

Kindergarten 2023-2024

New Parent Checklist

Welcome to the Saratoga Union School District!

- Complete your online registration by **February 28, 2023** if you are registering during the Regular Registration Period, or as soon as possible if you are registering conditionally. Please notify SUSD if your plans change about enrollment.
- Feb 8, 5:00 p.m.: Attend the Elementary School Meet and Greet** online with our school principals. A recording will be posted at saratogausd.org/enroll after the date. Zoom link: <https://us02web.zoom.us/j/87130751567>
- May 3, 4:00 p.m.: Attend the TK/Kindergarten New Parent Meeting.** The meeting will be held in-person at Argonaut Elementary, 13200 Shadow Mountain Dr in the Multipurpose Room.
- August 4:** school placement notification will be emailed.
- Once you receive your school assignment, check and bookmark your school's website for back-to-school events.
- If you would like to become a volunteer at your child's school, download the packet at www.saratogausd.org/volunteer to begin the process. Mobile fingerprinting services may be available at your school's Back-To-School events.
- Early August: Correspondence will be mailed or emailed with start of school information. Read and complete any forms as required. Return forms on the first day of school.
- Two days before school starts: Classroom lists will be posted at your school site and/or on ParentSquare.
- Set up your ParentSquare parent notifications account when you receive your activation notice.
- See page 3 for school supplies
- Thursday, August 17 at 8:30 a.m.: First Day of School! Your teacher will let you know your first day schedule. (date subject to change pending Board approval)**
- Attend your school's Back To School Night.
Learn about PTA and SEF and how they support student learning and activities. Please consider a donation of support.
- Check your school's website weekly for upcoming events and updates.
- September 5:** Extended Days for TK/K begin.

***Have a great school year!
We look forward to teaching your child(ren)!***



Questions? Contact the SUSD District Office at (408) 867-3424, x0.
www.saratogausd.org

Commonly Asked Questions

What are the start and dismissal times for Kindergarten and Transitional Kindergarten?

TK and Kindergarten follow the same schedule. For the first few weeks of school Kinders and TKers attend school half-days from 8:30 to 12:10. *Extended Days* begin after the 2nd week (*subject to change*) when Kinders/TKers attend school from 8:30 to 2:10 Monday, Tuesday, Thursday, and Friday. Every Wednesday is Staff Learning and Collaboration Day (SLCT Day) when Kinders are dismissed at 12:10. Teachers use SLCT days for staff learning, collaboration time, and professional development.

There are also a few Minimum Days each school year. Minimum Days are half-days with Kinder dismissal at 12:10. The calendar listing the SLCT/Minimum Days can be viewed on the district website www.saratogausd.org/calendar.

Is there before or after school child care?

After school care at “Tree House” is run by the school district for a fee. There is a Tree House on campus at all three elementary schools. Visit saratogausd.org/treehouse for information and to register, or call (408) 867-3424, extension 330. Before-school care is not offered.

What correspondence should I expect prior to school?

Your child’s school placement (Argonaut, Foothill, or Saratoga) will be emailed on approximately August 4. Your child’s teacher assignment is posted in the school office or in ParentSquare two before the start of school. Just before school starts, Back To School information will either be mailed or emailed to you. Please read through the contents carefully and return any required forms to your new school.

What is Back To School Night?

Back To School Night is a parents-only evening where information meetings are held with your child’s teacher and principal. Typically, the meetings take place in the classroom and the multipurpose room. Dates are announced at the start of school and posted online. Attendance is strongly encouraged.

Is there a school newsletter? How do I get school news about events and meetings?

Weekly school news, alerts, and notifications are sent via your ParentSquare app. At the start of school, instructions on activating your ParentSquare account will be sent to the email address(es) you entered during the registration process. With the app, you will be able to correspond with your teacher, class parents, as well as receive timely news from your teacher, school, and district office. You can also customize how you wish to receive your notifications (email, daily digest, preferred language, etc).

What if my child is sick or cannot attend school (or late due to an appointment, etc.)?

Call your school’s attendance line or send a notice via your ParentSquare app. Both options are available 24 hours, 7 days per week, so you can let your school know in the middle of night if your child is ill and will not be at school the next morning. Remember, children need to be *fever-free for 24 hours without the aid of medication* before they can return to school after an illness.

How will I be contacted if my child becomes sick or injured while at school?

During the online registration process, you entered your contact phone numbers as well as your child’s doctor, dentist, preferred hospital, and local emergency contacts in case we are unable to reach a parent. If your child is sick or injured, parents are contacted by phone. If your contact or emergency information changes, please update it in your school office as soon as possible!

How will I be notified in case of a school wide emergency or school closure?

In the event of a school-wide emergency, notifications will be sent via mass text, email and/or voice to the parent/guardian contact numbers and/or email addresses listed when you registered. **If your contact information changes, please let your school office staff know as soon as possible!**

What if my child needs medication while at school?

Medical release forms are required for your student to take any over-the-counter or prescription medicine at school. All medicines are administered in the school office. Medical Release forms are available in your school office and online at www.saratogausd.org/medicalforms.

How can I help in my child's classroom or at the school?

We love our parent volunteers! You may sign up to help with school/classroom activities at your school's start-of-school events and at Back To School Night. **For the safety of our students, all volunteers must be authorized** via fingerprinting background check and TB risk assessment. Visit saratogausd.org/volunteer to download the volunteer clearance packet. Fingerprinting events may be held at your school once school is underway. Once cleared, you do not need to go through the clearance process again as long as your child is continuously enrolled in SUSD. TB tests for volunteers need to be renewed every four years.

Is there a lunch program available?

Hot lunches are available daily in the school cafeteria for free. Children are welcome to bring a bagged lunch or lunch box as well. Visit www.saratogausd.org/lunch for more information.

What are SEF and PTA?

SEF and PTA are parent organizations which work hand in hand with the school district to provide a well-rounded and enriched education for our students.

SEF is the Saratoga Education Foundation. Through parent donations, SEF funds Art, Library, Music, Physical Education, Technology and Innovation, and Science programs in K-5, as well as Library/Media, Technology/STEM, and Art in grades 6-8. As difficult as it may be to believe, each and every school year there is inadequate state funding for California schools (including the Saratoga Union School District) for programs like music, art, computer instruction, library, PE and science programs. SEF is a registered non-profit, volunteer run organization, and was founded in 1982. Visit saratogausd.org/sef.

PTA is the Parent Teacher Association. Each school site has its own PTA organization. PTA helps coordinate school events and volunteerism throughout the year, as well as raise funds for activities, events, and school supplies and materials.

In summary, your SEF donation funds programs and teachers in SUSD that benefit all students. Your PTA donation funds materials and events for your school.

What school supplies do you recommend that I purchase?

- Child-friendly backpack large enough to hold papers and a story book.
- Lunch bag if your child plans to bring lunch from home.
- School supplies: Your school PTA and/or school site provide funds for teachers to purchase some of the school supplies needed for the year. However, some additional classroom supplies may be requested by your teacher at the start of school, on their teacher website, or at Back to School Night (varies by school). *Thank you to our generous PTA parent donors!*

When do the school sites open if I have a question over the summer?

The school sites do not open until early August. Teachers do not return until mid-August and will be busy with staff meetings and getting their classrooms ready for your child! The district office is open through most of the summer if you have questions. Please visit our website www.saratogausd.org/contact for office hours.