

# Manhattan Christian School



## 2023 - 2024 Kindergarten Handbook

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## **Welcome to Manhattan Christian School!**

We believe that faith, knowledge, and serving others in the name of Christ are all *equally important to educational success*. Our Kindergarten program rewards curiosity, creative thinking, emerging faith, personal awareness, and the unique gifts that God has given each child.

Do you have specific questions about our Kindergarten program? Please feel free to contact our Kindergarten teachers Amy Freed or Mattie Janes at school, or through email [afreed@manhattanchristian.org](mailto:afreed@manhattanchristian.org) or [mjanes@manhattanchristian.org](mailto:mjanes@manhattanchristian.org).

### **OUR VISION**

Manhattan Christian School seeks to:

- Grow together with our students in knowledge, conviction, and maturity
- Create a dynamic vision of Christ's lordship
- Nurture a personal relationship with Jesus Christ that develops a Christ-like love demonstrated to all people
- Inspire each other to strive for His glory in all of life

### **OUR MISSION**

Manhattan Christian inspires students to live God-glorifying lives by teaching Christ's lordship in faith, learning, and living.

### **PORTRAIT OF A GRADUATE**

Manhattan Christian School is seeking to develop lasting characteristics in its graduates. It is our goal that each graduate will:

- Practice godly discernment
- Sacrifice themselves as servant leaders
- Dare to think deeply and take action
- Walk humbly in Christ's footsteps with obedience and joy
- Create in thankful response to our Savior

### **EVERYONE IS WELCOME**

Manhattan Christian is an equal opportunity employer and educator. We do not discriminate against students, their families, or staff members according to race, language, national origin, gender, or disability in our admissions policies, educational policies, employment policies, or practices.

### **RESOURCES**

*Website:* Our website, [manhattanchristian.org](http://manhattanchristian.org), hosts our school calendar, important announcements, and a variety of resources to increase student success.

*Weekly:* Every Friday the school produces the Weekly featuring weekly updates of school activities and opportunities. It is distributed to families through their guardian email and is also available online at the school's website.

*Connections:* The school produces a monthly newsletter that is distributed to all parents/guardians and supporting community members. The Connections features school activities and opportunities. It is distributed through email, print form, and is also available online at the school's website.

*Social Networking:* Manhattan Christian School maintains a Facebook page, Instagram page, and Twitter notifications.

## **KINDERGARTEN LEARNING**

Welcome to Manhattan Christian and the beginning of your child's school and life-long learning experience! Our Kindergarten program acknowledges that each child belongs to God and we are mindful that God wants to shape every phase of a child's life; with all its activities, to His fullest glory. I am excited to meet and get to know you and your child. In order to better understand what Kindergarten Readiness looks like I will explain what a typical day in Kindergarten entails and how children learn, grow, and develop in Kindergarten.

Learning happens in many ways in Kindergarten. There are whole class opportunities where students sit on the carpet and listen to stories, answer comprehension questions, engage in games, and sing songs. Bible, calendar, and handwriting are the main times that students are learning in whole class situations.

During the whole group learning students will work on being able to listen to stories and sit in one place, as well as, listening to directions, be comfortable and confident enough to sing songs and answer questions.

There are other times throughout the day that students will learn and engage in small groups for reading, math, science, and social studies. This small group approach allows the teacher to meet individual students' needs and allows students to learn in their own way and style. The teacher is also able to track and monitor progress on a student's learning.

During the small group learning students will work on being able to listen and understand directions, being able to sit for 10-15 minutes, sharing relevant ideas, writing their name independently, and being able to work with peers.

While some students are engaged in small groups, the rest of the class completes different learning centers independently or with a partner, the choice is left up to them! These learning centers enhance students' learning experiences through play. They are filled with manipulatives, puzzles, books, games, and other instructional tools.

During this time students will work on being able to listen and understand directions & expectations, being able to hold and use various writing instruments to draw/write/cut/glue, work with peers in a kind and safe way, share ideas and understanding, take turns with the materials and toys, put simple puzzles together, copying letters/shapes/numbers, put away the centers in the appropriate way, and be respectful to teachers/peers who are working in small groups.

In Kindergarten we have three recess times (not including if your student arrives to school in the morning with enough time to go outside). Recess is a wonderful time where students can get fresh air, play freely, and run around. Playing outside and doing physical activity during the day will help your child focus better and build healthy bones and muscles.

During recess students will work on being able to use the bathroom independently, independently taking off and putting on outer clothing (snow pants, boots, coats, hats, gloves), putting on shoes (Velcro or laces) independently, and using the playground and equipment in a safe and respectful way.

## **GROWTH & MATURITY**

Students learn many new things in Kindergarten.

### **Throughlines**

*By the end of Kindergarten, a child...*

- Will know the story of creation, fall, redemption, and restoration
- Will learn how to be a community builder, beauty creator, idolatry discerner, God worshiper, servant worker, image reflector, beauty creator, creation enjoyer, order discoverer, and earth keeper

### **Bible**

*By the end of Kindergarten, a child...*

- Actively listens to Bible stories
- Asks and answers questions about Bible stories
- Repeats Bible verses with the class and individually
- Makes applications of what we learn to self
- Says short prayers on their own

### **Reading**

*By the end of Kindergarten, a child...*

- Asks and answers questions about stories
- Retells stories
- Identify characters, setting, and events in stories
- Understands what authors and illustrators do
- Recognizes and makes rhymes
- Follows words from left to right, top to bottom, page by page
- Recognizes and names all upper and lowercase letters

- Produces all letter sounds
- Recognizes some common words on sight, such as a, the, I, said
- Identifies beginning, middle, and ending sounds of words

## Writing

*By the end of Kindergarten, a child...*

- Uses drawing, dictation, and writing for a variety of texts/pieces
- Responds to questions to strengthen writing
- Understands/uses questions words
- Prints upper and lowercase letters
- Produces complete sentences
- Capitalizes first word in a sentence
- Recognizes and names punctuation
- Uses phonemic awareness and letter knowledge to spell and write words
- Separates words using spaces

## Math

*By the end of Kindergarten, a child...*

- Knows & compares numbers
  - Counts to 100 by ones and tens
  - Writes 0-20 & represents with objects
  - Understands the relationship between numbers and quantities
  - Counts to answer “how many” of up to 20 things
  - Identifies groups of objects as greater than, less than, or equal to
  - Compares numbers 1-10
  - Understands place value for numbers 11-19 (tens & ones)
- Understands addition & subtraction
- Solves addition & subtraction word problems through 10
  - Breaks numbers less than or equal to 10 into pairs (example:  $4=2+2$  and  $4=1+3$ )
  - Fluently add and subtract within 5
- Measurement
  - Describes the length and width of objects
  - Compares objects height
  - Classify objects and count the number of objects in the categories
- Geometry
  - Analyze, compare, create and compare two and three dimensional shapes

## Science

*By the end of Kindergarten, a child...*

- Compares & designs ways to test the effects of forces & interactions of motion on objects (push & pull)
- Describes ecosystems & interactions within the ecosystems (animals, plants & their environment)
- Understands weather & climate and can make observations about the sun's

- energy
- Classify dinosaurs and compare their similarities & differences using measurement

## **Social Studies**

*By the end of Kindergarten a child...*

- Can describe various US holidays and give reasoning for why we remember these holidays
- Knows rules about sharing, taking turns and other aspects of good citizenship
- Know basic map skills (legend, globe, directions)

## **Technology**

*By the end of Kindergarten, a child...*

- Can identify major hardware components (keyboard, monitor, mouse)
- Logs on to the school network with generic credentials
- Correctly holds a mouse and accurately manipulates a mouse pointer
- Can click, right-click, double-click, lasso, scroll, and drag & drop (mouse functions)

## **Speaking/Listening**

*By the end of Kindergarten, a child...*

- Participates in conversations in small and large groups
- Follows rules for discussion (listening to others, taking turns)
- Asks questions for clarification and/or help
- Answers questions
- Describes familiar people, places, things, and events
- Speaks audibly and expresses thoughts, feelings, and ideas clearly
- Actively listens and responds appropriately
- Demonstrates command of the conventions of standard English grammar and usage when writing or speaking

## **Social Behavior**

*By the end of Kindergarten, a child...*

- Displays self-control
- Demonstrates respect for self, others, and property
- Accepts responsibility for own actions
- Works cooperatively
- Participates in class activities/discussions
- Listens to others
- Shows kindness to others



## **Work Habits**

*By the end of Kindergarten, a child...*

- Follows 2-3 step directions
- Asks for help when needed
- Organizes time wisely
- Stays on task for the duration of an activity
- Works independently
- Organizes time, tasks, and materials
- Shows a growth mindset when trying new things

## **Self-Care**

*By the end of Kindergarten, a child...*

- Packs and unpacks backpack independently at the beginning and end of the day

## **Motor Skills**

*By the end of Kindergarten, a child...*

- Cuts with scissors appropriately
- Uses glue in appropriate amounts
- Is appropriately able to trace letters/numbers pictures
- Is properly producing letters and numbers on lines with appropriate spacing
- Will hold art supplies and pencils with proper grip

## **SUPPORTING A CHILD'S SUCCESS**

What can parents do to help their child during their Kindergarten year?

- Reading to your child every day is one of the best ways to help your child succeed. It is suggested to read at least 20 minutes a night. As the year progresses you will notice your child point out words they know and will eventually start reading to you!
- Kindergarten learning is very important. We want your child to have a great start! Please take advantage of the home learning opportunities that come home in your child's folder.
  - Kindergarten students must be taught to be responsible for carrying messages to and from school. We will help facilitate this by sending a pocket folder home each day.
  - Any money sent to school should be placed in a sealed envelope and properly labeled with your child's name, the teacher's name, and the purpose for the money.
  - Reports and records are kept for each child during the school year. You

will be notified of your child's progress through written reports and conferences.

- See that your child gets plenty of sleep every night. A child's ability to fully participate in school, and benefit from learning activities, depends on whether or not they are well rested and alert.
- Have your child carry their backpack independently. Please be sure the backpack is large enough to hold a lunch box, snow pants, boots, gloves, hat, folder, extra clothes (seasonally and dress code appropriate) in a ziplock bag, and library books.
  - Everything that comes to school should be labeled with your child's name: Coats, boots, shoes, etc.
  - Toys from home are not allowed unless it is their day for show and tell to prevent losing or damaging items.
  - Each child will need clean, unmarkable PE shoes with their name on them that will be kept in their locker all year. These will also be used for indoor shoes in the wintertime. Appropriate PE attire is required for PE. Girls need to wear pants and no sandals or flip flops.
- Please let us know ahead of time if parents, guardians, or other guests are coming to visit to lessen disruption during our learning times.
- If you have any questions please contact the classroom teacher through SeeSaw, email, or call the school at 406-282-7261.
- Please do not send your child to school sick. Colds, respiratory infections, and stomach viruses are very contagious and may be a forerunner of a more serious illness. Before students return to school they should be free of fever/flu symptoms for 24 hours.
  - Please do not ask to have your child stay indoors at recess, except upon doctor's orders with a note explaining the reason. Fresh air and play are necessary for good health.
- Call the school or teacher if there is anything you do not understand. Remember, a child is limited in their ability to accurately describe or properly relay what happened or what is needed.
- Please remember: each student's success depends on how well they have been emotionally prepared for school. Guard your attitude. If you are fearful and worried about a new school situation, your child will sense your uneasiness and may also become anxious. But if you take the attitude that experience represents a positive opportunity that brings happiness and joy, your child will look forward to attending school.
- We believe that as we come together in prayer and faith, God will help us to be successful. May God bless our efforts to honor Him and join his Kingdom work.

“May the favor of the Lord our God rest on us; establish the work of our hands for us — yes, establish the work of our hands.” Psalm 90:17

## SUPPLY LIST, ROUTINES & POLICIES

### Kindergarten Supplies

- One hard case pencil box (so it can be disinfected when needed)
- Two packs of 10 Crayola broad line markers
- Eight glue sticks
- One pair of scissors
- One bottle of Elmer's glue
- One pack of 12 Crayola colored pencils
- One pack of 24 Crayola crayon set
- Two black expo markers- THIN
- Water bottle (one they can open easily)
- Two composition notebooks
- One paint shirt
- One set of watercolor paints
- One box of #2 Ticonderoga pencils
- Backpack - needs to hold a lunch bag, shoes, snow pants, hat, gloves, folder, library books
- One pair of non-marking, clean tennis shoes- worn for inside school & for PE (will stay inside locker everyday) (velcro unless child can tie shoes independently)
- Extra clothes - including socks & Underwear in a labeled bag
- Two large boxes of Kleenex
- One container of antibacterial wipes

### In Case of Illness

In order to keep your child and our teaching staff as healthy as possible, children must not attend school when they are ill. By keeping your child home, you'll help prevent the spread of illness, and give your child time to recover and gain full strength. If your child becomes ill while at school, he or she will need to be picked up as soon as possible. We have a sick room available, but it is not nearly as comforting as being home in familiar surroundings. If your child has any of the symptoms listed on this page, they must remain at home until the symptoms are non-apparent for 24 hours. If an antibiotic has been prescribed, they must be on the medication for 24 hours before returning to school.

- Fever over 100 degrees – A fever this high is usually a sign of infection.
- Cough or sore throat – Either of these could be signs of contagious infections. A persistent deep, hoarse, or raspy cough should be examined by a doctor. A sore throat may be detected by a lack of interest in eating, drinking lots of water, or complaining.
- Vomiting and /or diarrhea – Children should not return to school until 24 hours after the last episode of vomiting or diarrhea.
- Runny nose – Thick yellowish or greenish drainage is usually a sign of an

- infection and your child should be examined by a physician.
- Rashes – Some rashes are highly contagious and difficult to diagnose. Unknown skin rashes should be referred to a physician.
  - Eye drainage – If eyes are draining, red, or itchy, they may be infected and contagious.
  - One-on-one care- If your child is not feeling well and requires one-on-one care, they should remain home.

### **Medicine**

If your child requires medicine during the school day, please send a note with the medication giving the school permission to administer it on your behalf. Please send clear instructions for time and dose to be given. Instruct your child to give the medicine to the teacher as soon as he or she arrives at school. For your child's safety, as well as the safety of other children, medicine cannot remain in your child's lunch pail.

### **Newsletter**

Every Friday a newsletter will come home in your child's folder and posted in our classroom SeeSaw App containing important dates, information, and learning targets for the following week.

### **Arrival/Dismissal**

Drop off is between 8:00am-8:10am at the elementary doors. Students will put away their belongings and head out to recess so we are ready for our day to start at 8:10 am. Before 8:00 am, there are preparations and meetings teachers need to attend so the classroom doors will not be open and the teacher will not be able to supervise unattended students.

Our school day ends at 3:20 pm. Students will be outside waiting to be picked up. Students riding the bus will be walked to their assigned bus until students can do so independently. If at any time your child's travel arrangements change please contact the office or send a message on SeeSaw to inform the teacher of the change. If students are not picked up by 3:30 pm they will be taken down to the office while they wait.

### **Daily Snack**

Please send your child with two snacks and a water bottle to school each day. Students are given a morning snack period and an afternoon snack period.

### **Breakfast and Lunch**

Breakfast, hot lunch and PB&J sandwiches are available everyday for students to take. Milk is also available. Each week the school will provide online ordering links for both our breakfast and lunch options. Please fill these out to help our kitchen staff with accurate counts.

### **Take Home Folders**

Folders will go home every night and will need to be handed in every morning to practice responsibility. In the left pocket will be items to be left at home and the right pocket will be for items that need to come back to school. All classroom work and home learning opportunities will be sent home in this folder.

### **Home Learning Opportunities**

On Fridays students will have the opportunity to show you what they are learning. It may be in the form of a game, a short worksheet, a book, or some other kind of activity. These are a way for you to see what your child is learning about and a chance for your student to engage their learning with you. At the beginning of each reading unit students will receive new “Tricky Words.” Practicing these words at home will encourage students and help them to get the most out of their reading!

### **Recess**

Please be sure students are prepared for Montana weather! If there is even a chance of snow please send students to school with the appropriate gear including a coat, snow pants, boots, hat, and gloves. It may also be helpful to send an extra pair of gloves along, if you are able.

Students are allowed to leave their snow pants in their lockers overnight if you would like. Labeling clothing items can help when finding misplaced items. I strongly encourage you to label their gloves as many students have similar ones!

### **Dress Code**

- Personal hygiene is important. Hair should be neat and clean.
- All students should wear shoes or closed-toe sandals.
- No advertising of tobacco, alcoholic beverages, or inappropriate, obscene or suggestive slogans should be worn or displayed.
- Tank tops and halter tops are not appropriate for school. No bare midriffs, no spaghetti straps or sheer tops are allowed.
- No hats should be worn indoors.
- Modest shorts and skirts are permissible, but should be at least mid-thigh in length.
- Leggings are allowed provided that the top extends coverage well past the waistline.

## **Birthdays**

We love to celebrate birthdays!

Students will take home an “All About Me” activity to fill out to tell us all about themselves on their special day. Students are also invited to bring their favorite book to class for me to read. As a parent, you are more than welcome to send birthday treats! Please be aware of any allergies that may be present in the class. I encourage you to send healthy treats along.

If you will be having a private birthday party, please be aware that the school is unable to distribute party invitations.

## **Field Trips**

When planning field trips I will be asking for parent volunteers! Please consider if you would like to volunteer as a chaperone during one of our field trips.

## **Bus Policy**

Children are expected to ride their assigned bus unless the teacher and the bus driver receive a written notice that other arrangements have been made. All children will be placed on their assigned bus unless we receive written notification. Written permission is also required if a child is to be released to someone other than his or her parents/guardians. This policy is enforced for your child’s safety. Children often misinterpret directions and plans. Your cooperation is greatly appreciated.

## **Library Procedure**

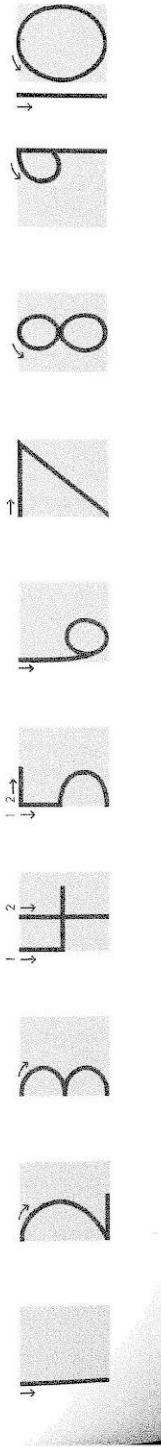
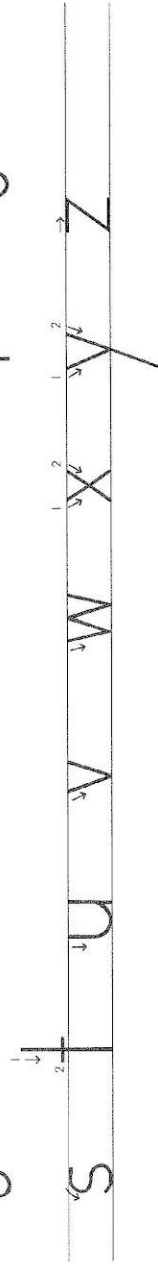
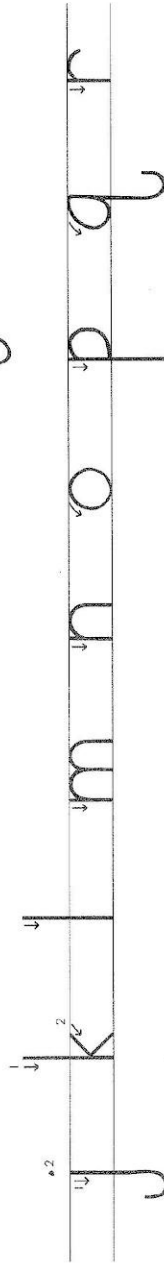
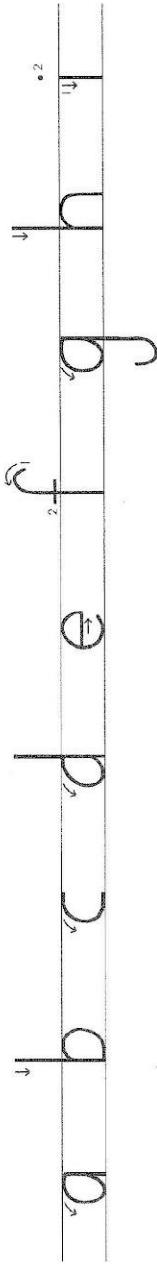
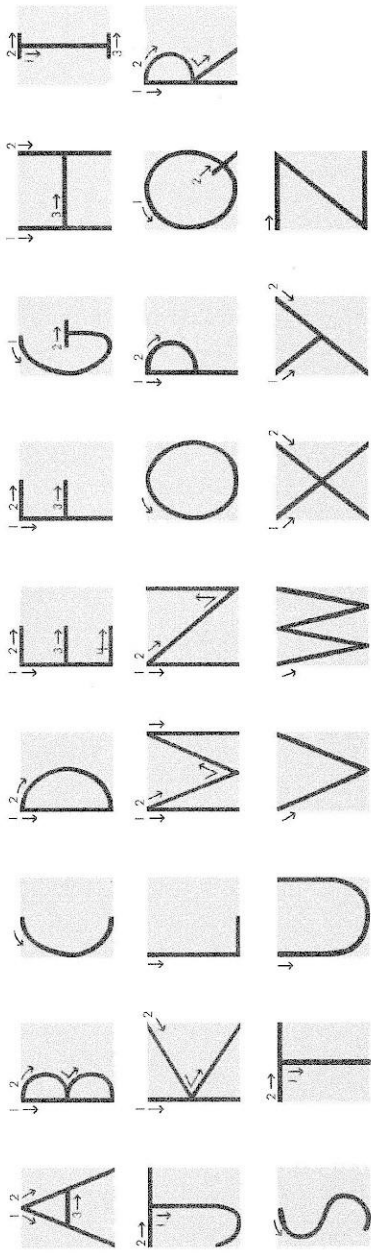
After the children are taught how to care for books, they are allowed to borrow library books each week. Borrowed library books must be returned to the kindergarten teacher rather than the library itself.

## **Handwriting**

Included in this packet is a reference guide for proper letter and number production. Please remember the key points of practicing handwriting:

1. Always start letters and numbers at the top
2. Proper pencil grip- three fingers with two tucked in for a ride.

Handwriting Without Tears®





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