



**2018 - 2019**

Mission Lutheran School  
24360 Yosemite Road  
Laguna Niguel, CA 92677  
(949) 643-8311

[www.missionlutheranschool.com](http://www.missionlutheranschool.com)

Director: Cathy Estanislau  
Pastor: Bill Snyder  
Facility Number: 300606456

PARENT  
HANDBOOK

# CURRICULUM / CHAPEL THEMES

Our curriculum reflects our beliefs and truths of how children grow. We offer hands on experience daily in small and large motor activities. Also included are activities to enhance socialization, dramatic play, math, science, and reading readiness. Each teacher prepares curriculum for their classroom. The curriculum or lesson plan is a guide for the teachers and is based on a weekly or monthly theme. The lesson plans will be posted on their outside bulletin boards. Monthly newsletters and calendars will be available on our website, and monthly scripture cards will be available in the office on the first of every month.

## *CURRICULUM THEMES*

August	Getting Acquainted
September	Getting Acquainted / God Made Me Special / My Family / Safe & Sound
October	Community Helpers / Reading Around the World / Fall Fun / Apples & Pumpkins / Farm
November	Early American Living / I am Thankful / Preparing for Jesus
December	Christmas Traditions at Your House / Christmas Traditions Around the World / Jesus is the Reason
January	Winter Wonderland / 5 Senses (2) / Healthy Me
February	Friendship / Be My Valentine / Fruits of the Spirit / Dr. Seuss
March	Space / Rainforest / Dinosaurs & Reptiles / All of God's Creatures
April	Spring Planting / Easter Story / Easter / Walking With Jesus
May	Prayer - Walking with Jesus / Mother's Are Special / Oceans of Fun (2) / Celebrating Our Year ~ Oh the Places You'll Go
June	Father's are Special / Summer Fun!

## *CHAPEL THEMES & SCRIPTURE*

September	The Bible is God's Special Book "The Bible comes from God" 2 Tim 3:16-17
October	God Made Everything "God made Heaven and Earth" Genesis 1:1
November	Thank You Lord "It is good to give thanks to the Lord" Psalm 92:1
December	Jesus is God's Gift "For God so loved the world that He gave His One and Only Begotten Son." John 3:16
January	God Made Me "God made us and we are His people" Psalm 100:3
February	Lessons of Trust "Trust in the Lord with all your heart" Proverbs 3:5
March	Lessons from The Bible "For we live by Faith, not by sight" 2 Corinthians 5:7
April	Jesus is Alive Today "Love one another as Jesus loves you" John 13:34
May	Talking with Jesus "God will hear my voice" Psalm 55:17
June	Shining for Jesus "You are the light of the World" Matthew 5:14

# DAILY SCHEDULE

(Example)

## Preschool

7:30-8:30	Indoor activities (Full Day Students)
8:30-8:45	Chapel, Praise Time
8:45-9:00	Circle Time (Calendar, Story and Theme)
9:00-9:30	Motor Development or Music
9:30-9:45	Snack
9:45-10:15	Outside Play (Time to explore, create, & Socialize)
10:15-11:00	Curriculum Time/Centers (Thematic, Dramatic Play & Art)
11:00-11:10	Clean-up
11:10-11:30	Closing Time (Sharing, Recall and Prayer)
<i>*Half-Day Program Ends</i>	
11:30-12:30	Lunch Bunch
12:30-2:30	Story /Nap and Quiet Time
2:30-3:30	Wakeup /Snack
3:30-4:30	Outside Playtime
4:30-5:00	Circle Time/Centers
5:00-5:15	Songs /Stories

*\*Full-Day Program Ends*

## Kindergarten

8:15-8:30	Arrival
8:30-8:45	Chapel, Praise Time
8:45-9:30	Morning Circle
9:30-10:15	Phonics/Handwriting without Tears/Centers
10:15-10:30	Snack
10:30-11:00	Free Choice/Art/Music
11:00-11:30	Morning Recess
11:30-12:00	Numbers
12:00-12:30	Lunch
12:30-1:00	Afternoon Recess/Spanish
1:00-1:30	Quiet Time
1:30-1:45	Snack
1:45-2:15	Social Studies/Science
2:15-2:30	Closing Time (Sharing, Recall & Prayer)

\*This is an example only. Each classroom will vary in times and activities.

# PHILOSOPHY

1. We believe that children are heavenly gifts from God.
2. We believe that each child is unique and has special gifts and talents.
3. We know that children love to learn and learn best by "doing".
4. We know that children thrive and grow through meaningful praise.
5. We know that children like consistency and knowing what comes next.
6. We believe that the children and families who become part of our school program have been guided by God to have a mutually beneficial experience.

Our school curriculum is based on our beliefs, therefore we commit to:

1. Cherishing each child and his or her family.
2. Getting to know each child individually and devising a curriculum plan in which each child can "shine".
3. Giving each child lots of time to explore and discover how things work through hands on experience.
4. Giving each child meaningful praise for "trying" to make good choices, and for being a good friend.
5. Having a consistent daily and weekly schedule to help your child feel safe and secure.
6. Always keeping Christ at the center of our lives, our workplace, and our interactions with our school families and allowing Christ to guide and direct our ministry here at Mission Lutheran.

# TUITION RATES

## AUGUST 2018 - JUNE 2019

<u>KINDERGARTEN PROGRAM</u>	<u>Monthly Rates</u>
(M-F) 8:30am - 2:30pm	\$795
(M-F) Full Day	\$995

### TK/PRE-K/ PRESCHOOL:

<u>FULL DAY PROGRAM</u>	<u>Monthly Rates</u>	<u>Hours</u>
5 days per week (M-F)	\$975	7:30 am - 5:30 pm
3 days per week (M/W/F)	\$670	"
2 days per week (T/TH)	\$490	"

<u>HALF DAY PROGRAM (AM)</u>	<u>Monthly Rates</u>	<u>Hours</u>
5 days per week (M-F)	\$670	8:30 am - 11:30 am
3 days per week (M/W/F)	\$440	"
2 days per week (T/TH)	\$305	"

<u>AFTERNOON PROGRAM</u>	<u>Monthly Rates</u>	<u>Hours</u>
3 days per week (T/W/TH)	\$440	12:30 pm - 3:30 pm

<u>EXTRA HOUR PROGRAM</u>	<u>Hourly Rates</u>	<u>Hours</u>
Morning Extra Hour	\$10.00 •	7:30 am - 8:30 am
Lunch Bunch Hour	\$10.00 •	11:30 am - 12:30 pm
Kindergarten Extra Hour	\$10.00 •	2:30 pm - 3:30 pm
Afternoon Extra Hour	\$10.00 •	3:30 pm - 4:30 pm

• Sold in books of ten

### PROCESSING FEES (non-refundable)

Annual Processing Fee for New Students	\$250.00 1 <sup>st</sup> child, \$200.00 2 <sup>nd</sup> child
Annual Processing Fee for Continuing Students	\$200.00 1 <sup>st</sup> child, \$150.00 2 <sup>nd</sup> child
Kindergarten Application Fee	\$55.00
Kindergarten Processing/Materials Fee	\$300.00
Summer Fee	\$125.00 1 <sup>st</sup> child, \$100.00 2 <sup>nd</sup> child

### LATE & RETURN CHECK FEES

Late Fee	\$20.00
Returned Check	\$25.00

*Tuition is due on the first of each month. There are no tuition adjustments for school holidays and vacations. Tuition is a yearly rate divided into ten equal payments. A 10% discount is given on the lower tuition for the second child in the same family. Church members receive a 5% discount on tuition.*

# HALF DAY / FULL DAY

Our school opens at 7:30am and closes at 5:30pm. Morning, half-day students should arrive between 8:15am and 8:30am. Afternoon students should arrive between 12:15pm and 12:30pm. The entire school gathers together each morning and afternoon (TWTH) for chapel at 8:30am and at 12:30pm. Chapel is a wonderful way to start our day together in praise and prayer. It's a time we celebrate and recognize birthdays and other special occasions.

Full day students may arrive anytime between 7:30am and 8:30am. Please send a nutritious lunch daily. All full day students have a rest time. Please bring a crib sheet, small blanket, a travel pillow and (2) sets of extra clothes (1 for nap & 1 for class). We provide a nap sack to hold the bedding, which goes home weekly. Please return laundered bedding the following week.

Kindergarten begins at 8:30am and ends at 2:30pm. Please provide a nutritious lunch daily. There is a daily rest time. Please bring a crib sheet, small blanket and a travel pillow.

Half day students should be picked up by 11:30am (am classes), 12:30pm (lunch bunch), 2:30pm (Kindergarten), 3:30pm (pm classes). Full day students should be picked up by 5:15pm. A late fee of \$1.00 will be charged for each minute after the assigned pick-up times.

# SCHOOL BOARD AND STAFF

## Board of Directors

Cathy Estanislau - Director  
Bill Snyder - Pastor  
Megan Flores - President  
Katie Spiker - Secretary  
Jackie Stevens - Staff Relations  
Kate Mathis - Staff Relations  
Christina Tortomasi - Volunteer Coordinator  
Jeannie Scharetg - Fundraising Coordinator  
Leslie Gerstlauer - Fundraising Coordinator

## Staff

Cathy Estanislau - Director  
Ursi Munoz - Assistant Director - Preschool - Purple Room  
Cristin Sorenson - Office Manager  
Sue Ord - Financial & Facilities Manager  
Kelly Ingling - Office Assistant  
Mary Lawson - Kindergarten  
Luanne Sprong - Kindergarten  
Monica Lawrence - TK - Yellow Room  
Patti Cullen - TK - Yellow Room  
Rachel Quigley - Pre-K - Blue Room  
Kathy Brown - Pre-K - Blue Room  
Kathy Wilson - Pre-K - Rainbow  
Lisa Bruce - Pre-K - Rainbow  
Joanne Leger - Preschool - Purple Room  
Lynn Smith - Praise Leader/Pre-K/Preschool - Orange Room  
Kjerstin Koch - Pre-K - Orange Room  
Hailey Wilson - Preschool - Orange/Purple Room  
Yolette Martinez - Teacher Assistant & Facilities Coordinator  
Cherie Crane - Praise Leader/Motor Development/Music Teacher  
Deb McGowan - Kindergarten Music Teacher

# TUITION POLICIES

## Registration/Processing Fees:

Annual Fall Processing Fee For Continuing Students is \$200 for the first child and \$150 for the second child in the same family and is required at the time a child is accepted into the school program. Annual Fall Processing Fee For New Students is \$250 for the first child and \$200 for the second child in the same family. Processing and Materials Fee For Kindergarten is \$300 per child. Our Summer Processing Fee is a separate fee of \$125 per child and \$100 for second child. *All Processing Fees Are Non-Refundable.* Mission Lutheran Church Members receive a 5% discount on tuition.

## Payment Procedure:

Tuition payments are due on the first of each month. Please bring all monies for tuition and extra hour coupons to the school office. A receipt will be given only upon request. The school tuition is a yearly rate divided into ten equal payments (September–June). There are no tuition adjustments for holidays and vacations as they are already removed from the yearly rate. A 10% discount will be given on the lower tuition for the second child in the same family when attending together. A late fee of \$20.00 will be charged for any tuition paid after the 10<sup>th</sup> of the month. Failure to pay tuition for a one-month period without explanation will result in termination from the program.

The first tuition installment was due and payable June 1, 2018, or upon enrollment, if school enrollment occurred after that date. This installment is applied to the June 2019 tuition. In most cases, it is refundable, with a thirty-day written notice of withdrawal and the class vacancy filled before January 1, 2019. In addition, those withdrawing after January 2019 or those not giving a thirty-day written notice, will forfeit any refund or credit of the first installment.

## Returned Check Fee:

A check returned for non-payment will result in a \$25.00 charge. Payment by money order or cash will be requested if checks are returned for two consecutive payments.

## Withdrawal Notice and Reinstatement Fee:

*A 30 day written notice must be given to the school if it is necessary to withdraw a child from the program.* The last month's tuition will be taken out of the June 2019 installment with a thirty-day notice. A month's tuition will be collected if a child is withdrawn without prior notice. Children who are absent for four consecutive weeks *without* any school contact will be dropped from the program and their space will be filled. Families wishing to withdraw a child for any length of time (week, month, etc.) but plan to return cannot utilize their June prepayment for the time away. You are required to continue to pay for tuition to hold your classroom space.



# POLICIES AND PROCEDURES

## ADMISSION:

Mission Lutheran operates on a non-discriminatory basis, where all children are welcome without regard to race, religion or national origin, keeping in mind the inclusion of children with special needs. Enrollment is open to children 2 years 9 months through 6 years 11 months and must be potty-trained prior to attending school. Our program begins August 27, 2018; hence, requirements must be met by the first day of school. Potty training needs to be completed by July 27 or before. All immunizations required by the State of California must be up-to-date including a T.B. test. Children with special needs will be observed in a classroom setting for a given amount of time to determine the appropriateness of our program to meet the child's needs. Mission Lutheran Church members, current families and returning families, receive priority registration.

## ARRIVAL:

School opens at 7:30am. We begin each day with Chapel (8:30am for morning students and 12:30pm for afternoon students). Please arrive at school with your child at least 10 minutes early. This will give you and your child a few minutes to interact with his/her teacher before class begins. We want your child's experience to be a positive one. Arriving late is stressful for your child, is disruptive to the class, and deprives your child of the "whole" experience.

## ATTENDANCE:

Please notify the school if your child is going to be absent. We appreciate knowing whether your child is sick or absent for another reason. Notify us immediately if your child has a contagious disease {Chicken Pox, Measles, Head Lice, 5<sup>th</sup> Disease, Hand Foot Mouth}. We need to inform the parents of other children who may have been exposed. Your child will not be identified. Children who are absent for four consecutive weeks *without* any school contact will be dropped from the program and their space will be filled. *A 30-day written notice must be given to the school if it is necessary to withdraw a child from the program.*

WHEN TO KEEP YOUR CHILD HOME It is our intention to keep the school environment as healthy as possible and, therefore, have established the following guidelines: PLEASE KEEP YOUR CHILD AT HOME IF HE/SHE EXHIBITS:

- Elevated temperature
- Fussy, cranky or tired
- Flushed Cheeks
- Reddened eyes, sore throat, headache or abdominal pain
- Coughing (wet productive cough)
- Nits or head lice
- Rash
- Discharge from eyes or nose
- Symptoms of possible communicable disease

If we observe any of these symptoms, your child will be isolated, and you will be notified. Please have your child picked up within the hour. It is imperative that each family keep their emergency contact list updated and on file in the office. Children may only return to school if they are symptom free for 24-hours. Those underlined symptoms above will require a Doctor's note to return after a 24-hour period if they are symptom free. Upon returning to school, children must first check in with the school office for a health check.

## BIRTHDAYS:

Birthdays are special days at school. We will celebrate your child in chapel with a birthday crown and song. You may also send in a HEALTHY birthday snack. Please try to adhere to our no sugar policy and no peanut guidelines. No birthday parties please.

CAMPUS RULES AND GUIDELINES: The Sanctuary, parking lots, slopes and hillsides are OFF LIMITS to students. The courtyard is to be used for quiet gatherings: running, biking, skating, walking on benches and hanging from trees and railings is NOT permitted. Safety of our children is our #1 priority.

## CHAPEL:

We begin each day with chapel. It is a special time for our teachers, parents, and the children to share in praise/worship, Bible stories, and special events like birthdays. Parents and siblings are welcome to join us.

## CLOSED CAMPUS:

Mission Lutheran School is a closed campus. Campus is open only during drop-off and pick-up times. If you are arriving to school late or picking up your child early, you will need to check in with the school office. When doors are locked, parents and visitors must check in with the school office before entering any of the classrooms. Visitors must always be accompanied by a staff member. Parents who volunteer are asked to please sign-in and to wear an identifying badge. The office staff is here to unlock gates and classrooms for our parent volunteers who are coming to school after the gates are locked.

## DISCIPLINE:

When a child is disruptive or causing a problem, they will be redirected. If more encouragement is needed, a time away from the group will be given. As childcare providers, we are a mandated agency for reporting any suspected child abuse.

## DRESS:

School is fun and often messy! Children should wear WASHABLE PLAYCLOTHES that will not inhibit play. Each child needs to bring an extra set of clothes in a zip lock bag. All items brought to school need to be labeled with your child's name. Open-toe sandals, thongs, and cowboy boots are not allowed. Rubber soled shoes are the safest. We love Velcro fasteners!

## EMERGENCY AND DISASTER READINESS:

Each child will receive a list of supplies for putting together an Emergency kit to be kept at school in case it is needed. The school does monthly fire and earthquake drills, an annual lock down drill, and all staff members are CPR, first aid, and health and safety certified. Emergency kits are available to buy in August from the school office.

ENRICHMENT PROGRAMS: We offer various extra-curricular fee-based programs before and after class. These programs are maintained through the individual company for registration and program fees.

## EXTRA HOUR COUPONS:

MLS is happy to offer "extra hour" times for our students starting October 2nd:

<u>EXTRA HOUR PROGRAM</u>	<u>Hours</u>	<u>Hourly Rates</u>
Morning Extra Hour	7:30 am - 8:30 am	\$10.00 •
Lunch Bunch Hour	11:30 am - 12:30 pm	\$10.00 •
Kindergarten Extra Hour	2:30 pm - 3:30 pm	\$10.00 •
Afternoon Extra Hour	3:30 pm - 4:30 pm	\$10.00 •

Extra hour coupons are \*sold in books of 10 for \$100.00. Books are available for purchase in the school office.

1. Sign up in the "Extra Hour Sign-In Book" (located on the table outside the school office)
2. Specify who will be picking up your child (Be prepared to show identification)
3. Place coupon in appropriate pocket divider
4. Sign the message board located outside your child's classroom to notify the teacher that he/she will be staying. We recommend advance notice since there is a limited number of student openings each day.

## LATE PICK UP:

The school opens at 7:30am and closes at 5:30pm sharp. Half and Full day students should be picked up by 11:30am (am classes), 12:30pm (lunch bunch), 2:30pm (Kindergarten), 3:30pm (pm classes), or 5:15pm (Full day), whichever hour applies. A late fee of \$1.00 will be charged for each minute after the assigned pick-up time. It is imperative that each family keep their emergency contact list updated and on file in the office in case of emergencies.

## LENDING LIBRARY:

Each class has the opportunity to participate in our "lending library". Your child chooses one book to take home and returns it in one week or before, depending on the days of attendance. The purpose of the library is not only the responsibility factor for the child but also the opportunity of expanding parent/child interaction through sharing and reading the books together. We are excited about this program and hope this will encourage your child's love of reading.

## LUNCH:

Full-day children and those staying for lunch will need to bring their lunch from home. Please provide a nutritional lunch. Please omit sweets, soda, items that contain peanuts or peanut products or items that need to be refrigerated or heated-up. Lunch is from 11:30am to 12:30pm. "Lunch Bunch" coupons are \$10.00 each and sold in books of 10 available in the office. Space is limited. Please notify the school office if your child is signed up for lunch bunch but going to be absent to give the opportunity to another child.

## MEDICATION POLICY:

Only PRESCRIPTION medication will be given to a child during school hours. Written instructions must be on the bottle along with the child's name. This includes the use of Epi Pens. We require a consent form filled out with written instructions and a parent's signature before we can dispense the medication. Forms are in the office. Please put the completed form and medication in a plastic bag (provided) and give it to the school office. Make a note on your child's classroom message board for the teacher. Please do not hesitate to ask a staff member for assistance. We also appreciate knowing if your child is on medication since behavior may be affected.

## OUCH REPORT:

Minor injuries sustained at school will be handled by the school staff. The teacher or assistant will fill out a report explaining what happened and what treatment the child received.

*In the event of a serious injury or illness, the parent will be notified immediately.*

If the parent cannot be reached, the Director will determine the next step depending on the circumstances and the seriousness of the situation. The Director may do one or more of the following:

1. Contact the person authorized by the parent on the Emergency Information sheet.
2. Contact the doctor or dentist authorized by the parent on the Emergency Information sheet.
3. Call emergency rescue service.

## PARENT CONFERENCES:

Parent Conferences are available to discuss results of our developmental assessments each year. All parents are welcome to make an appointment with their child's teacher, mentor teacher, or the director at any time to discuss any concerns. We request that you address your concerns without your child present.

## PLAYGROUND SAFETY:

Each classroom has a specific time for recess and use of the playground. For the safety and consideration of all our students, we request that all families exit the playground no later than 10 minutes after class and arrive no earlier than 10 minutes before class. The safety of our children is our highest priority.

## REST TIME:

All full day and kindergarten students are required to have a rest time. Rest time is between 12:30pm and 2:30pm at which time children are read stories, soft music is played, children practice quiet yoga stretches and then backs are rubbed. Nappers need to bring a crib-size sheet, travel pillow & blanket & extra set of clothes from home (Please label all items). A nap-sack will be provided to hold all bedding. Items are required to go home at the end of each week (Thursday/Friday) to be laundered and then returned at the beginning of the following week (Monday/Tuesday). If you are picking up your child early from the Nap Room, please check in with the office first.

## SHARE DAY:

Each class will have their own share day schedule. Your child's teacher will inform you of your child's day. Sharing is important to the children and we ask that the items brought pertain to the theme of the week. We ask that toys be brought ONLY on share days. NO PRETEND WEAPONS OF ANY KIND PLEASE.

## SIGN IN AND OUT:

California State Law requires that your child be signed in and out each day with the following information:

- Time of day and •Signature (first and last) of guardian or authorized persons (must be 18)
- If you arrive late to drop off or early to pick up your child, you must sign in with the school office. We will NOT release a child to anyone that is not authorized by the parent on the child's EMERGENCY INFORMATION CARD. Mission Lutheran School has the right to request identification of the pick-up person before releasing the child. Please keep your child's file updated!

### SNACKS:

We provide two nutritious and organic\* snacks each day, mid-morning and mid-afternoon. Two of the five major food groups will be served. Children will occasionally assist in snack preparation. We implement a "no sugar" policy as often as possible. A copy of our menu is available on your classroom parent board and on our website. \*Organic ingredients depend on availability.

### TERMINATION:

Mission Lutheran School reserves the right to terminate a child's enrollment at any time, for any reason.

### TOILET TRAINED:

Our license requires all students to be fully toilet trained before they enter school. (August 27<sup>th</sup>). Parents will be called when there is a B.M. accident and are required to come to school to change your child. Frequent potty accidents will be discussed in a conference with the parents, teacher, and director in attendance. A plan of action will determine the next steps taken. Pull-ups are not allowed.

### VOLUNTEERS:

We encourage parents to be part of their child's school experience by being a parent volunteer. Please see your child's teacher for volunteer opportunities. Any special talents or career demonstrations are always welcome! There is a "volunteer" information meeting in September explaining how you can help. Volunteers are required to have on file proof of being immunized against influenza (Flu), pertussis (DTAP), and measles (MMR) to work in the classroom. \*Parents who drive students off campus, for field trips, are required to have a copy of their CDL & Insurance Card on file in the school office.

### 5 for \$50

Our "5 for \$50" policy is an incentive for parents to volunteer in their child's classroom: When a parent fulfills 5 hours of volunteering time, a one-time credit of \$50.00 will be given towards tuition (hours must be completed by May 1st). Everyone who volunteers in a classroom must sign-in and out with the office, log their hours in the volunteer book and get a volunteer name badge. Working parents are encouraged to help out too and can take a small project home to complete.

### YOU OUGHT TO KNOW:

These reports are filled out by staff when an "out of ordinary" behavior is exhibited from a student. These reports are to inform the parent of an "unusual behavior" and what action(s) was taken. These behaviors can be, but not limited to excessive crying, fighting with a peer, sleepy, or just "out of sorts."

### LET'S TALK:

It is our belief that communication is vital for your child's success here at M.L.S. You are encouraged to take your concerns, comments, questions and/or ideas to your child's teacher, or Ms. Cathy at any time. We feel truly blessed to be a part of your family's life. Thank you for selecting our school and sharing with us your most precious gift.

# SCHOOL CALENDAR

# 2018-2019

Date	Event	Day & Time	Location
Aug 24 <sup>th</sup>	Meet & Greet	Friday 10am-12pm	Classroom & Courtyard
Aug 27 <sup>th</sup> /28 <sup>th</sup>	First Days of School	Monday & Tuesday	
Sept 3 <sup>rd</sup>	Labor Day (School Closed)	Monday	<b>SCHOOL CLOSED</b>
Sept 19 <sup>th</sup>	Back to School Night - Parents Only	Wednesday 6:30-8pm	Sanctuary
Sept 26 <sup>th</sup> /27 <sup>th</sup>	School Pictures	Wed 9am/Thurs 9am & 1pm	Mission Hall B
Sept 27 <sup>th</sup> / 28 <sup>th</sup>	Parent Volunteer Information Meeting	Thurs 8:45am & 12:45pm / Fri 8:45am	Sanctuary
Oct 10 <sup>th</sup>	Family Fellowship Day	All Day - Wednesday	
Oct 15 <sup>th</sup> – 19 <sup>th</sup>	Book Fair	All Week 9am – 4pm	Mission Hall C
Oct 18 <sup>th</sup>	PJ Story Night	Thursday 6:30-7:30pm	Mission Hall C & Classrooms
Oct 22 <sup>nd</sup> – 26 <sup>th</sup>	Pumpkin Patch	All Week	Backyard
Oct 29 <sup>th</sup> /30 <sup>th</sup>	Farm Day Parade	Monday /Tuesday	Courtyard
Nov 1 <sup>st</sup>	See's Candy Fundraiser Begins	Thursday	
Nov 12 <sup>th</sup>	Veterans' Day (School Closed)	Monday	<b>SCHOOL CLOSED</b>
Nov 15 <sup>th</sup> /16 <sup>th</sup>	Native American Celebration	Thursday & Friday	Mission Hall A & B
Nov 19 <sup>th</sup> – 23 <sup>rd</sup>	Thanksgiving Holiday Recess (School Closed)	All Week	<b>SCHOOL CLOSED</b>
Dec 4 <sup>th</sup>	Nap in Mission Hall B (Sees Delivery)	All Week	Mission Hall B
Dec 5 <sup>th</sup> & 6 <sup>th</sup>	Holiday Boutique	Wednesday & Thursday 8am – 4pm	Courtyard
Dec 12 <sup>th</sup>	Christmas Celebration	Wed 6pm PM Class / 7pm AM	Sanctuary
Dec 24 <sup>th</sup> – Jan 4 <sup>th</sup>	Christmas Break (School Closed)	All Week	<b>SCHOOL CLOSED</b>
Jan 9 <sup>th</sup> & 10 <sup>th</sup>	Chancy Bruce Kindergarten & 1 <sup>st</sup> grade Assessments	Wednesday & Thursday 9am -12pm	Mission Hall B
Jan 14 <sup>th</sup> & 15 <sup>th</sup>	Sensory Screening	Monday & Tuesday	Youth Room
Jan 21 <sup>st</sup>	Martin Luther King Jr. (School Closed)	Monday	<b>SCHOOL CLOSED</b>
Jan 22 <sup>nd</sup>	Staff In-service (School Closed)	Tuesday	<b>SCHOOL CLOSED</b>
Jan 23 <sup>rd</sup> & 24 <sup>th</sup>	Kindergarten Conferences	Wednesday & Thursday	Fireside Room
Jan 23 <sup>rd</sup>	Chancy Bruce – Parent Workshop	Wednesday 6:30 pm	Sanctuary
Jan 25 <sup>th</sup>	Kindergarten Round-Up	Fri 10:30am – 11:30am	Kindergarten Class
Jan 28 <sup>th</sup>	Registration Packets Out	Monday	
Jan 29 <sup>th</sup> - 31 <sup>st</sup>	Parent/Teacher Conferences (Pre-K & TK only)	Tuesday/Wednesday/Thursday	Fireside Rm/Library/Youth Rm
Feb 4 <sup>th</sup> & 5 <sup>th</sup>	Parent/Teacher Conferences (Preschool only)	Monday & Tuesday	Fireside Rm/Library/Youth Rm
Feb 6 <sup>th</sup>	Registration Packets Due Back	Wednesday	School Office
Feb 13 <sup>th</sup>	Family Fellowship	All Day - Wednesday	
Feb 13 <sup>th</sup> /14 <sup>th</sup>	Valentine Parties	Wednesday/Thursday	Classrooms
Feb 15 <sup>th</sup> & 18 <sup>th</sup>	Presidents' Birthdays (School Closed)	Friday & Monday	<b>SCHOOL CLOSED</b>
Feb 21 <sup>st</sup>	Fall 2018 Open Registration Begins – New Families	Thursday 8:30am – 12pm	Mission Hall A & B
March 11 <sup>th</sup>	Staff In-Service (School Closed)	Monday	<b>SCHOOL CLOSED</b>
March 19 <sup>th</sup>	Dad's Chapel Night	Tuesday 6 – 7pm	Sanctuary & Courtyard
March 20 <sup>th</sup> /21 <sup>st</sup>	Lizard Wizard	Wednesday/Thursday	Mission Hall A
March 25 <sup>th</sup> – 29 <sup>th</sup>	Staff Appreciation Week	All Week	
April 1 <sup>st</sup> – 5 <sup>th</sup>	Spring Break (School Closed)	Monday – Friday	<b>SCHOOL CLOSED</b>
April 19 <sup>th</sup>	Good Friday (School Closed)	Friday	<b>SCHOOL CLOSED</b>
April 22 <sup>nd</sup> – 26 <sup>th</sup>	Week of the Young Child	Special events all week	
April 24 <sup>th</sup>	Family Fellowship	All Day - Wednesday	
April 25 <sup>th</sup>	Nap in Mission Hall B (Art Exhibit)	All Week	Mission Hall B
April 25 <sup>th</sup> /26 <sup>th</sup>	Spring Sing & Recycle Exhibit	Thursday 11am & 12:45pm / Friday 11am	Sanctuary & Courtyard
April 29 <sup>th</sup> – May 3 <sup>rd</sup>	Prayer Walk	All Week	Backyard
May 2 <sup>nd</sup>	National Day of Prayer – Wear red, white & blue	Thursday 8:30am & 12:30pm	Sanctuary
May 3 <sup>rd</sup>	Mexican Celebration	Friday 11am	Mission Hall A & B
May 8 <sup>th</sup> /9 <sup>th</sup>	Mother's Day Teas	Wednesday/Thursday	Classroom
May 16 <sup>th</sup> /17 <sup>th</sup>	Cabrillo Aquarium	Thursday/Friday	Mission Hall A
May 23 <sup>rd</sup>	Jana Alayra Concert	Thursday 10:30am	Sanctuary
May 27 <sup>th</sup>	Memorial Day (School Closed)	Monday	<b>SCHOOL CLOSED</b>
June 7 <sup>th</sup>	Kindergarten Graduation	Friday 10:45am	Sanctuary
June 7 <sup>th</sup>	Open House (Minimum Day) School Closes 3pm	Friday 5:00 – 7:30pm	Classrooms & Courtyard
June 10 <sup>th</sup> /11 <sup>th</sup>	Last Days of Instruction	Monday/Tuesday	
June 17 <sup>th</sup> – 21 <sup>st</sup>	School Closed	All Week	<b>SCHOOL CLOSED</b>
*June 24 <sup>th</sup> – Aug 2 <sup>nd</sup>	Summer Camp 2019 @ MLS	6 Weeks	
<b>CHAPEL M-F 8:30am &amp; T/W/TH 12:30pm</b>			<b>Sanctuary</b>

All Dates and times subject to change

Available on our website