



Head Start Program

Fleming County
Family Transition
Handbook
2019-2020

Gateway Head Start would like to thank you for participating in the Head Start program and hope that your child leaves our program with the school readiness skills that he/she will need to help them to become a successful adult.

Gateway Head Start Staff



Director of Early Childhood

Martina Roe

Kayla Gray Teacher
Diana Porter Teacher
Tammie Evans Teacher
Leigh Newdigate Teacher
Kelly Wright Teacher
Ciera Weaver Floater
Tammy Fryman Floater
Hazel Davis Family Service Advocate

Traci Alex Teacher Assistant
Jamie Carver Teacher Assistant
Ashton Jackson Teacher Assistant
Tiffanie Conley Teacher Assistant
Shyanna Jones Teacher Assistant
Glenda Potts Floater
Dina Harmon Family Service Advocate
Michelle Withrow Area Coordinator

The purpose of this packet is to provide families that are moving from our Head Start program to Kindergarten with valuable information. We work in collaboration with the school district to promote a smooth and seamless transition. A clear understanding of policies and expectations of the district will avoid anxieties that often accompany change. We encourage you to carefully review the packet in order to be well informed as your child moves to the next phase of their education.

Thank you for being a part of the Head Start program and we wish you and your family success in all your future endeavors.

A child's mind is not a container to be filled, but rather a fire to be kindled.~ D.Brandle

Board of Education 606-845-5851

Superintendent

Brian Creaseman

Special Education Coordinator

Tiffanie Lane

Ewing School Staff Directory

606-267-2601

Ewing Principal

Samantha Franke

Teacher Assistants

Lisa Rigdon
Shannon Littleton

Family Resource/Health Staff

Kara Mitchell

Fleming School Staff Directory

606-845-9871

Fleming Principal

Kristen Manning

Guidance Counselor

Tammy Cowan

Family Resource Staff

Candi Dales

Teacher Assistants

Sondra Burrell
Terri McKee
Brandi Brooks
Debbie Roberts

Transportation Director

Greg Emmons

Director of Pupil Personnel

Carrol Thompson

Kindergarten Teachers

Jill Bradley
Brooke Rickey

Guidance Counselor

Natalie Leet

Assistant Principal

Kevin Sanders

Health Unit Staff

Cathy Seals

Kindergarten Teachers

Teresa Montgomery
Katelyn Harvey
Mandy Singer
Joy Story

Ward School Staff Directory

606-876-2061

Ward Principal

Terra Greer

Health Unit Staff

Delores Rigdon

Kindergarten Teacher

Allison Chaney

Guidance Counselor

Natallie Leet

Family Resource Center

Rebecca McGinnis

Teacher Assistant

Sandy Drake

Hillsboro School Staff Directory

606-876-2251

Hillsboro Principal

Mark Leet

Health Unit Staff

Delores Rigdon

Kindergarten Teacher

Amanda Logan

Guidance Counselor

Natalie Leet

Family Resource Center

Rebecca McGinnis

Teacher Assistant

Carol Hamilton

**Fleming County School District Calendar
2020-2021**

This calendar is subject to change

Thursday August 6 th	First day for students 
Monday September 7 th	Labor Day Holiday
Monday October 12 th - 16 th	Fall Break
Monday November 2 nd	Flex PD No School
Tuesday November 3 rd	Election Day – No School
Wednesday November 25 th -27 th	Thanksgiving Break
Monday December 21 st - January 1 st	Christmas Break
Monday January 18 th	Martin Luther King’s Birthday Holiday
Monday March 29 th - April 2 nd	Spring Break
Friday May 14 th	Last day for students

Ewing Elementary Daily Schedule

7:00 - 7:30 Drop off, and buses will release at 7:25

7:30 - 8:00(M-W) Students have breakfast in their classroom /bathroom break

8:00 – 8:25 (TH – Fr) Students eat in the cafeteria with their classroom/bathroom break

8:00 – 8:30 – 10:30 Instructional Time (depending on the day)

10:30 – 11:15 Lunch

11:15 – 11:50 Recess

11:50 – 3:00 Instructional Time and Specials (gym, music, art, library)

3:00-3:10 Get ready for bus pick up

3:10 First bus leaves and pickups are called

(pickups are in the front loop and buses on the side)

School begins at 7:30 am, and starting at 7:31 am students will be counted tardy. Breakfast and parent drop off begins at 7:00 and ends at 7:30.

If you are transporting your child to school you must drop him/her off at the front door, and drop offs are not allowed in the bus lane or at the side of the building. If your child arrives after 7:55 you must sign the student in at the front desk where he/she will receive an excused or unexcused slip.

Early duty is in the gym from 7:00-7:25 and the classrooms do not open until 7:25. The front door is locked on a daily basis from 8:00 – 3:00. Pickups at the end of the day start after 3:00, and students will go to the library until their names are called to be picked up. Late duty is until 3:30, and students picked up before 3:00 are counted tardy.

You will receive a Parent-Student Handbook at the beginning of the school year where this is outlined more clearly.

Fleming Elementary Daily Schedule

7:30-8:15 Students eat breakfast in the classroom
8:30-11:00 Instruction Time
11:00-11:20 Students eat lunch in the cafeteria
11:30-3:00 Instruction Time
3:05-3:30 Dismissal

Ward Elementary Daily Schedule

7:00-7:30 Parent drop off time
7:15-7:20 Bus drop off
8:10-8:40 Breakfast
8:45-10:45 Instruction Time
10:50-11:20 Lunch
11:30-3:10 Instruction Time
3:20-3:30 Parent pick up
3:40 Buses load

Hillsboro Elementary Daily Schedule

7:00-7:30 Parent drop off
7:25-7:35 Buses unload
7:35-7:55 Homeroom time, unload backpacks, and morning work
7:55-8:15 Breakfast
8:20-11:30 Instruction Time
11:30-12:00 Lunch
12:00-12:30 Recess
12:30-2:10 Instruction Time
2:10-3:00 Specials
3:05-3:25 Instruction/get ready to dismiss
3:25 Dismissal

Food Services

Breakfast and lunch will be served. Students have 30 minutes for breakfast and 45 minutes for lunch. The school participates in the federal government free or reduced food service program. The program is for children from families whose income makes them eligible for the meals. Free or reduced food service application will be mailed to each family in July and enclosed with a self-addressed stamped envelope.

Parents/guardian must complete the application and mail it back as soon as possible preferably in July. If an approved application is not on file at the school, parents will be responsible for payment of the child's meals.

- Breakfast Student - Free Adult-\$ 2.50 Extra Milk-\$.40
- Lunch Student- Free Adult -\$3.75

If your child has a food allergy a doctor's excuse is required in order to place this information in the computer and make necessary accommodations.

School Nurse

A registered nurse is stationed at each school. She provides immunizations, physical exams, first aid treatment, screening, and tender loving care to students who do not feel well or had an accident. Parents must sign a **Permission to Treat** or **Medical Release** form before the school nurse may administer first aid to your child.

Site Based Decision Making Council (SBDM)

The council meets once a monthly, time will be announced. The meetings are open to the public and **parents** are encouraged to attend.

Family Resource Center

What is a Family Resource Center?

The FRC was established through the Kentucky Education Reform Act (KERA) to create bridges between schools, the community and the family. The program is funded through the state, and the amount of funding is based on the number of eligible for free meals at each school. However, once a center is established, all children may receive services.

Services provided through FRC

- JumpStart / Open House / Kindergarten Orientation-A time for students and parents to meet the teachers and school staff
- Referrals for health and mentalhealth services. Pathways therapist will be available for mental health needs
- Substance Abuse Prevention
- Violence Prevention
- Kids first dental van will provide eligible students with screenings, sealant, and fillings
- Parent Education Programs
- Student academic tutoring
- Referrals for child care and other community resources
- Lending Libruary-libruary of children's books, videos, and parenting books
- Preventative Health Information
- Basic Needs Assistance
- Clothing-FRC keeps clothing on hand for students that may require a change of clothes during the day
- Summer Learning

Kindergarten Supply List for Ewing Elementary School

- 1 box of tissues
- 1 boxes of baby wipes
- 1 pair of headphones (no earbuds)
- 3 boxes of 8 count crayons (do not send 24 count - only 8 regular colors)
- 1 1-in white binder with pocket on front (clear sleeve on front of binder)
- 1 BLUE plastic pocket folder
- 1 pair of kid scissors
- 1 packages of 4 or more Expo Markers (black only)
- 1 2-pack paper towels
- 1 book bag that will hold an average size folder (no little books bags or book bags on wheels)

Wish List - we appreciate these items if you can donate them

- 1 package of cardstock (we use tons of this throughout the year)
- 1 bottle of hand-sanitizer
- Extra headphones
- Extra Expo Erasers

Kindergarten supply list for Fleming Elementary

1 large book bag without wheels

12 glue sticks

2 boxes of crayons (box of 24)

1 tan pillowcase (these will be used for a costume)

2 plastic folders with 2 pocket folders with brads. 1-yellow, 1-green, (write your child's name on the inside of each folder)

1 composition book (hard cover not spiral notebooks)

Clorox/Lysol wipes

1 pkg. of magic erasers

1 clip board

1 plastic regular size pencil box

1 pkg. of 24 pencils

1 long pink eraser

1 pkg. skinny dry erase markers

1 small pair of headphones NO earbuds (place in a zip lock bag with child's name on the bag)

Boys only-1 pack of construction paper, and 1 roll of paper towels

Girls only-1 box of zip lock type baggies (any snack, quart, or gallon size)

Optional items-pkg of manilla file folders, Crayola markers, colored pencils, Clorox/Lysol wipes, hand sanitizer, or any extra from the supply list.

Special Class supplies:

Music: 2 glue sticks, or 1 box of 24 crayons

Library: 2 glue sticks, or 1 box of 24 crayons

NO SUPPLIES NEEDED FOR WARD OR HILLSBORO ELEMENTARY SCHOOLS

25 Things

Your child needs to know before entering kindergarten

- Say his/her name
- Identify specific body parts (wrist, heel, chest)
- Stand on one foot
- Walks backwards heel to toe
- Identify primary and secondary colors
- Draws shapes
- Draw detailed person
- Print name (first and last)
- Count in order to 30
- Count objects
- Identify uppercase letters
- Identify lowercase letters
- Write uppercase letters
- Write lowercase letters
- Puts things away after use
- Open doors
- Stay on task for at least 20 minutes
- Feed himself/herself with utensils
- Dress himself/herself without assistance
- Play well with others
- Understand that books are read left to right
- Read words
- Distinguish fact from fiction
- Retell stories

All children who are 5 years of age on or before August 1st are eligible for kindergarten.