

# WELCOME TO UPK

## Saint Anselm Catholic Academy

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# Saint Anselm has four UPK classes

- ▶ **UPK 1 - Teacher: Mrs. Relyea, Assistant Teacher: Mrs. Caputo**
  - ▶ 1<sup>st</sup> Floor, Room 103
- ▶ **UPK 2 - Teacher: Ms. Paez, Assistant Teacher: Mrs. Marrero**
  - ▶ 2nd Floor, Room 207
- ▶ **UPK 3 - Teacher: Mrs. Perez, Assistant Teacher: Mrs. Ingravallo**
  - ▶ 2nd Floor, Room 210
- ▶ **UPK 4 - Teacher: Mrs. Brazelton, Assistant Teacher: Ms. Lopiano**
  - ▶ 2nd Floor, Room 211
  - ▶ **Ms. Dempsey, Floating Assistant Teacher**
    - ▶ Students who are late will be escorted to their class by Ms. Dempsey

# UPK Class

- ▶ **Each class has a Qualified Teacher**
  - ▶ Required educational credentials
  - ▶ Fingerprint approval
  - ▶ Up-to-Date medicals
- ▶ **Each class has an Assistant Teacher**
- ▶ **Maximum class size is 18 students**
- ▶ **All UPK classrooms are setup according to the ECERS-R guidelines**
- ▶ **The DOE annual funding per UPK student is \$9,807.37**

# 2019 - 2020 Curriculum

**Saint Anselm Catholic Academy UPK will be following the Department of Education approved curriculum “All Interdisciplinary Units of Study”**

- ▶ Welcome to Pre-K
- ▶ My Five Senses
- ▶ All About Us
- ▶ Where We Live
- ▶ Transportation
- ▶ Light
- ▶ Water
- ▶ Plants
- ▶ Babies
- ▶ Transformation

(Transition from UPK to Kindergarten)

# Annual Schedule

- ▶ There are 180 days of school (the same amount of days as all DOE schools)
- ▶ There are four Professional Development days per year that all UPK teachers must attend and school will be closed on these four days
- ▶ Saint Anselm and the DOE share some of the same holidays/days off:

Columbus Day

Veterans Day

Martin Luther King

Winter Recess

Thanksgiving

Christmas

Spring Recess

Memorial Day

# Annual Schedule (continued)

- ▶ UPK will follow Saint Anselm Catholic Academy holidays (Catholic holidays)
- ▶ UPK families are welcome to observe holidays of their faith and are free to take the day off (please inform your child's teacher when your child will be out of school)
- ▶ A list of the first half of the school year holidays will be sent home
- ▶ Snow Days during the winter season are announced through an OptionC blast and the SACA website [www.sacany.org](http://www.sacany.org)

# Parents

- ▶ Throughout the school year parental/guardian involvement is encouraged with a variety of events.
- ▶ There are three Parent/Teacher Meetings for the school year (dates will be provided shortly).
- ▶ Parents will receive a monthly newsletter informing them of their child's lessons, activities, etc. for the month.
- ▶ Parents will be asked to take a survey regarding Saint Anselm in the fall
  - ▶ This survey is administered by Saint Anselm
    - ▶ These results guide us to serve you better

# Parents (continued)

- ▶ Parents may be asked to take a survey regarding Saint Anselm by the DOE in the spring
  - ▶ This survey rates Saint Anselm amongst the other UPK schools
  - ▶ This information is public information



# UPK Families

UPK students and families are part of St. Anselm and are welcome to join in the various activities that are offered at St. Anselm.

Bake Sale

Book Sale

Halloween Parade

Holiday Boutique

Bunny Breakfast

Annual Gala

UPK parents are welcome to join the Home Academy Association and the Father's Club.

Parents are also encouraged to volunteer at St. Anselm. Volunteers who will be supervising students must be Virtus trained.

# Drop-off / Pick-up Information

- ▶ Drop-off for UPK students begins at 8:00 am at the glass doors on 83<sup>rd</sup> Street.
- ▶ Parents are required to sign your child into school at the security desk inside the glass doors.
- ▶ Early drop-off is available at 7:30 am (free of charge).
- ▶ School ends at 2:35pm
- ▶ Students are to be picked up at the assigned exit door and parents/guardians are to sign their child out of school
  - ▶ UPK 1 and 2 will exit from the Girls Entrance (Corner of 83rd and 4th)
  - ▶ UPK 3 and 4 will exit from the Boys Entrance (Between Girls Entrance and Lego Doors)

# Daily Meals

- ▶ Students will get a free snack and a free hot lunch daily
- ▶ Snacks will be served daily at approximately 9:30 am
- ▶ Students should have a light breakfast before coming to school
- ▶ Parents have the option of sending in their own food
- ▶ Parents of students who have food allergies should bring this to the attention of the teacher as an additional safety measure (medical forms should also note this information in detail)
- ▶ Parents of students who have specific dietary requirements due to religious reasons will need to bring this to the attention of the teacher
- ▶ Saint Anselm UPK is a nut free program (no nuts, peanut butter, Nutella, etc.)
- ▶ Parents may send in birthday treats however, keeping with DOE policies, the cake/cupcakes are to be store bought. Party bags are not permitted.

# Supplies

- ▶ **Backpack.** The backpack should be labeled with your child's name (family provided)
- ▶ **Folder with pockets.** This will be used to send home correspondence and your child's schoolwork. This folder will be kept in your child's backpack (UPK provided)
- ▶ **A zip-lock bag containing an extra set of clothing for your child (pants, shirt, underwear and socks.)** Please label both the bag and all the clothing (family provided). Please replenish when used.
- ▶ **A zip-lock bag containing a small fitted sheet and a small blanket.** Please label the bag, the sheet and the blanket. Your child's sheet and blanket will be sent home every Friday for laundering and should be returned on Monday (family provided)

# Requirements

- ▶ Parents are to call (718-745-7643) or e-mail (lgrgorinic@sacany.org) when their child is absent.
- ▶ Students who are absent three days in a row must have a doctor's note.
- ▶ Parents are to keep Saint Anselm informed of any address, phone number and emails changes.
- ▶ Immunizations must be up to date.

# Additional Services

- ▶ **Early drop-off at 7:30 am free of charge**
- ▶ **Afterschool is available for a fee**
  - ▶ A Schedule of Fees form is available
- ▶ **Saint Anselm offers an optional Catholic religion class for a fee (this class is approximately one hour.) We will let you know the day this class is offered, once this has been decided.**

# Communication

- ▶ To reach the Main Office/Ms. Grgorinic call 718-745-7643
- ▶ Email address for Lisa Grgorinic is [lgrgorinic@sacany.org](mailto:lgrgorinic@sacany.org)
- ▶ Saint Anselm's website address is: [www.sacany.org](http://www.sacany.org)
  - ▶ There is a Calendar and UPK section with important information that is updated regularly.
- ▶ UPK will have "Meet the Teacher Night"
  - ▶ Once this day is decided we will let you know

# Conclusion

- ▶ **We welcome all UPK students and families**
- ▶ **We anticipate a wonderful school year**
- ▶ **Questions??**