



John Knox Cooperative Preschool

School: 925-828-2887 Registration: 925-413-4636

www.jkcp.org

Welcome to John Knox Cooperative Preschool!

Welcome! Each month you'll receive our newsletter with school information and upcoming dates. The newsletter will also be posted on the entry door at school. The next newsletter will be in October. If you have questions or suggestions about our newsletter, please contact Marcie Johnson, JKCP board secretary, at marcie.johnson@me.com or (925) 658-0287.



President's Message

I would like to welcome all the new and returning families to John Knox Cooperative Preschool. The parent board and staff have already been hard at work over the summer planning a fun year and we can't wait to share it with you and your children!

This will be my family's fourth year at JKCP. My daughter Julia is a JKCP alumni and will be starting First Grade while my son Miles will be in the Pre-K class this year. We have enjoyed all of our time at JKCP and are especially excited to be here this year as the school celebrates its 50th Anniversary. A big celebration is the works for Spring and we hope that many alumni will be able to join us along with our current students.

I would like to thank the parent board for all the hard work that they have been doing throughout the summer. There are many great events to look forward to including our Parent Orientation Dinner on Wednesday, August 17th and our Fall Festival and Silent Auction on Thursday, October 6th. These events could not be possible without help from all of our parents and we greatly appreciated all you do!

The Parent Orientation Dinner is a mandatory meeting for at least one parent from each family. The meeting has important information for both new and returning families. During the meeting we will walk through the classroom and discuss instructions for parents when working in the in the class. You will also have the opportunity to sign up for your Fall Festival Shift, pay your activity fee and first month tuition and purchase spirit wear. We will also have a potluck dinner and a great raffle.

The Fall Festival and Silent Auction is a fun event for the whole family and also our biggest fundraiser of the school year. Please invite your friends and family for food, children's games, a bounce house, train, photo booth and of course our amazing silent auction. There are always many wonderful things to purchase that have been donated from the community and of course priceless teacher baskets and class projects as well. This is truly a fantastic event for all of our families and staff.

Speaking of our staff, we have an amazing group of teachers who are with our children through these formative years. Leslie James is our Director and teaches in all of our classes. Her kindness and warm spirit are felt by children and parents alike. Alice Richards has been a teacher here for 9 years and will begin her first year as Assistant Director this year. She is always a great listener for the children and very encouraging. Teri Judin will be entering her 5th year teaching with us. Her sons attended JKCP and she was a parent board member as well. Ann Harper will begin her 3rd year with us. She has previously been a sub at JKCP and has taught preschool in the tri-valley for many years. We have a new teacher joining us this year. Courtney Corkery has children that are JKCP alumni and she also served on the parent board. We are very excited to have her join the team!

John Knox is such an amazing place for our children to learn and grow. It is also a wonderful and supportive community for our parents. I truly believe that this is a unique experience that we are so fortunate to be a part of. I am looking forward to an unforgettable year and to meeting all of you at the Parent Orientation Dinner.

Sara Powers
JKCP President

Orientation Dinner

Welcome to John Knox Coop Preschool!! The mandatory orientation dinner is scheduled for **Wednesday, August 17th from 4:15-8:00pm** . An invitation has been sent via mail in early August with specifics of the night. Please read thoroughly to not miss any details.
We look forward to seeing you all there!!

From the Teachers

Get ready for a fun and colorful year here and JKCP !
The Coop experience of parent participation enriches our school and nurtures new friendships as well. (and helps keep our costs down). For me it provides a wonderful opportunity to get to know you parents as well as your children. You will see firsthand how our curriculum integrates play, learning, academics and social and emotional development and makes us such a wonderful school.
We like to say “everything you need to know you learn in preschool”. I am a director in the classroom so please feel free to ask any questions as they come up. Looking forward to seeing you at the orientation and to a great 50th year of “Shining Bright”

Mrs. James
Director

Welcome JKCP families!

Whether this is your child's first school experience, or you are a returning family, we know this will be an exciting and very important year for your child. Being part of a co-op can prove to be an extremely rewarding experience for your children and you alike. Our program is creative, challenging, and fun! I'm excited for this new school year and am looking forward to seeing you all very soon!

Mrs. Richards
Assistant Director

Welcome both new and returning John Knox Coop families!

I am so excited to see your children in a couple of weeks!! Being a part of this coop family has been such an enriching experience for me. absolutely love being a part of this amazing school where both teaching and learning is creative and fun. I can't wait to start the school year as I know there are many wonderful things in store for your children. See you all soon.

Teri Judin
Teacher

Welcome back to school! After a nice long break it is fun to look forward to smiling faces at preschool. I love being part of JKCP and am excited to see our returning families and meeting new ones, who will soon become part of the JKCP family. When school starts, we will be busy having fun! We will be playing, creating, thinking, imagining and making new friends. Thank you for working so hard to make JKCP what it is, and I look forward to seeing you and your children very soon!

Mrs. Harper
Teacher

Welcome! I am so excited to be back at JKCP, this time as a teacher. I cannot wait to meet the children and families that make our school so special. I am looking forward to playing, building, creating, singing, and learning with you and your child/children.

Courtney Corkery
Teacher

Medical Forms

Deadline Reminder: All registration forms are due to Tracy Hong JKCP Vice President, no later than August 15, 2016.

This includes the following forms:

- Physician's Report (form 701) for your child and a history of immunizations.
- Parent's Health Report (form 503) a record of parent's TB test and results.

These forms can take up to several weeks to be completed, depending on how your doctor's office processes them.

Anyone who plans to work in the classroom (mother, father, grandparent, etc.) must have a 503 health form and a current TB test on file at the school. If you are a returning family, we will move your 503 from last year to this year's file if the TB test was done in the 2014-2015 school year. You

need to have a TB test done every two years. If your child has a summer birthday and you are waiting for an appointment and therefore have not yet submitted the Physician's report, please email Tracy Hong @ Tracyannhong@gmail.com to let her know your appointment date. State licensing requires that we have a 701 in your child's file before he/she can come to class in August.

Fall Festival

JKCP's fun annual event has grown over the years from a group of JKCP families gathering for fun and ice cream decades ago to a fantastic evening full of fun and fundraising with a silent auction, delicious food, and games for the entire family. It seemed appropriate that the name of the event should reflect more than just a ice cream, and it is now called our Fall Festival. This year, our annual Fall Festival will take place on Thursday, October 6, 2016 from 4:30 to 8 p.m. Join us at our Winnie the Pooh and Friends themed night with fun carnival games, a clown, a bounce house, and activities for all ages, including a train ride. Returning by popular demand, a photo booth. Parents are sure to enjoy our Silent Auction with exciting items and great deals to bid on.

Dinner will be catered again by El Molino's delicious Mexican food, and there will be treats such as popcorn, cotton candy, and ice cream. Nothing Bundt Cakes and our generous families provide Bundtini's, a treat that sells out quickly, so get yours before they're gone. This is our biggest fundraising event for the school. It helps keep our tuition low, families connected and continues to give our kids wonderful opportunities. All preschool families' help by manning a shift during the event (**mandatory**). We thank you in advance for your participation and efforts in making this year's Fall Festival a success!

Our silent auction is an amazing array of items that JKCP families and local businesses donate. We appreciate any donation that your family or company is able to provide, such as sports & concert tickets, craft items, trade services, cabin & vacation rentals, gift cards and products (i.e. toys or craft kits) to complete baskets. We can wrap up your items in an attractive basket if you don't have one. Your empty baskets for the auction items are also appreciated. Please contact Tracy Hong, our Ways & Means chairperson, at waysandmeans@jkcp.org for any questions. Thanks!

We will be collecting new and clean gently used Happy Meal toys to be used as game prizes at the Fall Festival. Please save them and watch for more information about when and where to drop them off. Please invite your friends and family to join you and your little ones to a fun evening at the Fall Festival and help make this event a great success.

Monthly tuition fees for the school year 2016-2017 are:

3AM Class: \$1,750/annual – broken into 10 payments of \$175/month.

4AM Class with Kindergarten Readiness: \$2,150/annual – broken into 10 payments of \$215/month.

Pre-Kindergarten Afternoon Class: \$2,750/annual – broken into 10 payments of \$275/month.

We are fortunate to have successful fundraisers throughout the school year, and this directly affects the reasonable fee we charge our families.

Tuition is due by the first of each month. A late fee of \$25 will be assessed if payments are received after the seventh. If you are going to be out of town when tuition is due, please make arrangements to ensure your payment is received on time. Returned checks are also subject to a fine of \$30. After a second returned check, future payments must be made by cash, money order, or cashier's check.

If there are unexpected financial circumstances that present a hardship to individual families, Mrs. James can be consulted and special arrangements can be made.

We are pleased to accept tuition payments monthly, by semester (Fall/Spring), or in full. As an incentive for paid in full tuition or by semester (2 payments), we will have 2 drawings and award a gift certificates to the lucky winners at the orientation. Additional details will be provided at the Orientation Dinner.

Please remember to **bring your checkbook or credit card to the orientation dinner**, as you will be visiting several stations for payments and donations which will include the September tuition, raffle tickets, spirit wear and the one-time supply/activity fee. (Breakdown by class as follows)

3AM class will be \$90 for the year

4AM class with Kindergarten Readiness will be \$125 for the year

Pre-Kindergarten Afternoon class will be \$155 for the year

Please contact Shelley Berger, Tuition Chair by email: tuition@jkcp.org if you have any questions or concerns.

Class Times

Class Days Times

3 AM Tuesday & Thursday 9:00 am – 11:30 am

4 AM Monday, Wednesday & Friday 9:00 am – 11:30 am

PreK Monday - Thursday 12:20 pm – 3:15 pm

Please Submit Your Photos

Did you know that JKCP creates a photo album for each school year? We collect photos from parents and staff all year and maintain them in an album available for everyone to see. It's a fun way to record some of the wonderful happenings in your child's class throughout the year. So, don't forget to bring your camera to the classroom on the days you work and to social events at the school!

When you have photos you want to share, here are two ways to do it:

1. Download your photos onto either of the 2 thumb drives located in the publicity box or ask Mrs. Richards for a thumb drive.
2. You can also email your photos to me, Heather Hamby, at publicity@jkcp.org.

Donations

Donations are greatly appreciated! Items currently needed include:

Disinfectant Wipes (Clorox or Lysol)
Swiffer Wet Jet Cleaner bottles and pads
Swiffer dry pads
Gallon size zip lock bags
Sandwich size zip lock bags
Black sharpie markers medium tip
Small glue sticks

Communications & Website

Check out the JKCP website at www.jkcp.org . The website has information regarding programs, tuition, registration, curriculum, facilities, staff, parent endorsements, photos of the school, and ways to email the school. You will also receive regular email updates regarding class activities and school business.

Find us on the internet –

- Like us on [Facebook](#) .
- Check us out on [Yelp](#) .
- Connect with us on [Linked In](#) .

Maintenance

Our Maintenance Chair, Kristy Mayhood has begun scheduling maintenance hours for parents for the upcoming school year. It is required that each family perform 6 hours of maintenance over the course of the school year per child in addition to helping in the classroom. We do our best to match you with your preferences from the yellow sheet you submitted with your registration but please keep in mind that all tasks must be completed and your contributions make our school function the way we need it to. You will be hearing from Kristy shortly regarding your maintenance hours. If you have any questions, please contact her at maintenance@jkcp.org .

Upcoming Dates

2016-2017

August 17th Orientation Dinner 4:15-8:00pm

August 18th 3AM class meet and greets (short visit set up by the teachers)

August 19th New 4AM and New PreK meet and greets (short visit set up by the teachers)

August 22nd First day of school for 4AM and PreK

August 23rd First day of school for 3AM

No School Labor Day

October 6th No School – Fall Festival

October 7th No School – Day after Fall Festival

November 11th No School: Veterans Day

November 23rd – 27th No School: Thanksgiving Holiday

December 21st - January 1st No School: Christmas Vacation

January 18th No School: Martin Luther King Day

January 25th No School: Teacher work day

February 15th No School: President's Day

April 4th - April 8th No School: Spring Break

Tuesday May 23rd Last Day of 3AM class

Wednesday May 24th- graduation in the morning for 4AM class

Wednesday May 24th graduation in the afternoon for PreK class