

The Shyne School Family Newsletter

JANUARY
FEBRUARY 2017



FROM THE DIRECTOR'S DESK

I hope everyone had a wonderful Winter Break! On January 30th I will pass out **Re-Enrollment forms for current students**. I need parents to update the information sheet (*please double check all the addresses and phone numbers*) and return it to me with your schedule information for Summer and Fall.

Let me know your plans. If the plan changes you give a two week notice to release the spot. Please also return it if you will **not** be attending summer or fall with a **last date of attendance**.

We will continue in house registration for children currently enrolled **through February 15, 2017**. You are guaranteed your current schedule when you re-enroll. *We do not schedule for Tues, Wed, Thurs, because the Monday, Friday opposing schedule is hard for another family.* Please enroll now to get the schedule and space you want in your class for next year. **Schedule changes will be accepted on a first come first serve basis**. This is also the time to register siblings that have not yet attended The Shyne School. March 1st we will open the enrollment spaces up to new families in the community. **I would be very sorry to turn down a current family, so please return the re-enrollment form!!**

We will post a list of Kindergartens the students will be attending next fall from our Pre-K class on the Sunshiner Parent Board.

Please talk to your teacher about what class they recommend for the next year if you have concerns about placement for your child. We use

the WA school cut off date of August 31st to move to the next class. If you want to do Early Entrance into the next class you must have your teachers recommendation.

Students must be potty trained for Stargazers and Sunshiners.

Please feel free to stop in and visit the next class or let me know if you still have questions. We can also schedule a tour if you would like.

The majority of students will move to their **new class in the fall**. We will talk to individual parents if we would like to move your student to the next class in the summer.

VALENTINES DAY—Please feel free to send in cards for your child's friends. Each teacher will let you know your classroom plans for that day. **Do not address** the cards, sign who they are from. This makes it easy and quick for the children to pass out their own cards to all their friends. For Dewdrops send (15) student cards. Teachers are Coleen, Lana and Nancy. **Rainbow send (16) cards. Teachers are Colleen, Janeth and Lexie. Stargazers (26) cards and the teachers are Katy & Luda. Sunshiners have 24 students with Anita and Misuk.** Other teachers your child may want to include are: Pru-

dence (*cook*), Kris (Sub) Beth (sub/ Music).

Parent Communication is very important to us! I hope families feel settled into a routine, if you started school in September. Please remember my door is always open and you can call or e-mail me anytime if you have questions or concerns about anything!!

At this time I am offering tours to new families that are interested in The Shyne School. I may not be available 9:30 to 11:30 if I have two tours scheduled in the mornings, and I transport students to the local elementary schools 8:25 to 9. I want to be available to parents needs so feel free to leave a message for me to call you or send me an e-mail and I will get back to you as soon as possible. Teachers answer the phone when I am unavailable.

To eliminate e-mails in your inbox I post all events and parent education to The Shyne School Facebook page and the blog on our web site. Please remember you can contact teachers or myself to use as a resource if you have a parenting question.

Smile as often as you can!
Katrina Brooke

REMINDERS

SHUT THE DOOR—We are in Woodinville and have little critters that would love to get inside and keep warm. Please help keep them outside, and the heat in, and shut the door to our buildings! Thank you for the help!!

SIGNING IN/OUT—If you need to sign in or out on the back up sheet please sign your name so I can read it. If I can't read your

signature we would not have the needed information in an emergency. I also can not correctly update who picked up or dropped off when making corrections.

PARKING—Wow! It has been busy between 8:50 and 9:20 each morning. Parents can drop off as early as 8:30 AM without an additional charge. If you see the parking

is full please drop off quickly. It is never okay to double park or park at the top of the hill. Please wait at the top of the hill until a spot opens up. **Group time starts at 9:20 AM. We ask that parents have student at school by 9:15 AM.** Please do not walk through the Stargazer class once group has begun. We schedule deliveries and visits to the school after 9:20 AM.

COMMUNITY PROJECTS

The YWCA, transitional housing was very excited to receive our donations this past December. Thank you for all your time, effort and donations that made it so successful!!



SCHOOL BREAKS & TUITION INFORMATION

We are open for Regular Classes on Monday, February 20th for President's Day. **Mid-Winter Break is February 21-24, 2017 and Spring Break will be April 10-14, 2017.** As usual childcare will be available for our **FULL DAY** families, but we will not have class for Toddler/Preschool **Only** (9-11:30 AM) or Toddler/Preschool **Plus** (8:30-12:30/8:45-12:45/9-2:00). This gives us lower ratios in our classes during break weeks. Some days the class groups may be combined and your child may "visit" the class he/she will be moving to next summer/fall.

What this means financially: if you are billed as "Only or Plus" **part-days** from September to June, you receive 180 school days and do not pay for breaks or

closures (based on a 5 day schedule). You will have paid for 180 days when you make your May tuition payments. On June 1st there will be no bill for the first two weeks of June. If you sign up for summer your last two weeks in June will be prorated and billed June 1st. If you want or need, your child to attend during those "break" weeks, you must make arrangements in advance so we can plan for staffing. You will then be billed for the extra days scheduled, since you exceeded the 180 day school year. **So far we have one school day to make up so our last day moves to June 16, 2017, closed Monday June 19th for a teacher work day.** Once we get through winter I will update the calendar official.

For those families that attend **Full Days** your child will attend during the breaks and your bill will remain the same

month to month until you give me your two week termination notice or withdrawal date for Kindergarten. The only days your student is not at The Shyne School is when we are closed. Next holiday is Monday, May 29th for Memorial Day.

I will e-mail all families a tuition summary in February for Jan-Dec 2016!

A Vacation Credit is available to our Full day and Toddler/Preschool Plus families after 4 months of attendance if you are planning on attending summer. You will receive 100% off one week tuition. If you use a vacation credit and do not attend summer, the credit will be reversed. Please notify us in advance of a vacation and request your vacation credit.

Always talk to Katrina Brooke, Director if you have tuition questions!

Taxes: Tuition Summaries e-mailed February. ID# 91-1354888.

TEACHER APPRECIATION!

Each year we show our teachers how much we appreciate what they do for us and our children. This year we are again looking for parents to be in charge of organizing this event. We are looking for a parent from each room and a parent to organize it!

Last year for **Teacher Appreciation Week** parents signed up to bring a breakfast or lunch treat and contributed to the purchase of gift cards. Families can also show their individual teacher their appreciation. **Mark your calendars for May 1-5, 2017** and let Katrina know if you can organize this event or be a room parent!!

PARENT CONFERENCES

From November to January we offer parent conferences. The teachers enjoy sitting down and sharing with parents all the wonderful things your child is doing and learning. If you have not had a chance to meet with your child's teacher I encourage that you talk to her to find out her recommendations for your child class placement for next year.

Aside from the regularly offered conferences parents are always able to set up a conference with their teacher if there are concerns at school or at home. Please use your teacher and myself as a resource!



Open Door Policy

I would also like to invite you to come and visit. We have an open door policy and encourage parents to join us for preschool or enrichment classes so you can see what your child's day is like. RSVP and join us for lunch.

We do not require parent involvement, like parent co-ops do, but we welcome and encourage it! When you are able to see how the children interact and know the other children in your child's classroom you gain a clearer understanding of the group dynamics and the developmental stages they are all going through.

You can find our Parent Handbook, Disaster Plan and Health Policy's all on the Registration Page of our web site www.shyneschool.com