



# Kindergarten Welcome Packet

**Mr. Massoglia &  
Mrs. Swiston**

**Helpful Questions**

**Things We Will Be  
Learning**

**Classroom Management**

**Communication Folders**

**Class Celebrations**

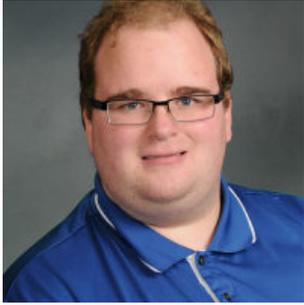
**School Supplies**

**Our Lady of the Lake  
School**

715-682-7622

[www.ourladyes.org](http://www.ourladyes.org)

## A Note from Mr. Robert Massoglia; Kindergarten Teacher



Welcome kindergarten families to Our Lady of the Lake Catholic School! My dream has always been to teach our younger students. My classroom is a caring and loving place where all students are respectful to one another. This will be my 3rd year of teaching at Our Lady of the Lake School. I graduated from Northland College in 2015 with a major in Elementary Education and a minor Social Studies. I have worked with all ages of children and really enjoy teaching kindergarten. Join me in making this year the most memorable year for your child. Please contact me at my school email [bmassoglia@ourladycs.org](mailto:bmassoglia@ourladycs.org) or 715-685-1733. I look forward to working together to ensure your child has a happy and successful school experience.

~Robert Massoglia



## A Message from Mrs. Betty Swiston; Principal



I welcome you and your child to kindergarten at Our Lady of the Lake Catholic School. My belief is that each child attending OLL School is a blessing. Our school offers a high-quality education in a faith-filled environment by a knowledgeable and licensed staff. Our family-friendly, Christ-filled atmosphere promotes a loving, caring, and nurturing educational environment. As principal, serving the students of OLL School and their families is both an honor and a responsibility I take very seriously. If I can answer questions or provide you with more information about our fabulous school, please feel free to contact me:

**Email: [principal@ourladycs.org](mailto:principal@ourladycs.org) or phone 715-682-7622.** Students of all faiths are welcome! I look forward to serving your family as a partner in education.

### Helpful Questions and Answers

#### How often does my child attend Kindergarten?

- Every day - Monday thru Friday

#### Drop off and Pick up at school:

Morning Drop off time: 7:45am – 7:55am **SCHOOL STARTS AT 8:00 AM**

*Teacher supervision is provided on the playground during this time.*

- No students are allowed before 7:45 am.
- Parents are asked not to drive through the canopy or stop at the bus loading/unloading zone/drive through area in the parking lot. Please park in the designated parking spaces and escort your child through the parking lot to/from the school.

After School Pick up time: 3:10pm – 3:15pm

*Teacher supervision is provided in the North Entrance during this time.*

- No one is allowed on the playground unless there is parental supervision after busses leave.
- Everyone waiting for a ride (either from the bus or a parent) must wait until dismissed from the teacher. No exceptions!
- Parents should park on the east side of the parking lot and come near the building to pick up their child after the busses leave. No child will be allowed to cross the parking lot during this time without an adult to escort them due to safety issues.
- Parents need to notify the school either with a note or phone call if another person/family is picking their child at dismissal.
- Parents are asked not to drive through the canopy or the bus loading/unloading zone.

## PICK UP BY CAR

- Pick up will be on the North side parking lot. For their safety, students are not allowed to cross the parking lot alone. Please come in to pick them up at the north entrance doors.
- If someone different than usual is picking up your child, please send a written note in your child's folder, contact the school by email, or call the school office as soon as you know about the change

## PICK UP BY BUS

- If your child rides the bus you will need to contact Lake Shore Buses 715-682-3669 for him/her to be added to the bus route. Please also notify the school if your child will be taking the bus.

## What is the procedure for dropping off my student late or picking them up early?

It is a duty of the school to insist upon regular attendance. The loss of even one day may be detrimental to a pupil's progress, particularly in the primary grades. **Please notify the school office anytime between 7:30 a.m. and 8:30 a.m. if your child will be late for any reason or absent due to illness or an appointment. (Please remember to call or email the school to notify the office that your child will be out for the day prior to 8:30am or it is considered an unexcused absence and the truancy laws go into effect if we don't receive any communication from the parents)**

Being to school on time is important for establishing a good work ethic for life. Please see that your child arrives on time for the beginning of the day. The morning bell rings to start school is at 8:00am with a second bell at 8:10am to be ready to learn. Students should be at their desks and ready to start the day by 8:10am.

A student is considered tardy if they are not in the classroom or under the supervision of the teacher at the time of the 8:10am bell. Tardy students must stop at the office before going to class. Excessive amounts of tardiness can also inhibit learning. Please have your child at school on time.

After School Care: Our Lady of the Lake Catholic School offers After School Care. It is available starting at 3:10p.m. until 5:00 p.m. It is a fee for the program grades PreK-2<sup>nd</sup> grade. Registration forms are available in the school office.

## What meals can my child eat at school?

Breakfast is available daily as an option for students. We serve a grab and go style breakfast as they enter the building at the beginning of the day as the 8:00 bell rings.

Costs are \$1.65 per meal or \$.30 for reduced eligible students.

Hot lunch is available daily as an option for students.

Costs are \$3.15 per meal or \$.40 for reduced eligible students.

Cold Sack lunch from home. Students can purchase a milk \$.40 per carton.

Our Lady of the Lake takes part in the free and reduced federal hot lunch program. Free or reduced meals are available to the children of qualifying families. Applications are available at the school office and are also sent home to all families during the first week of school. You may apply at any time throughout the year.

### **Will my child have a snack/milk break at school?**

Milk Break/Snack. Your child will have an afternoon milk break. If it is your child's birthday, they may bring a snack to share. Cupcakes are allowed for birthdays!

Milk break fees are \$.25 per day. The milk break has no cost for those qualifying for free or reduced hot lunch.

### **Food Service Payments**

Invoices will be sent to families for food service, tuition, preschool and afterschool care costs.

### **What are some of the activities my child will be involved in during the day?**

- Reading, Religion, Math, Spelling, Writing, Handwriting, Science, Social Studies, Art, Computers, Library, Music, Recess, and Physical Education. Every Wednesday at 9:00am we attend School Mass in the Church, parents and/or other family members are invited to attend.

### **Is there homework?**

- Yes, your child will have homework Monday-Thursday. Nightly reading for 10 minutes is part of homework. A reading log will be sent home to be returned daily with the classroom folder. Other homework will include practice of skills that we are doing: writing letters, numbers, counting, cutting, etc... I will communicate through the classroom weekly newsletter for homework practice.

### **How do I know what is happening in the classroom or at School?**

- Please contact me if you have any questions or concerns. I send home a weekly classroom newsletter and Mrs. Swiston emails a school monthly events newsletter. There is also an event Google Calendar on our school website [ourladycs.org](http://ourladycs.org)
- Option C is our online system for the school. Please use it to communicate with me and to check on missing assignments. You can access it through the school website. Please contact the office for login help.

## **Things We Will Be Learning**

Language--spell words, read words, and write sentences.

Phonics--letter names, letter recognition and letter sound.

Mathematics--numbers, patterns, shapes, directions, adding, subtracting, money, telling time

Social Studies--citizenship, families, neighborhoods, careers, other countries, cultures, and people

Science--plants, animals, our planet.

And so much more!



## Classroom Management

I believe that while your child is at school, he/she should be allowed to enjoy being a child. I also believe that students are capable of following classroom rules and respecting the teacher and one another. It is my goal to create a classroom environment where we are a faith-filled Christian community, caring for one another, and encouraging each other to do our best.

The use of praise, recognition, rewards, and special privileges to encourage your child to do his/her very best will be used. Should some behavioral concerns arise, I will communicate that behavior with you, so we can work together to improve the situation.

I have a color-coded behavior chart. Each color indicates a specific behavior level. The highest level is “purple” and it means that your child is “doing awesome”. Every child will start each day on “pink” and it means that your child is “ready to learn.” After learning the color system and class expectations, should an inappropriate behavior occur, the following color changes will take place:

- **Step 1- Blue** – Warning
- **Step 2- Green** – Lose 5 minutes of recess – parent note
- **Step 4- Orange** – Lose 10 minutes of recess – parent note
- **Step 5- Red** – Student will be sent to the Principal’s office, after school detention and a parent meeting

## Communication Folders



A daily folder will be given to each student to use for communication. The folder will be used for sending home the weekly newsletter, behavior log, reading log, homework, corrected papers and other notes from school. Please make sure you check your child’s folder each day.

The folder also gives me a chance to recognize a student's awesome achievements, or alert families of any concerns. You can also send notes to me or the school through the daily folder.

## Class Celebrations

Throughout the year there will be classroom celebrations. There will be parties for Halloween, Christmas, Catholic Schools Week, Valentine’s Day, 100<sup>th</sup> Day, Dr. Seuss Day, Lent/Easter, Week of the Young Child, and End of the Year celebrations. Parents are encouraged to volunteer for the celebrations. I would welcome your help with planning, setting up, assisting with activities, and clean-up that is involved with our celebrations.

## School Supplies

- 1 water bottle
- 1 set of headphones (not earbuds)
- 1 pair of Non-marking gym shoes
- 1 book bag / backpack
- 1 set of extra clothes to be kept in locker (put in gallon zip-lock bag, works great)
- 1 rest mat
- 1 sweater/sweatshirt to keep in locker
- 1 box of pencils
- 1 pink erasers
- 4 glue sticks
- 1 2-pocket folders
- 2 box 24 count crayons
- 1 box of washable colored markers
- 4 black fine point expo markers
- 1 plastic pencil box (not a bag)
- Last names A – M ... snack ziploc bags
- Last names N – Z ... gallon ziploc bags

**No scissors... No rulers... No notebook**

