

**MILTON PUBLIC SCHOOLS
MILTON, MASSACHUSETTS**

PACKET 1 of 2

INFORMATION PACKET

**Kindergarten Information Night
January 23, 2018**

Enclosed in this packet is the following information:

- Contact Phone Numbers
- Full-Day Kindergarten Questions & Answers
- Transportation Information
- Milton Community Schools – Before & After School Programs and Vacation Camps
- Milton Food Services Program
- School Year Calendar

**This packet is for you to keep and
does not need to be returned.**

The Milton Public School system does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, gender identity, transgender status, gender transitioning, age, national origin (ancestry), disability, pregnancy/parenting status, marital status, sexual orientation, homelessness, or military status, in any of its programs, activities or operations. These include, but are not limited to, admissions, equal access to programs and activities, hiring and firing of staff, provision of and access to programs and services, as well as selection of volunteers, vendors and employers recruiting at the Milton Public Schools. We are committed to providing an inclusive and welcoming environment for all members of our staff, students, volunteers, subcontractors, and vendors. The following person has been designated to handle inquiries regarding the non-discrimination policies: Asst. Superintendent for Curriculum & Human Resources, 617-696-4812

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CONTACT INFORMATION

Superintendent's Office – 617-696-4808

Special Education – 617-696-5040 ext. 5572

- Tracy Grandeau, Administrator of Pupil Personnel Services

Collicot Elementary School

- Holly Concannon, Principal – 617-696-4282

Cunningham Elementary School

- Jonathan Redden, Principal – 617-696-4285

Glover Elementary School

- Karen McDavitt, Principal – 617-696-4289

Tucker Elementary School

- Elaine McNeil-Girmai, Principal – 617-696-4291

Student Registration / Transportation Director

- Jane Barrett – 617-696-4470 ext. 5510

Family Outreach Liaison

- Marti McKenna– 617-696-5040 ext. 5588

Nutrition Services

- Jackie Morgan, Director – 617-696-5040 ext. 5514

Community Schools

- Pamela Dorsey, Director – 617-696-5040 ext. 5544

visit www.miltonps.org for more information.

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FULL-DAY KINDERGARTEN Q&A

January 2018

What is Full-Day Kindergarten?

- Full-Day Kindergarten (FDK) is a program that is offered for a full school day in the same manner as the other elementary school grades.
- Just as in other grades, children's school experiences are guided by state and local standards.

FDK class size averages 20-23 children with a full time teacher and a part-time educational assistant. The daily schedule is predictable yet flexible and responsive to children's needs.

Why Full-Day Kindergarten?

National research tells us that children who participate in FDK programs compared to those in half-day kindergarten programs:

- Learn more in literacy and mathematics over the kindergarten year
- Exhibit more independent learning, classroom involvement, and productivity in work with peers
- Have parents who report higher levels of satisfaction with their children's schedule and curriculum
- Have a 17% to 55% reduction in being held back a grade
- Have a reduced need for Title I services by 50% to 90%.

Current State & Local Trends:

- 90% of school districts in Massachusetts offer full-day kindergarten.
- 99% of 2017-18 kindergarteners participated in full-day kindergarten in the Milton Public Schools.
- The School Committee's first priority is to "narrow proficiency gaps and raise expectations for all students."
- Full-day kindergarten is essential to increase the performance of all students.

What is a co-taught kindergarten class?

- A co-taught class is one that includes a combination of students with disabilities and typically developing students.
- Co-taught classes are taught by two teachers--a general education teacher and a special education teacher. Class size averages are 16-18 students.
- Special education services are provided in the classroom to the maximum extent possible while maintaining a curriculum that meets the FDK state standards.

Is the co-taught kindergarten class a part of the Full-Day Kindergarten program?

- Yes, the co-taught kindergarten classes are full-day kindergarten programs.

Will a half-day kindergarten program continue to be available?

- Yes, parents may still choose a half-day kindergarten program for their children.
- Due to low enrollment in the half-day option, half-day students may be assigned to full day classrooms and attend for only the morning part of the day.

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What school will my child attend?

- Full-day kindergarten is offered in every school.
- Children will be assigned to schools based on the elementary street listing and the elementary student assignment policy, both of which can be found on the Milton Public Schools website at www.miltonps.org.
- Some students, particularly those who register late, may be assigned outside of their home school to balance class sizes across the district.

Will before and after school programs be available?

- Yes, the Milton Community Schools provides both early school arrival (ESAP) and after-school extended day (ASE) programs which are located in every elementary school building. Information about these programs is available on the www.miltoncommunityschools.org website and will be available at the kindergarten information nights and kindergarten screenings.

TRANSPORTATION

Kindergarten students who live outside traditional walking distance (2 miles) to their assigned school are transported without charge.

Please note: Since bus routes are school specific, bus registration forms with appropriate bus stop information will be mailed out with school assignments in May 2018.

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OUT-OF-SCHOOL TIME PROGRAMS

Milton Community Schools A Self-Supporting Department of Milton Public Schools

25 Gile Road Milton MA 02186 617 696 5040 x5544

Mary Gormley Superintendent of Schools

Pamela Dorsey Program Director

www.miltoncommunityschools.org

pdorsey@miltonps.org

Since its inception in 1980, Milton Community Schools has grown to meet the need for out-of-school activities by providing safe, enriching, affordable learning opportunities that complement the school day. Community Schools is a self-supporting department of Milton Public Schools and all programs are supported entirely by tuition fees.

Before school (ESAP) and after school (ASE) programs operate at all 4 elementary schools, eliminating the need for transportation between sites.

Early School Arrival

Operating from 7:00 am until school starts

When a parent's day starts earlier than Milton Public Schools does, children can join ESAP for an early start to their school day. It is an affordable option for parents and a valuable transition to the school day for students. ESAP opens at 7:00 am at all schools and runs until the school day begins.

After School Enrichment

Operating from school dismissal until 6:00 pm

ASE begins at the end of the school day and is open until 6:00 pm. Kindergarten ASE students are offered various age-appropriate activities each day. Students in grades 1 & up can take part in homework hour as well as art and crafts, science, gymnastics, music, sports, competitive and cooperative games, brainteasers, creative writing, cooking, karate and other activities. ASE not only serves families of working parents by providing a safe, stimulating space for their children when parents are not at home, but also provides a "neighborhood of friends" that is increasingly rare in our busy society.

ASE enrollment is flexible, allowing participation on any or all days per week until 4:30, 5:30 or 6:00pm.

2017/2018 ASE Tuition Scale

(fees may be updated for the 2018/2019 school year)

Days per week	Monthly Tuition		
	Until 4:30	5:30	6:00
1	\$38	\$52	\$62
2	64	91	112
3	91	132	168
4	116	168	223
5	148	212	280

Families can pay in monthly installments. Siblings of students paying \$168 or more monthly attend for half price. Tuition assistance is available to needy families; for applications see:

www.miltoncommunityschools.org

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ASE and ESAP Registration information will be mailed to all incoming kindergartners in early July. Please register online in July to start on the first day of school. Additional registrations are accepted throughout the school year. ESAP and ASE begin the first day of school. Registration information and forms will also be available online at www.miltoncommunityschools.org beginning in July.

Early Release Day Program

Operating from mid-day dismissal until the start of ASE

Several times per year the Milton Public Schools dismiss at mid-day for parent-teacher conferences and teacher professional development. MCS offers programs at each school that complete the regular school day. The cost is \$20 per ERDay. Email notifications of upcoming ERDays are sent to all elementary parents and include online registration details.

December, February and April Vacation Camps

MCS operates camps during each of the school year vacations. Camps are held at the Cunningham School and at the Tucker School and operate 8:30 am – 3:30 pm, with 7:00 am early drop off and after camp fun until 6:00 pm also available. Past camps have included bowling at Cunningham Lanes, Gym Games, seasonal arts and crafts projects, visits from Storyteller Diane Edgecomb, trips to the Eagan Center swimming pool, and popcorn movie days. Costs average \$40 per day, depending on the activity. Vacation Camp flyers are emailed to parents approximately 3 weeks before each vacation, and online registrations are accepted until 10 days before each program starts.

Please visit the MCS website for information about current and upcoming programs:

www.miltoncommunityschools.org

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ELEMENTARY CAFETERIA PROGRAM

All of our Elementary Schools have adopted a computerized Point of Sale payment system for all school meals purchased in the cafeteria.

We are encouraging every student to use his/her own personal cafeteria account. Students line up for lunch by homeroom and are asked to tell the cashier their full name. It is strongly recommended that all students use their prepaid food service accounts, as this will make the lunch lines move faster and ensure the security initiative implemented by the Elementary School Administration. Even occasional breakfast/lunch buyers are being encouraged to open an account. Breakfast is served in all of our schools twenty minutes before school begins.

We encourage parents to deposit money into the student's food service account. Monies paid into a student account can be used for the purchase of breakfast and lunch meals, additional entrees, milk and snack. (We will be limiting one snack per day for each child in elementary school) We will only be accepting cash at the end of the line. Please include the student's full name and grade on the check in the memo section or envelope so it is deposited into the correct account. This system allows students to charge only if there is money in their account. The cost of lunch is \$2.00 and includes milk.

We now have online payment. Our website is www.myschoolbucks.com you can view your child's transactions and sign up for a low balance email alert. This account will stay with your child throughout his/her entire time at Milton Schools. You will be given an eight-digit unique ID number which will be needed to set up the initial account. Money will appear in your child's account as soon as you receive your confirmation email that your payment was accepted.

If your student has qualified for **free or reduced** price lunches or breakfast, this information is securely contained within the system and the meal will be processed just as it is for all other students. There is no need to be concerned for a potentially uncomfortable situation for the student.

We will have locked mailboxes in each school's main office for parents and or students to drop off their checks. We will also have a locked mail box in the cafeteria. We are encouraging all students to deposit their checks in these boxes before the start of lunch so all money will be on account before the start of lunch. This helps keep the breakfast and lunch lines move smoothly.

We offer breakfast each day at all of our schools. The cost is \$1.25 and includes milk, unless a student qualifies for the free or reduced meal program.

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Features of the Computerized System and Benefits for Parents and Students

- When the account is prepaid, you can be sure that your student is only using that money for nutritious lunches/breakfasts served in our cafeteria and one snack per day.
- Lunch is defined as a choice of entrée, milk choice, and up to four side dishes of fruit and vegetables available to all students.
- Prepaid accounts for all students allow parents to deposit money in their student's account, in any amount, at any time, and not have to be concerned with giving their student the exact change every morning.
- For those students receiving free or reduced meals, their meals will be rung up as all the other meals are. No one will know whether they are receiving a free or reduced meal or debiting their account, except for the cashier. Children who pay a reduced fee or would like to purchase snacks are also encouraged to pre-pay.
- Lunch lines move faster when meals are prepaid, thus providing students extra time to enjoy their lunch.
- Parents can pay any amount at any time. We strongly suggest that all families use our on line payment system at www.myschoolbucks.com and sign up for low balance email alerts. Those paying by check may deposit checks in the locked mailboxes located in the main office and the cafeteria before the start of the meal. You are only charged for the lunches/breakfasts that are debited to your student's ID academic eligibility number. All student ID numbers are confidential.
- Pin Pads are located at every terminal for our middle and high school students; they provide ease of use and allow for quick transactions.
- Prepayment allows for better security than cash.

PREPAYMENT OPTIONS

- **The most preferred payment is online at www.myschoolbucks.com. You will need your child's eight digit ID number to set up the initial account. This account will remain the same throughout your child's entire stay at Milton Schools. Please sign up for a low balance email alert.**
- Parents/guardians may send in prepayment monies at any time. We recommend that you send in checks rather than cash. Money orders will also be accepted but please put the child's full name on the front of the MO. All monies should be submitted in the locked mailboxes.
- Regular lunches cost \$2.00. Breakfast costs \$1.25. Reduced breakfast is free and reduced lunches cost \$.40 each.
- Checks are to be made payable to **Milton School Food Service Program.**
- When sending prepayment, **please include the student's entire name on the face of the check.** Please indicate the student's name and grade on any envelope. Please note that we discourage cash payments.
- **If you have any questions, please do not hesitate to call the Food Services office at 617-898-1051.**

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Dear Parents:

The Milton Public Schools Food Service Department is excited to provide parents a convenient, easy and secure online prepayment service to deposit money into your child's school meal account at any time. This service also provides parents the ability to view your child's account balance and set up a low balance email alert through a website called Myschoolbucks.com.

By having money in each child's account prior to entering the cafeteria, we find the lunch lines move along much faster so your child has more time to eat and be with friends. Also, parents will have the ability to print out a copy of their child's eating history report. This history report will show you all dates and times that your child has purchased a breakfast and or lunch within the past thirty days.

To access these services please note:

- Simply go to the web site at www.myschoolbucks.com.
- From this site you will create your account and add money to your child's school meal account. All you need is your child's name, student unique eight-digit ID number and school ZIP code. The instructions listed on the next page will guide you through the easy online account set up process.
- If you have more than one child in the District, you can handle all online prepayments from the same online account.
- Payments may be made with a major credit or debit card. Debit card and e-checks could take up to six days to post to your child's account.
- In order to use the online prepayment service, a small convenience fee for each transaction will be assessed to cover the bank fees. The convenience fee is \$2.49 per deposit transaction. Parents placing money into multiple meal accounts will only be assessed the \$2.49 fee once per deposit transaction. The Milton Public Schools will not profit from the use of this site.

We are very excited to offer these new services, in direct alignment with the District's Strategic Plan to make communications a priority, and are confident this new system will benefit you, your child and our District. However, if you choose not to take advantage of the online prepayment service you may continue to make advance payments via check, which should be made payable to the Milton School Food Service Program. Please write your **child's full name** on the check.

If you have any questions about these new services, please feel free to contact my office at 617-898-105.

Sincerely,
Jacqueline Morgan
Director of Food Services
jmorgan@miltonps.org

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Registering for MySchoolbucks.com

- You will first need your child's student ID number; you will receive your child's unique ID in June 2018 and again the week prior to school. You will not be able to load funds on your kindergarten child's account until mid August. They need to be entered into the MPS school database before funds can be added.
- Go to the website www.myschoolbucks.com.
- Click **Sign Up** and enter the required information.
- Click **Finish** to complete the initial registration process.

Add Students to Your Family Account

- When you log in, you will be taken to the homepage.
- Click **MyKids** from the main menu OR from the blue navigation bar above.
- This is a listing of the students in your account. It will be empty on your first visit to the site.
- Click **Add Child** and enter the required information.
- Click **Add** (next to your child's name) to continue.
- Click **Add Child** to repeat the process for additional children.
- NOTE: Your child's transaction history report will not display information during the initial account set up process.

How to Make a Deposit

- Click **Deposit Money** located next to **Add Student**.
- Enter an amount in the **Deposit** column next to your child's name.
- If you have more than one child, enter the amount you wish to deposit into the column next to each child's name. DO NOT deposit money for your entire family into ONE child's account. Each child has his/her own account.
- Click **Calculate**.
- Click **Make Deposit**.
- Click **Pay Now** when finished.
- Click **Pay** once again to finish the process.
- You should receive a confirmation email each time you make a deposit.

Please remember that credit card transactions will be immediate to your child's account but e-checks and debit cards may take up to six days to post to your child's account.

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