

# Francis T. Bresnahan Elementary School

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Preschool & Kindergarten  
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July 25, 2017

Dear Incoming Families,

I am so excited to welcome you and your preschooler and/or kindergartener to the Bresnahan School in the fall. I hope this letter finds you well and enjoying the beginning of the summer. I am writing today with important updates about screening, reminders about upcoming tuition payments, information about volunteering, and some save the dates for later in the summer.

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## Early Childhood Screening



Thank you for attending our preschool and kindergarten screening on June 16th. The purpose of preschool and kindergarten screening is not to test how much your child knows, but rather to get a basic understanding of your child's developmental readiness as they prepare to start preschool or kindergarten. Our screening encompasses a quick snapshot of your child's self-care, cognitive, communication, gross motor and fine motor skills.

Screening helps us to learn a bit more about your child and may help us to determine if your child may need any additional support in the classroom as we know that early intervention is the most effective. If there are any concerns that we have about your child based upon his/her screening, I will be in touch to discuss those with you prior to your child beginning in the fall. Otherwise, please know that your child's screening indicated that he/she fell within the expected range for his/her age in all developmental areas.

If you were unable to attend screening in June, we will be contacting you to set up an appointment for Tuesday, September 5<sup>th</sup>.

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**The first tuition payment is due on August 1<sup>st</sup>** in accordance with the tuition payment schedule attached to this email. Please review the tuition amount for your child's program in the attachment and pay in alignment with the payment schedule you selected when submitting your promissory note. Please note that there is no tuition fee for the Half-Day Kindergarten Program. Also, families receiving financial assistance should have received notification of their annual rate. If you have any questions

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about your tuition rate or payment schedule, kindly contact my administrative assistant, Lori Morasse, at [lmorasse@newburyport.k12.ma.us](mailto:lmorasse@newburyport.k12.ma.us) or at (978) 465-4431, ext. 3125.

The Newburyport Public Schools has set up on-line tuition payments through Uni-Pay Gold.: <https://unipaygold.unibank.com/Default.aspx?customerid=1077>. **All tuition payments for the 2017-2018 school year must be paid on-line.** Only electronic checks and credit cards will be accepted for tuition payments. If you have not already done so, please take a moment to set up an account with Uni-Pay Gold and **make your first payment by August 1, 2017**. Thank you!

**Please note that we do not send bills out each month;** rather, we will send basic reminder emails leading up to the beginning of each month stating that tuition is due. A new feature in Uni-Pay Gold enables customers the ability to set up a payment schedule plan which will automatically make deductions in accordance with your payment schedule. We strongly encourage all families to use this new feature. You may also find it helpful to set up your own personal calendar with a tuition reminder/alert and embed the Uni-Pay Gold link into your reminder message.



We greatly appreciate the support of parent volunteers throughout the school year. We recognize parents as vital contributors to our school community who enhance our programs and have a strong impact on our offerings. We encourage all parents to consider volunteering in some capacity during the school year. There are many ways to become involved whether it is helping out in your child's classroom, helping to prepare for a special event, or chaperoning a field trip. State law requires that all volunteers complete a **CORI form** in order to volunteer in your child's classroom. Many parents were able to complete their CORI application during screening. If you were not able to do so, please see the volunteer attachment provided in this email that provides step-by-step directions for how to complete one.

Additionally, the Newburyport School Committee policy requires any volunteer who has direct and unmonitored contact with children to be **fingerprinted**. This generally occurs in two instances:

1. If you are chaperoning a field trip; or
2. If you are a lunchroom volunteer and will be bringing children out to the playground. Note: Parents who volunteer in the classroom DO NOT need to be fingerprinted, as there is always another adult present.

This new policy was implemented during the 2014-2015 school year. At the preschool and kindergarten level there are several field trips throughout the year, beginning in the fall. If you are interested in chaperoning a field trip, I strongly encourage parents to book an appointment this summer to be fingerprinted as it sometimes takes a while for us to receive the results and we will need parents available to chaperone some of our fall field trips. Attached is more information about how to book an appointment. Massachusetts has contracted with MorphoTrust for fingerprinting and you may

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make an appointment on-line at the website: <http://www.identogo.com/> to complete the fingerprinting at one of the local fingerprinting locations. The nearest two locations are in Haverhill and Methuen.

This is the first of several communications that you will receive throughout the summer. In mid-August, I will be in touch with information about teacher assignments, opening schedules, bus transportation, and much more. Additionally, your child's teacher will send a welcome letter after teacher assignments are released with information about themselves as well as basic supplies that your child may need. From experience as a parent of children who have attended the Newburyport preschool and kindergarten programs, I will pass along a tip if you are shopping for backpacks. Although your child is still small, I strongly encourage you to buy a **large or full-size** backpack provided that it is not too large for them to carry. During the winter months your child will be bringing snow pants, hats, mittens, boots and a change of shoes almost daily and you are going to need a backpack that can accommodate all that gear! Please also refrain from purchasing backpacks with rolling wheels as we have found that they are difficult for small children to manage.



Here are a few tentative dates that I would like to put on your calendar as the school year approaches:

<b>Friday, August 18<sup>th</sup></b>	<b>Teacher Assignment Notifications Emailed to Parents</b>
<b>Tuesday, August 22<sup>nd</sup> @ 6:00 PM</b> <i>*in the Bresnahan Gymnasium</i>	<b>Parent Information Night - 6:00 PM</b> for Incoming Preschool and Kindergarten Parents <b><i>*This evening is for parents only and not child-centered</i></b>
<b>Thursday, August 24<sup>th</sup></b> <b><i>*Rain date- Friday, August 25<sup>th</sup></i></b>	<b>Preschool and Kindergarten Clipper Fun Day!</b> <ul style="list-style-type: none"> <li>• Meet other families</li> <li>• Have fun on the playground</li> <li>• Meet our Mascot "Clipper the Sea Dog!"</li> <li>• "Touch a Bus"- find a seat on the big yellow school bus</li> <li>• Explore the Cafeteria! Sit at a table, sit in a booth, set up your lunch accounts</li> </ul> <b>Times: TBA</b>
<b>Thursday, August 31<sup>st</sup></b>	<b>Parent and Student Meet and Greet/Visitation Day</b> <ul style="list-style-type: none"> <li>• Meet your child's teacher</li> <li>• Explore the classroom- find your cubby, participate in classroom activities, tour the school,</li> <li>• Review classroom procedures</li> </ul>
<b>Tuesday, September 5<sup>th</sup></b>	<b>Make-up screening appointments</b> <b><i>*By appointment only</i></b>
<b>Wednesday, September 6<sup>th</sup></b>	<b>1<sup>st</sup> Day of School for preschool and kindergarten students</b>

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More information about the above events and dates along with specific times will be sent home in a few weeks.

I am here throughout the summer, so please feel free to contact me or stop by to say hello. I will be on vacation from July 24<sup>th</sup>-28<sup>th</sup> and August 7<sup>th</sup>-11<sup>th</sup> but can be reached by email at [asullivan@newburyport.k12.ma.us](mailto:asullivan@newburyport.k12.ma.us). You may also find updates and information on the school website at [www.newburyport.k12.ma.us/bresnahan](http://www.newburyport.k12.ma.us/bresnahan). Summer office hours for the preschool and kindergarten office are from 7:00 a.m. - 2:00 p.m. daily. It is my goal to ensure that your family feels welcomed as you begin at the Bresnahan School. Please always feel free to ask questions, offer suggestions, or bring forward any concerns.

Have a wonderful summer!

Warmly,

Amy B. Sullivan

Amy B. Sullivan  
Principal of Early Childhood