Heart Cathedral Preschool Program reserves the right to:

1. terminate services for anyone not able to comply with this policy.

2. call the Child Protective Services Unit of the Department of Human Services to pick up any child whose parents do not send a note regarding alternate pick-up. This also applies to parents who are significantly late and attempts to contact emergency contacts are unsuccessful.

III. *Late Pick-up*

Our staffing needs and state-required ratios depend on having the expected number of children in each classroom at specified times. Even one child left beyond pick-up time can cause us to be out of ratio and disrupt the schedule for the afternoon and/or cause a teacher to be required to stay beyond their contractual hours. Please be on time for pick-up.

3:00 Late Pick-up: If you have chosen the 3:00 pick-up time, you must pick up your child by 3:00 p.m. If you do not pick up your child by 3:00, you will be charged a $10.00 late fee (per incident). The late fee is due and payable when the parent arrives to pick up the child. Repeated late pick-ups will be addressed using the following protocol:

1. Teacher reminder of late-pick-up policy and collection of the $10 fee
2. Parent contact from the director and collection of the $10 fee
3. Application of the $1.00 per minute fee after 3:00 pm (as described below)
4. Conference with director and potential termination of enrollment

6:00 Late Pick-up: If you have chosen the 6:00 pick-up time, you must pick up your child by 6:00 p.m. If you do not pick up your child by 6:00, you will be charged $10.00 for the first 10-minute block (or partial block) past 6:00 p.m. and $1.00 per minute for every minute after 6:10

p.m. (per incident). The late fee is due and payable when the parent arrives to pick up the child. Repeated late pick-ups will be addressed using the following protocol:

1. Teacher reminder of late-pick-up policy and collection of the $10 fee and $1.00 per minute fee after 6:00 pm
2. Parent contact from the director; a collection of the $10 fee and $1.00 per minute fee after 6:00 pm
3. Conference with director and potential termination of enrollment

NOTE: Parents should have an emergency pick-up plan. We understand that conditions are sometimes outside of our control (inclement weather, traffic, etc.), but if such conditions arise, it is important that parents notify the preschool as soon as possible and put their emergency plan into effect. Continued late pick-up will result in a warning and may result in termination of enrollment.

V. *Outdoor Play*

Outdoor play is an integral part of our program. Children must be prepared to go outdoors every day unless the temperature or conditions prohibit outside activities. This includes not only appropriate outerwear for the weather but clothing and shoes which are suitable and safe for play. If it is determined that a child is not dressed for safe play, he or she may not be permitted on the playground equipment.

NOTE: Children may be excused from outdoor activities only with a Physician's written authorization. SHCP believes, however, that if your child is too ill to go outside, he/she is too ill to be in preschool.

VI. *Absences*

If possible, we would appreciate being notified if a child is not going to be at Preschool on his/her regularly scheduled days.

VII. *Lost and Found*

Please label your child's belongings. This way, we can return them to you or your child as quickly as possible.

VIII. *Items from Home*

We discourage children from bringing toys and personal items from home. SHCP cannot be responsible for lost or damaged items. ***State rules and regulations do not allow necklaces of any kind to be worn by children due to the potential choking hazard***. Children are encouraged to bring a small blanket and small pillow (if desired) for afternoon rest/nap time. The children may leave these items at school in their cubbies during the week. These items will be sent home on Fridays to be laundered. Please label these items. Books are always welcome, especially if they are related to our units of study.

IX. *Lunches*

Each child will need to bring a sack lunch or purchase a hot lunch. This lunch should consist of foods that the child can easily handle. The teachers will be happy to help children open containers and juice boxes. Sacred Heart Cathedral School offers hot lunches for the preschool. You can choose to purchase lunch for your child for an additional fee of $4.00 per day (as of the printing of this handbook). Menus are sent home each month and you can choose the day(s) you wish to purchase meals. Lunches are prepaid for the month and need to be ordered at the beginning of each month. Milk is available to all children. The cafeteria staff will be unable to add additional lunches or cancel lunches after 8:00 am. If your child comes in after 8:00 am and you did not order lunch in advance please make sure to send a sack lunch with your child.

X. *Parties*

Please only bring party invitations to school if your child's entire class is invited.

XI. *Visitors / Volunteers*

Visitors must first report to the preschool office before entering the classroom unless they are picking up children with authorization. All Volunteers and outside Therapists that work with a child or children in the preschool are required to comply with our Safe Environment policies and procedures. This requires all volunteers to be CMG compliant.

XII. *Parent / Teacher Conferences*

Good communication between home and school is essential to your child's progress. If at any time a parent desires a conference, write a **note** to the teacher so that you can be contacted for an appointment. Should a concern arise, please contact the teacher involved before discussing the matter with anyone else. Usually, a problem can be solved in a few minutes through direct communication.

XIII. *Holidays*

With some exceptions, Sacred Heart Cathedral Preschool Program will follow the Sacred Heart Cathedral School schedule. Please refer to the School Year Calendar found at the end of this handbook.

SCHOOL CLOSINGS DUE TO WEATHER

School Closings Due to Weather and or illness will be available on the following media:

Sacred Heart Cathedral School website: www.shcschool.org
Sacred Heart Cathedral School Facebook page: www.facebook.com/SHCSKnox
WATE-TV Channel 6
WBIR-TV Channel 10
WVLT-TV Channel 8

1. ***Sacred Heart Cathedral Preschool will not necessarily follow Knox County's early release or closures due to inclement weather; we will follow Sacred Heart Cathedral School closings.***

2. ***If inclement weather begins during the school day***, we will follow the same dismissal/closing schedule as Sacred Heart Cathedral School.

3. ***Delayed Opening***: When SHCS has a one-hour delayed opening SHCP will open at the same time as SHCS which would be 8:55 a.m. When we have a two-hour delayed opening, SHCP will open at the same time as SHCS which would be 9:55 a.m. The entire campus will follow the same schedule.

Parents should have an alternate pick-up plan for a child in the event that school closes during the day due to weather. This plan must be on file in the center.

In case of threatening weather, it is the responsibility of the parent to be tuned to one of the above media outlets for updates about school closings. In the event of a school closing, the parent must begin to implement the appropriate pick-up plan.

1. Make your way to the center as soon as possible if the pick-up is necessary.
2. If you cannot pick up your child, notify your emergency backup people.
3. So that we can better serve your child, please call SHCP only to inform staff of a change in the pick-up plan.

In the event of a school schedule change or closing due to inclement weather or illness, please do not call the preschool office. Depending on the timing of an event, the needed information will be communicated to you by text message and/or e-mail; Facebook posting; and on the school website, www.shcknox.org, in addition to the media listed above.

Communication

Open and clear communication between parents and staff is of vital importance in order to provide the best possible environment for the children. A classroom message board will be displayed daily with important information and notices.

If at any time you have a grievance or concern regarding the SHCP or the staff:

1. Immediately set up a time to discuss it with the staff person involved.
2. If it is not resolved, discuss the problem/concern with the director.
3. If it is still not resolved, contact the principal of Sacred Heart Cathedral School
4. To ensure proper protocol in addressing issues of concern, please follow any verbal communication, with a written summary of the issue.

Fees / Payment and Billing Policies

I. *Program Fee Schedule*

Fees are based on the number of days the child/children attend the program and the pick-up time. The fee listed below is paid in ten payments (for the school year program) and 12 payments if you need summer care. The first payment is due on August 20th (for the school year program and June 20th if you need summer care). The remaining payments are due and payable on the 20th of each month.

2023-2024 Tuition Schedule

Effective 6/1/2023

Infant Program*	Monthly
Full Time	$1123.00
Monday/Wednesday/Friday	$788.00
Tuesday/Thursday	$551.00

**Infant rates are the same regardless of pick-up time. If possible, communicating your intended pick-up time to your child's teacher is helpful for planning purposes.*

Toddler Program

	Pick-Up Schedule	Monthly
Full Time	3:00 p.m.	$934.00
	6:00 p.m.	$1123.00
Monday/Wednesday/Friday	3:00 p.m.	$670.00
	6:00 p.m.	$788.00
Tuesday/Thursday	3:00 p.m.	$475.00
	6:00 p.m.	$551.00

Two-Year-Old Program

	Pick-Up Schedule	Monthly
Full Time	3:00 p.m.	$907.00
	6:00 p.m.	$1091.00
Monday/Wednesday/Friday	3:00 p.m.	$659.00
	6:00 p.m.	$772.00
Tuesday/Thursday	3:00 p.m.	$464.00
	6:00 p.m.	$535.00

Three-Year-Old/PreK Programs

	Pick-Up Schedule	Monthly
Full Time	3:00 p.m.	$778.00
	6:00 p.m.	$902.00
Monday/Wednesday/Friday	3:00 p.m.	$525.00
	6:00 p.m.	$653.00
Tuesday/Thursday	3:00 p.m.	$351.00
	6:00 p.m.	$427.00

We ask all families to utilize the FACTs tuition agreement plan to pay their preschool tuition. Please see the FACTs instruction sheet for more information or contact our Business Office Manager, Janine Juckett at (865) 558-4101 or by email jjuckett@shcknox.org.

II. *Billing*

The Preschool utilizes the FACTS program used by SHCS for automatic payments of tuition. The School Business Manager, Janine Juckett, is the contact for questions regarding your FACTS payment plan. Please contact her at jjuckett@shcknox.org.

Children who are enrolled for the school year are billed in ten (10) equal monthly installments, August through May. Children enrolled in both the school year and the summer programs are billed for twelve (12) months.

Tuition is not prorated for Absences, Vacations, and School Closures for Inclement Weather, Sickness, or Quarantines. All inquiries concerning bills should be addressed to the director. Statements are sent by email during the first part of each month by the Business Office Manager.

III. *Other Fees*

* Application Fee: $35.00 per child for new student applicants.
* Upon acceptance to the program, a registration packet is emailed to the family. It must be returned with a $325.00 materials fee. At registration, the fee will be applied as follows:

$325.00 Materials Fee (yearly)

IV. *Late Payment Fees*

Sacred Heart Cathedral Preschool Program is a self-supporting program dependent on parent fees.

A $10.00 fee is assessed for payment not made by the end of the month in which it is due. We may be unable to continue providing childcare for families whose accounts are more than sixty (60) days past due. If there is a special circumstance preventing timely payment, please notify the director. Your situation will be brought to the attention of the pastor of the Cathedral of the Sacred Heart of Jesus in order to determine how best to assist.

In the case of non-sufficient funds check your account will be charged the amount that we are charged by our bank.

V. *Withdrawal*

A two-week written notice is required to withdraw from the program. No refunds will be given if withdrawn in the middle of the month. If notice is given at the beginning of the month for which tuition has not been paid, you will be charged a prorated daily rate for two weeks following the date the written notice is received.

Sacred Heart Cathedral Preschool
2023 Summer Calendar

May

25	Thursday	Preschool Closed/In-Service
26	Friday	Preschool Closed/In-Service
29	Monday	Memorial Holiday-Preschool Closed
30	Tuesday	Summer Program Begins

July

3	Monday	Fourth of July Holiday-Preschool Closed
4	Tuesday	Fourth of July Holiday-Preschool Closed
27	Thursday	Last Day of Summer Program
28	Friday	Preschool Closed/In-Service
31	Monday	Preschool Closed/In-Service

August

1	Tuesday	First Day of Preschool for Students

Calendar Subject to change

School Calendar
2023-2024

July

27	Thursday	Last Day of Summer Program
28	Friday	Preschool Closed/In-Service
31	Monday	Preschool Closed/In-Service

August

1	Tuesday	First Full Day of Preschool

September

4	Monday	Holiday – Labor Day

October

9-13	Mon.-Fri.	Fall Break

November

22-24	Wed.-Fri.	Thanksgiving Holiday

December

19	Tuesday	Last Day of Preschool Before Christmas Holiday (3:00 Dismissal)
20	Wednesday	Christmas Holiday Begins (Dec. 20 – Jan. 2)

January

3	Wednesday	Preschool Closed/In-Service
4	Thursday	Preschool Reopens
15	Monday	Holiday-Martin Luther King, Jr.

February

16	Friday	Holiday-Bishop's Day
19	Monday	Holiday-President's Day

March

11-15	Mon.-Fri.	Spring Break
28	Thursday	Holy Thursday (3:00 Dismissal)
29	Friday	Good Friday-Holiday Preschool Closed

April

1	Monday	Easter Monday

May

23	Thursday	Last Day of School Year (3:00 Dismissal)
24	Friday	Preschool Closed/In-Service
27	Monday	Memorial Holiday Preschool Closed
28	Tuesday	Preschool Closed/In-Service Open-House (TBD)
29	Wednesday	Summer Program Begins

Calendar Subject to change