

# **Kenter Canyon Elementary Charter School**



**New Parent Guide  
2015-2016**

## **Welcome to Kenter Canyon!**

We have prepared this guide for you to refer to when questions come up. If you can't find the answer within these pages, we urge you to visit the Kenter website at [www.kentercanyon.org](http://www.kentercanyon.org). You will need to register on the Kenter website ASAP so that you can start receiving the online Friday folders containing new information on upcoming events at Kenter.

We try to update the website weekly with all of the pertinent information you would need. The best way to find information on our website is to go to the Search area at the top right corner of the webpage and type in some key words. If you still can't find what you're looking for, we welcome you to contact our PSG President, Amy Bersch ([president@kentercanyon.org](mailto:president@kentercanyon.org)) We are here to help, so please don't hesitate to contact us.

### **FREQUENTLY ASKED QUESTIONS**

#### **1. What forms do I need to turn in the first week of school?**

On our website, you will find an area titled "Forms You Need". The following forms need to be downloaded and returned to your classroom:

- \_\_\_\_\_ Student Emergency Information Form
- \_\_\_\_\_ Parent Student Handbook Acknowledgement Form
- \_\_\_\_\_ Release of Information
- \_\_\_\_\_ Ethnicity and Race Identification of Students
- \_\_\_\_\_ Request for Pesticide Use Notification
- \_\_\_\_\_ Youth Services Afterschool Agreement
- \_\_\_\_\_ Restitution Policy
- \_\_\_\_\_ Acceptable Use Policy for Usage of Computers
- \_\_\_\_\_ Online Directory Participation Form

#### **2. What is PSG?**

The Parent Support Group is the parent fundraising association that provides the money for our enrichment programs, instructional aides, equipment and supplies. In 1983, parents at Kenter Canyon organized a non-profit corporation, the Kenter Canyon Parent Support Group, to raise money for art, music, drama, physical education, computers, aides, and many other extras that enhance our school. KCPSG is organized and run by parents who put on fundraisers and manage the more than \$750,000 raised annually. PSG also arranges community events, organizes volunteers for certain school events and assists with the website and other

technology. Directors are elected for a two-year term. PSG general meetings are held at school every two months at 8:30 am in the Staff Lounge. Everyone is invited and encouraged to attend.

### **3. What is Governance?**

The Kenter Governance Council is responsible for making operational, personnel, curriculum related, budgetary and other policy decisions for our school. The Governance Council consists of the Principal, seven teachers, one non-teaching employee, seven parents of students attending Kenter, and one community member. This structure ensures that Kenter's programs address the needs of the student body, the parents, and the community it serves. Representatives have overlapping, two-year terms and are elected by their peers. Governance meetings dates/times are noted on the website Calendar.

### **4. What are Head Room Parents?**

The Head Room Parent is the liaison between the teacher and the rest of the parents in each classroom. Head Room Parents check in with the teacher on a weekly or bi-weekly basis and find out if they need anything. They serve as the "go to" person when parents have questions, and they coordinate a number of different volunteer positions. In addition, Head Room Parents act as a liaison between PSG and the rest of the parents in the class by distributing important information and encouraging class participation in PSG-sponsored events. Head Room Parents are asked to attend the monthly PSG meetings to keep them informed of current and upcoming PSG matters.

### **5. What are Classroom Volunteers?**

Classroom volunteers oversee activities in your child's classroom. These positions require helping the students with things such as classroom art projects, library time, emergency kit collection, etc. Serving as head of a class committee is a great way to develop a relationship with your child's teacher and to meet the other parents in your classroom. Some of these class committees also serve as a class liaison to PSG committees (such as Family Festival, Book Fair/library etc.). These committees enable you to meet other parents in the Kenter Canyon community. Please see the Classroom Volunteer Signup sheet on our website for job descriptions and decide which ones you would like to volunteer for.

### **6. What fundraisers and community events does Kenter have?**

Kenter has many different fundraisers during the school year. We hope that Kenter families will participate in all of our fundraisers to the extent that

they are able, as we have found that our fundraisers are also some of the most fun community events around! Listed below are a few of the biggest fundraisers; however, we also have Book Fairs, Spirit Wear Sales, as well as other events throughout the year.

- **Annual Giving/Class Dinners:**

These occur in the first two months of school. Your Class Dinner is an opportunity to get to know each other and your teacher. One family hosts the dinner at their house and usually everyone brings food, drinks, etc. It's a parent-only event. It is also the start of Kenter's largest fundraiser, the Annual Giving Campaign. 100% of the funds raised from this Campaign go directly to the school and to programs for your children such as Science, Computer, Art, Music, Physical Education, Library, Aides in each classroom and more. The suggested donation is **\$1175.00 per child**. Obviously, some families are able to give more, and some cannot; we ask that you give what you can.

- **Book a Party:**

This is one of our most popular fundraisers. Kenter families host and underwrite different kinds of parties for kids and adults, and the attendees pay a fee to attend the parties. Successful parties in the past have included Poker Night, pajama parties, cooking classes, Sports Mania, etc. There is a Book a Party breakfast where you can sign up to attend as many parties as you like. If you can't attend the Book a Party breakfast, the Kenter website will list those parties that are not sold out, and you can sign up online at any time during the year. All proceeds from Book a Party events go directly to PSG to fund the enrichment programs at Kenter.

- **Coyote Prowl**

The Coyote Prowl, Kenter's Walk-A-Thon, combines exercise with a fun way for students to feel pride in helping their school. This spirited, school-wide event involves all of the kids walking or running laps around the South Yard for pledges. 100% of the funds raised will benefit our students and will support all of our enrichment programs and classroom aides.

- **Halloween Howl and Haunted House:**

The Halloween Howl and Haunted House is held annually on the South Yard and is a great community builder. This year's event will take place on September 23<sup>rd</sup> and 24<sup>th</sup>. There will be carnival games,

a costume contest, a cake decorating contest, food booths, a Haunted House and a prize booth.

- **Online Auction and Gala/Live Auction:**

The Online Auction is run completely online and spans over one week. You can bid on a variety of items in the privacy of your own home. At the end of the week, we will celebrate with our famous Gala and Live Auction. This is THE party of the year and should not be missed!!

## **7. What is the Directory?**

The Kenter Canyon Directory is a listing of each student and family at Kenter, published each year by the Kenter PSG Directory Committee. The Directory is solely for the private use of the Kenter Community and is a valuable resource for staying connected to other Kenter families. This information is NOT taken from the LAUSD enrollment database, which is why it's important for you to complete the Directory Consent form ASAP. These forms will be available in the Main Office, or you can find a link on the Kenter website. Only those families that provide their information will be included in the Directory. Once you have completed the form as a new parent, you will only need to confirm each year that your information is correct to be included.

## **8. What is the Class Roster?**

The Class Roster is used by class parents only. This roster will be compiled quickly, with parental consent, to be used as a tool for communication within the classroom. The Head Room Parent will create and provide the roster to all families in the class.

## **9. What is "Tea with Terry"?**

"Tea with Terry", commonly referred to as "TwT" is an opportunity for parents to informally meet with Principal Terry to discuss various topics of interest and enjoy tea and coffee. No children, please.

Dates include: August 18 (New Parents "TwT"), October 8, November 10, January 15 and March 15.

## Calendar of Kenter Events

### August

**New Parents “TwT”:** An opportunity for new parents to informally meet with Principal Terry and learn more about Kenter Canyon. 8/18/2015

**Family Picnic:** Held the first week of school. Spread a blanket, buy food there or bring your own. This is a great way to connect with your new classmates and buy Spirit Wear. 8/21/2015.

**Spirit Wear:** Buy clothes with Kenter’s logo. Wear your Spirit Wear every Friday.

**Book Fair:** Purchase books in the Library during the week prior to Back to School Night. 8/26-9/1/2015

**After School Classes:** Fall registration for a 10-week session of after school classes. Sign up online or complete a form in the Auditorium. Online registration begins 8/23/2015. Classes start 8/31/2015

### September

**Back to School Night:** Parents only. Meet your child’s teacher and see their classroom. 9/1/2015.

**PSG Meet and Greet:** Meet Kenter parents and learn how you can get involved at Kenter. This is HIGHLY recommended for new parents. 9/11/2015.

**Class Dinners:** Get together with parents and your teacher. This is the start of our Annual Giving Campaign. 9/8-10/22/2015

**Orchestra:** Sign up for orchestra online.

## October

**“Book a Party” Breakfast:** Fun morning event to sign up for “Book a Party” events. 10/6/2015.

**“TwT”:** An opportunity to informally meet with Principal Terry. 10/8/2015

**Art Night:** Students attend FREE art workshops provided by parent volunteers. 10/13/2015.

**Picture Day:** 10/16/2015.

**Halloween Howl and Haunted House:** See above description. South Yard 10/24/2015.

## November

**PSG General Meeting:** 8:20am in the Staff Lounge. 11/2/2015

**CPK Night:** Grade specific fundraiser at CPK.

**Square One Art Projects:** See your child’s artwork on various items that you can purchase.

**“TwT”:** An opportunity to informally meet with Principal Terry. 11/10/2015

**Fall Production:** After school Theatre class culminates in performances on two nights. 11/13-11/14/2015.

**Parent/Teacher Conferences:** Meet with your child’s teacher to monitor achievement. 11/13-11/19/2015.

## December

**Holidays from the Heart Wrapping Day:** Wrap gifts for needy families through Children’s Hospital. 12/10/2015.

**Holidays from the Heart Delivery Day:** Deliver gifts to needy families through Children’s Hospital. 12/12/2015.

**Holiday Show:** Come enjoy your child's performance in a musical program. 12/16-12/18/2015.

### **January**

**Afterschool Classes:** Register online. 1/10/2016 Classes begin. 1/19/2016.

**"TwT":** 8:20 am on 1/15/2016

**PSG General Meeting:** 8:20am in the Staff Lounge. 1/26/2016

### **February**

**Talent Show Auditions:** 2/2/2016 and 2/4/2016

**Gala and Live Auction:** Our BIG party of the year. This event features dinner, dancing, and live auction bidding. 2/20/2016.

**Online Auction:** Bidding for various items online. 2/23/2016.

### **March**

**Talent Show:** A fun night showcasing our student's special talents. 3/13-3/4/-3/5/2016.

**Literacy Night:** A fun night presenting various authors, poets and workshops. 3/10/2016.

**"TwT":** An opportunity to informally meet with Principal Terry. 3/15/2016

**Afterschool classes:** Spring registration for an 8-week session. 3/22/2016.

### **April**

**PSG General Meeting:** 8:20am in the Staff Lounge. 4/1/2016



**Science Fair/Science Night:** Students learn through experiments in science. 4/5/2016

**Open House:** Parents and Students visit their classrooms. 4/19/2016

**Coyote Prowl:** This spirited, school-wide event involves all of the kids walking or running laps around the South Yard for pledges. 4/28/2016

**Kinder Howdy Day:** We welcome incoming kindergartners. 4/29/2016.

### **May**

**Staff Appreciation Week:** Parents show the Kenter staff how much we appreciate them by giving them flowers and providing lunch various days. 5/2-5/9/2016.

**Spring Orchestra Concerts:** Concerts from our Orchestra class. 5/26/2016

**PSG/GC Elections:** 8:20am in the Staff Lounge. 5/26/2016

### **June**

**Kindergarten Culmination.** 6/9/2016

**5<sup>th</sup> Grade Culmination Ceremony.** 6/10/2016

We hope that this manual has been helpful. We strongly encourage you to attend the PSG and/or Governance Council Meetings and find out how to get more involved at Kenter. We strongly believe that our school is successful because of our strong parent participation.

Welcome to the Kenter Family!!