

Welcome to Kincaid Elementary



reach 🐾 *inspire* 🐾 *support* 🐾 *engage*

Home of the Cougars





KINCAID
K
ELEMENTARY

OUR VISION
EMPOWERING ALL STUDENTS
FOR LIFELONG SUCCESS

OUR MISSION
reach * *inspire* * *support* * *engage*
TOGETHER WE **RISE**
TO SUCCESS



Welcome to Kincaid

Mrs. Debbie Tennyson, Principal

Mrs. Jane Griffeth, Assistant Principal

Mrs. Lori Kotarba, Kindergarten Counselor

Mrs. Nikka Velazquez, PTA President

Mrs. Kate Pollard, Kincaid Foundation President

KC, School Mascot



Agenda

- About Kincaid
- Parent Handbook
- A Typical Day in Kindergarten
- Preparing Your Child for Kindergarten
- Role of the School Counselor
- Tips for Transitioning to Kindergarten
- Kincaid PTA
- The Kincaid Foundation





**SCHOOL OF
EXCELLENCE**

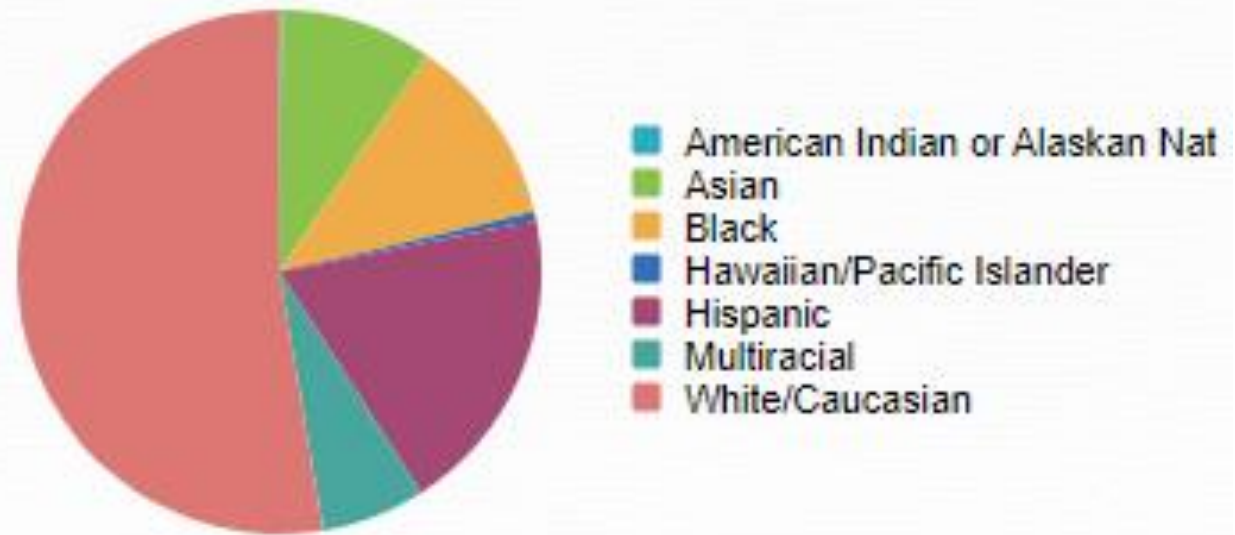
A Caring Culture



About Kincaid

- 580 Students
- 5 Kindergarten Classrooms
- Teacher/Paraprofessional
- Class size 16 – 18

- 14% Special Education
- 12% ESOL Services
- 21% Gifted Services
- 18% EIP Program



About Kincaid

- **Students arrive between 7:15am and 7:45am**
- **Tardy bell rings at 7:45**
- **Dismissal at 2:15**
 - Bus Rider
 - Walker
 - Car Rider
 - After School Program (until 6pm)



After School Program (ASP)

- Registration Fee – one time \$20
- Daily Rate - \$10/day
- Pre-paid Program (online)
- ASP Program Include:
 - Snack
 - Homework time
 - Outside Play
 - STEM Activities
 - Technology



After School Clubs

- Sponsored by the Kincaid Foundation
- Clubs include:
 - Art
 - Dance
 - Soccer
 - Theater
 - Chess
 - Coding
 - Spanish
 - And more!



Visit the Kincaid Website

www.cobbk12.org/kincaid

☰ MENU

RESOURCES

- ASP
- Cafeteria
- Calendars
- K Parent Site
- More!



RISING KINCAID KINDERGARTEN PARENTS

INFORMATION FOR 2021-2022 SCHOOL YEAR

[Home](#)

[CCSD School Calendars](#)

[Kincaid PTA & Foundation](#)

[Kincaid's After School Program](#)

[Kindergarten Curriculum](#)

[Kindergarten Rules & Expectations](#)

[Ready for Kindergarten!?](#)

Student & Parent Handbook



KINCAID ELEMENTARY SCHOOL

STUDENT & PARENT HANDBOOK

2022 - 2023

SCHOOL DAY

Starting Time: 7:45 a.m.
Dismissal Time: 2:15 p.m.
Office Hours: 7:15 a.m. – 3:30 p.m.
ASP Hours: 2:30 p.m. – 6:00 p.m.

ABSENCES

At Kincaid Elementary, we believe that a large part of your child(ren) being successful is attending school regularly and in a timely fashion. Cobb County Policy requires us to take the following actions:

- 3 unexcused days**- phone call from teacher
- 5 unexcused days**- letter from school
- 7 unexcused days**- referral to school social worker
- 10+ unexcused days**- truancy intervention panel

The day your child returns to school after an absence, he/she must have a written excuse signed by a parent or guardian. Excused absences are those for personal illness, death in the family and recognized religious holidays. The procedure is established by Georgia State law.

Please be aware that any student who checks in after 11:10 a.m. or checks out before 11:10 a.m. is considered absent for that day.

For detailed information on absences and tardies, visit the Cobb County website at www.cobbk12.org under Board Policies.

Helpful suggestions:

- Take vacations during schools breaks in September, November, December, February and April.
- Schedule doctor appointments after 11:10 a.m. so that the student is not counted absent.

ACCIDENTS AND ILLNESSES

If a child becomes ill during the day, parents will be notified. If head lice are detected, you will be called to pick up your child. Your child will be re-admitted to school upon proof of treatment. If an accident should occur requiring medical attention, 911 will be called if parents cannot be contacted. Judgment in such cases is at the discretion of the school authorities and parents assume financial responsibility. Please make sure phone numbers are updated and on file in the office and the clinic. It is essential that we know how to reach you at all times.

AFTER SCHOOL PROGRAM (ASP)

ASP is childcare provided for any Kincaid student from the time school ends until 6:00 p.m. It operates under the guidelines as established by the Cobb County Board of Education and is available every day that school is in session, including Conference Week and Early Release days. It is not available on student holidays. If school closes early because of inclement weather, there will be no ASP. Please monitor radio/TV weather reports for updates and have other contingency plans available.

All students enrolled at Kincaid are expected to register for ASP. This will allow a student to use the program in the event an emergency arises, and the child cannot go home unsupervised.

ASP is a prepaid program. Fees are \$35.00 per week or \$7.00 per day for each child. There is also a \$10.00 registration fee for each child, payable the first day the child stays in the program. Payment is due on Monday morning for the week the student stays, or on the day the student stays as a drop-in. Payment envelopes are provided for your use and should include the child's name to ensure correct posting of payment to the child's account. If payment was not received prior to 2:30 p.m., then payment must be made at the time the child is signed out. Failure to do so may result in denial of services.

Birthdays



Birthday treats sent in by individual families are not permitted. Birthday treats and drinks can be pre-ordered **through the café only** by using [this order link](#).

Please allow a 1-week notice when requesting birthday treats

Do not send in treats, balloons, or party invitations for select students.

Use Membership Toolkit to contact other families about birthday parties



Birthdays – Marquee Message

Parents can also have their child's birthday displayed on the school marquee using [this order link](#).

Payments are accepted through Check, Cash or [MyPaymentsPlus](#)
With MMP, Select
"Activities & Events" -> "Fundraisers"

IMPORTANT:

Payments for birthday treats or marquee message must be made separately.

Please allow 48-hour notice for a marquee message.



School Visitors

In accordance with state law, all visitors are required to sign in in the front office upon arrival and wear a visitor's badge at all times while in the building.

SCHOOL VISITOR

Name:

Destination:

Date:

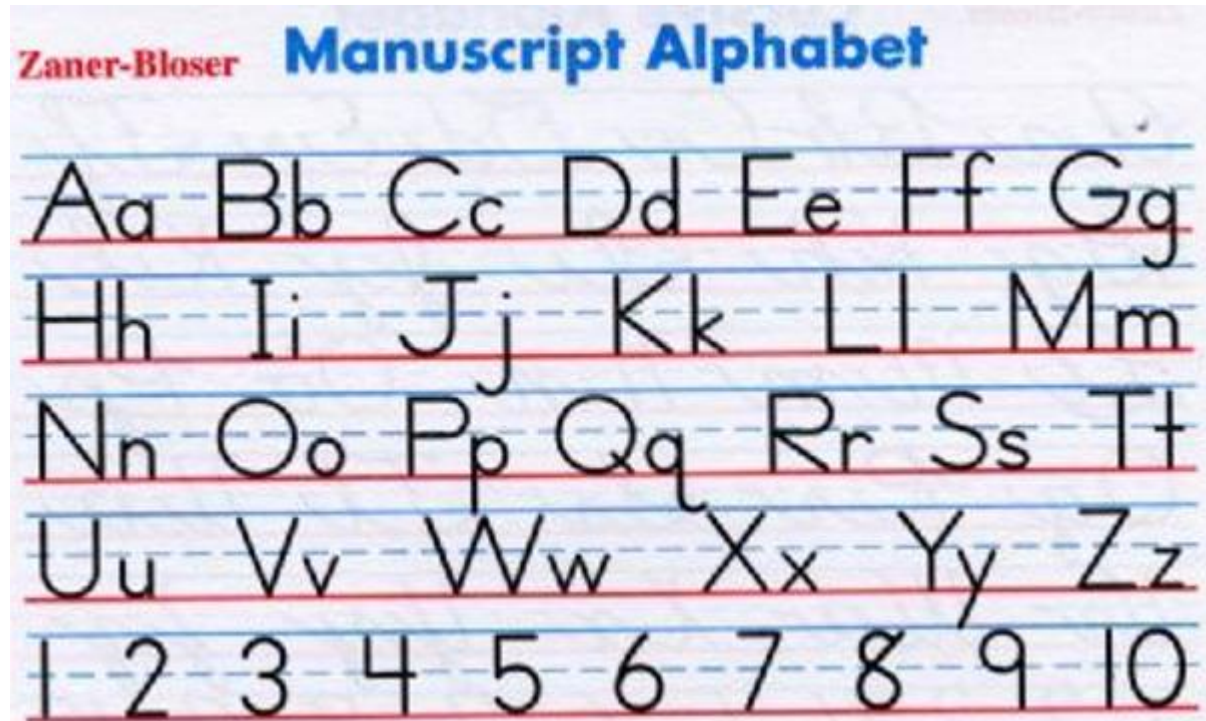
Time In:

A Typical Day

- Morning Meeting / SEL
- Phonics, Reader's Workshop, Writer's Workshop, Math, Social Studies, Science
 - Whole Group Instruction
 - Small Group Instruction
 - Centers
- Snack and Recess



Handwriting



More...

- Guidance Lessons
- Media Center Storytime and Book Check-out
- Daily Enrichment Classes
 - PE
 - Art
 - Music
 - STEM Lab



Communication

- Daily Communication Folders
- Email (Don't rely on email for transportation changes)
- CTLS
- Conferences (October and as needed)
- Report Cards (October, January, March, May)
- GKIDS (ongoing Kindergarten assessment)



How to Prepare My Child...

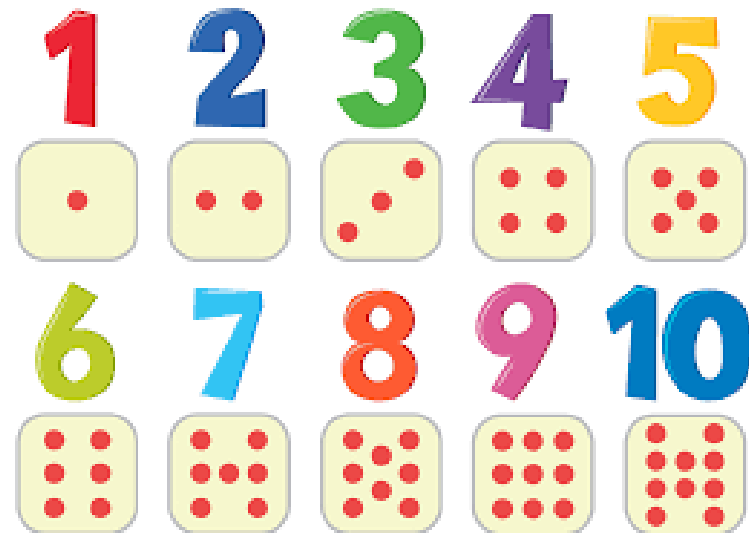
Language Arts

- Read with your child everyday.
- Help your child learn to identify all the letters of the alphabet.
- Teach your child how to write their first name beginning with a capital letter followed by lowercase letters.



Math

- Help your child learn to identify the following shapes: circle, square, rectangle, and triangle.
- Practice writing numbers 0-5
- Count up to 10 objects



Other Helpful Skills



- Teach your child their address.
- How to tie their shoes.
- How to button pants and shirts and zip up their jacket.
- Encourage your child to become comfortable attending to his/her bathroom needs.

Why is it Important to Read to your Child?



- At the end of Kindergarten, a child has been in school a total of **1200 hours...**
- The same child at the same age has been outside school for **52,000 hours.**"
- In a **YEAR** kids learn **4,000-12,000** new words by reading books.
- Kids who read **1 million words** each year score in the **top 2%** on standardized tests.



Mrs. Kotarba

- (770) 578-7238
- lori.kotarba@cobbk12.org
- <http://www.cobblearning.net/lorikotarba/>



WILL MY CHILD SEE THE SCHOOL COUNSELOR?

ALL students will have classroom lessons twice a month on social emotional learning skills (SEL), academic skills, and career awareness in their classroom

SOME students will have small group lessons weekly on friendship skills, coping skills for managing big feelings, or changes in the family-with parent permission

A FEW students will have individual counseling sessions, for a few weeks, after parent consultation

MANY parents will have conferences, meetings, calls, emails and referrals to outside agencies

TIPS TO PREPARE YOUR CHILD

Decrease or phase out naps. For preschoolers who still take a nap, begin decreasing nap time so that he/she will be ready for a full day by the time kindergarten starts.

Practice talking to adults. Kindergartners will be meeting a lot of new adults at our school. Teachers, media specialist, nurse, bus drivers, counselors and other support staff will all be interacting with your student. Please let them know it's okay to talk to the grownups at school. Have your child practice saying their name "loud and proud". You can also help your student get comfortable talking to adults by ordering for themselves at restaurants, the public library or the doctor.

Play "school" at home over the summer by sit on the rug in front of you for a story, write their name, answer questions by raising hand. Play "lunchroom" in your kitchen by answering questions about different food choices and carrying plate to the table.

Establish bedtime routines. Resume the regular bedtime routines about a week before school starts to help ease the kindergarten transition. If you let your child stay up a little later during the summer, for example, gradually get back to the bedtime you will expect when kindergarten starts. Talk to your child about why you are doing this and how it will help his/her back-to-school transition.

TIPS TO PREPARE YOUR CHILD

Plan time for breakfast. Having a good breakfast before leaving for school is important. Be sure to adjust your morning schedule to account for the extra time for your child to enjoy breakfast or make a plan for your child to eat at school.

Establish a morning routine. Do a “dry run” of the new morning routine, whether it is walking to the bus stop with your child, driving to the new school, walking together to school, etc. to see how much time it will take. Cobb typically does a bus ride along before school starts.

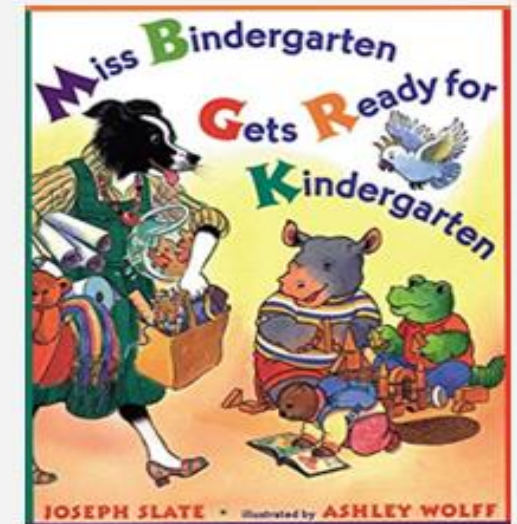
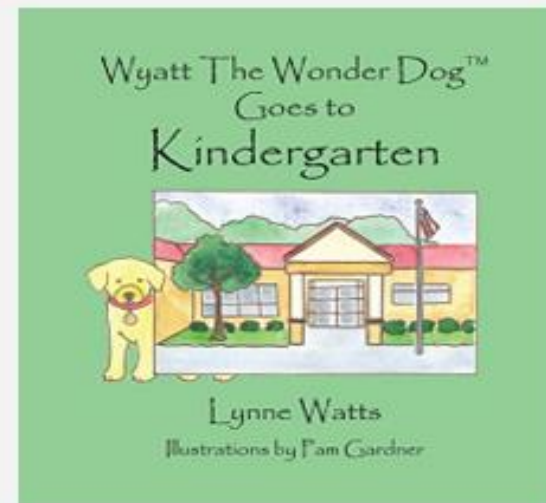
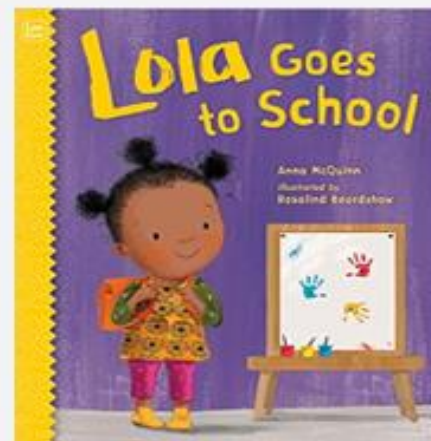
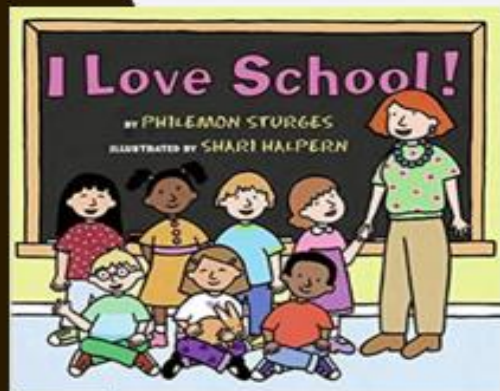
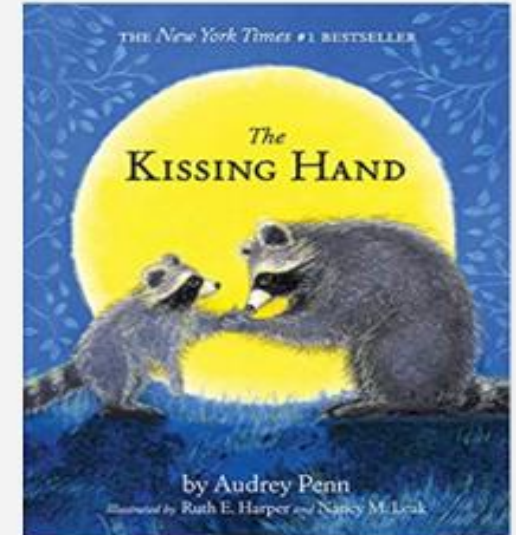
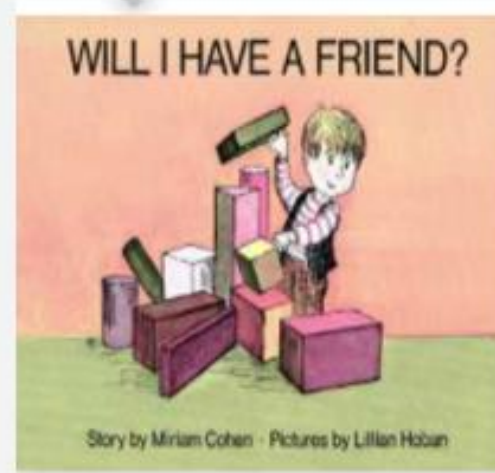
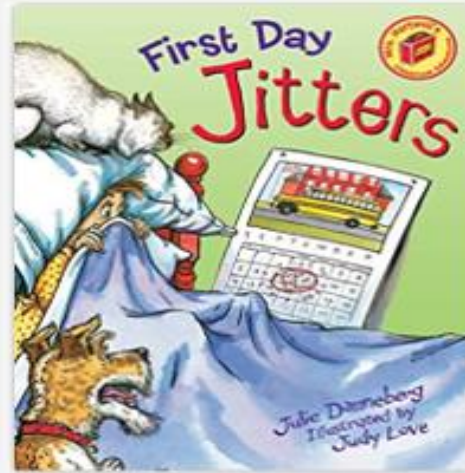
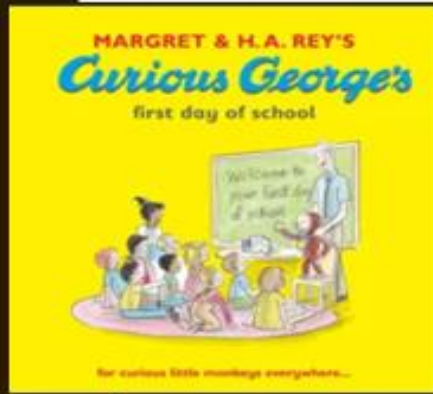
Expect exhaustion. Kindergarten is a busy place. Your child may come home tired or be irritable at bedtime or in the morning. Move bedtime up and be consistent in your morning routine.

TIPS FOR PARENTS

- Are YOU ready for Kindergarten??
Your child will be watching you!!! If you ask them 14 times if they are worried about starting Kindergarten... they are going to start thinking they should be!!!
- They are listening when you speak to friends and on the phone. Show that you are excited and confident in knowing your child is ready by speaking positively about your child starting school.
- Helpful Articles:
 - [Stressed About Your Kid Starting School?](#)
 - [Eight Ways You Can Ease Your Anxiety](#)



HELPFUL BOOKS



School Anxiety and School Refusal

- The tips and books we've mentioned should help with getting your child ready for school.
- Some children will have occasional bouts of school refusal, or a rocky first few weeks. The best thing to do is remain calm and positive and continue your routine. Allowing a child to stay home after a tantrum teaches them to throw a tantrum to get a day off.
- Send your child to school, even in tears. Chances are, they will be just fine by the time they get off the bus. You can always email the teacher or counselor letting us know they had a rough morning. Let us know if you want a return call or email to know how they are doing. Kincaid 770-578-7238 or lori.kotarba@cobbk12.org
- Then, talk about it in the evening and remind them how proud you are that they had a great day after all!
- Repeat!

*Where there is a child, there is a need for advocacy.
Where there is a PTA member, there is an advocate.*

Kincaid PTA

- Kincaid PTA is membership-based.
- We advocate for our students, staff, and families.
- Our goal: to create an environment for academic excellence and community engagement.



PTA Programs & Activities

- Inclusion and Diversity Initiative
- Cougar Pride Awards
- Reflections Contest
- Honoring our Heroes Writing Contest
- Celebration of the Arts Festival
- Must Ministries Food Drive
- Teacher Appreciation
- And much more...



PTA Volunteer Opportunities

- Get involved and help Kincaid shine.
- Involvement is voluntary. Give a little or as much time as you can.
- Some tasks can be done from home.
- A list of programs/activities will be provided at the first general PTA meeting - participate and show off your talents.



PTA Communication

- PTA Website (kincaidpta.org)
- General PTA Meetings (4 X year)
- *Cat Tracks* - Digital Newsletters
- Mrs. Tennyson's Weekly Message to Parents
- Announcements/Flyers sent home
- Through Social Media - Come Find Us!

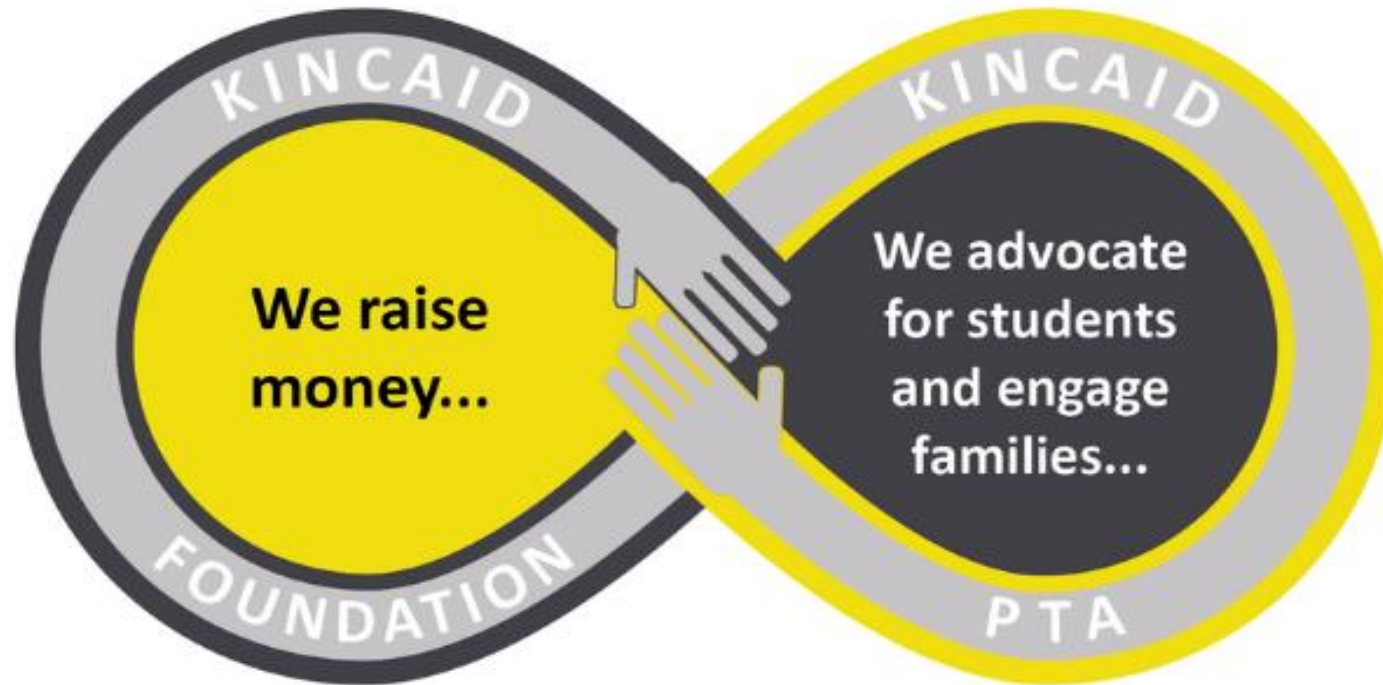


@KincaidFoundationandPTA
@KincaidPTA (Twitter and Instagram)

Questions? Email president@kincaidpta.org



Kincaid Foundation



Kincaid Foundation

A 501(c)(3) nonprofit organization that raises funds to benefit students at Kincaid

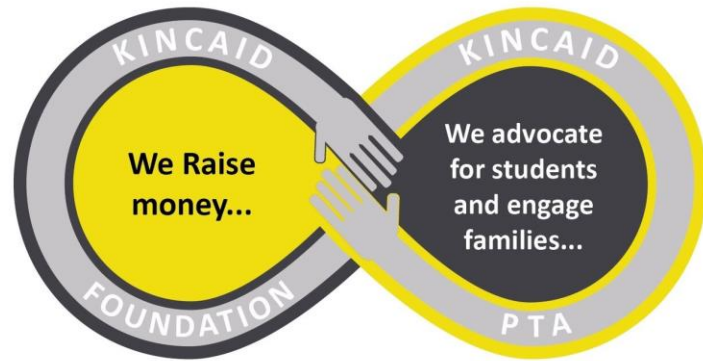
Mission

To provide resources to all Kincaid Elementary students so they may receive a diverse, state-of-the-art education that fosters accelerated achievement through enhancements in curriculum, technology, and facilities. The Foundation will accomplish this through collaboration with the school administration, PTA, our families, and the community.

Vision

The primary goal of the Foundation is to partner with the administration at Kincaid Elementary to keep our school on the cutting edge of education. We strive to financially support our school with educational enrichments that will boost student achievement across all grade levels.

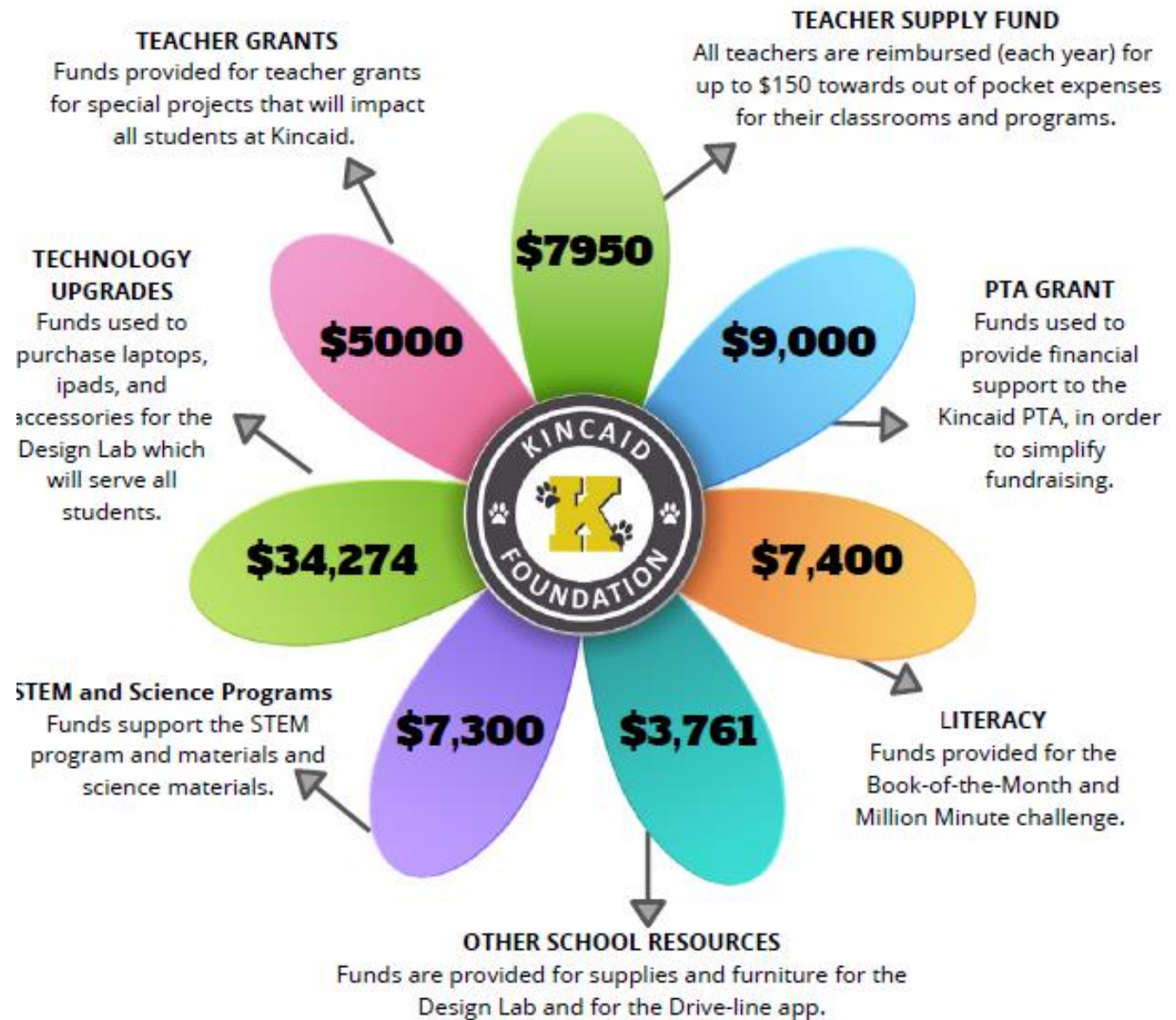
Kincaid Foundation and PTA Partnership



**TOGETHER WE CAN
REACH EVERY CHILD**

- The Kincaid Foundation Board consists of parent volunteers who usually hold positions for two years. We work together with Administration and teachers to help meet the needs of the school.
- The Kincaid Foundation and PTA work together to streamline fundraising efforts at Kincaid. The Foundation supplies the PTA with a grant each year allowing them to advocate for students and engage families.

Foundation Projects & Programs Funded



Foundation Fundraisers

- Family Investment Campaign
- Foundation After-School Clubs (FACs)
- Cougar Run
- Foundation Fridays



Kincaid Foundation



To learn more...

Go to: kincaidfoundation.org

To get involved...

Email: president@kincaidfoundation.org

Dates to Remember

Date	Event
May 18, 19 and 24	Kindergarten Screening (by appt)
Thursday, July 28 th	Meet and Greet 8:00 – 9:00
TBA	Bus Ride Along
Monday, August 1 st	First Day of School



welcome

