



WELCOME TO CHRISTIAN DAY CHILD ACADEMY

2023-24 PARENT ORIENTATION



It is an honor and a privilege to be entrusted with your children
as they grow and learn in God's love.

Thank you.

“Jesus grew in wisdom, and in stature, and in favor with God and man.” Luke 2:52

MISSION STATEMENT

“To glorify God by nurturing the spiritual growth and academic development of children with Biblical truth in a Christ-centered environment.”

Jesus Christ is the foundation of our school. 1 Cor. 3:11

“For this reason I bow my knees to the the Father of our Lord Jesus Christ, from whom the whole family in heaven and earth is named, that He will grant you, according to the riches of His glory, to be strengthened with might through His Spirit in the inner man, that Christ may dwell in your hearts through faith; that you, being rooted and grounded in love, may be able to comprehend with all the saints what is the width and length and depth and height - to know the love of Christ which passes knowledge; that you may be filled with the fullness of God. Now to Him who is able to do exceedingly abundantly above all that we ask or think, according to the power that works in us, to Him be glory in the church by Christ Jesus to all generations, forever and ever. Amen.” Ephesians 3:14-21

PARTNERS IN EDUCATION

WORKING TOGETHER TO PROVIDE STRENGTHEN YOUR CHILD'S DEVELOPMENT

- The early years in a child's life are critical to their growth and development.
- Here at CDCA we strive to work with you to provide the best possible experience for your child.
- In our classroom we teach the three R's:

RESPECT * RESPONSIBILITY * REVERENCE

to nurture each child's developmental, spiritual, and emotional needs.

PARTNERS IN EDUCATION

SETTING OUR STUDENTS UP FOR SUCCESS

- By establishing **clear, consistent, and understandable** (kid-friendly) **classroom expectations** our students can approach their school day with confidence!
- If challenging behaviors arise, they will be addressed with loving firmness through:
 - prayer
 - redirection
 - establishing a behavior plan as needed
 - positive direction: “Hands are for helping, not hitting.”
 - partnering with parents

“Train up a child in the way he should go - even when he is old he will not depart from it.” Proverbs 22:6

COMMUNICATION

LET'S KEEP IN TOUCH

We believe that good communication is important in every relationship.

- If you have questions or concerns about your child, their progress or about CDCA, please contact our director, Debbie Karban. (952) 431-2025 or CDCA@mnvalley.org
- School updates & resources are available at: christiandayacademy.com
- Weekly “Snippets” emails and monthly class newsletters highlight current curriculum topics, Bible verses & special events.
- Other items may be communicated via handouts - these will be sent home on Thursdays or Fridays, along with the week’s papers & artwork.

COMMUNICATION

PRAYER WARRIORS

The partnership we have with our CDCA families extends beyond the classroom.

- As a staff, we pray continually for our students and their families.
- We welcome all prayer requests. Please let us know how we can provide support and pray for you!
- Would you please consider praying for us? We humbly ask for prayers for our school and staff as we strive to use our God-given strengths to teach, encourage, and support our students.

Thank you for your prayers.

OUR STAFF

DEBBIE KARBAN, DIRECTOR

CHERYL LADENDORF, ASSISTANT DIRECTOR

MWF:

- **Pre-K 4 Lead Teachers:** DeVon Sadowski & Tanya Grawe
 - Assisted by: Jenni Koles & Rebekah Olson
- **Pre-K 5 Lead Teacher:** Cheryl Ladendorf
 - Assisted by: Kathy Osthus

T/TH:

- **3's Lead Teacher:** Rebekah Olson
 - Assisted by: Cheryl Ladendorf, Tanya Grawe & Karen Koles (substitute)
- **Pre-K 4 Lead Teacher:** DeVon Sadowski
 - Assisted by: Jenni Koles

OUR CURRICULUM

- **Our classroom activities are designed to engage students in:**
 - Spiritual Development (Wee Wisdom, Living Word Friendship)
 - Pre-Reading & Pre-Number Readiness (Literacy, Math)
 - Perceptual Skills
 - Social Studies
 - Science & Health
 - Movement & Physical Development (fine & gross motor skills)
 - Monthly & Seasonal Specials
- **“Early Bird” Activities** (will begin after the school year is underway)
 - A special activity for students to start their day with
 - Completed within the first 10 minutes after arrival
 - Typically serves as a review of a concept or an introduction to a larger project

LITERACY BUILDING BLOCKS

- **Color of the Week** (T/TH class only)
 - Wear clothing the color that we are learning about that week.
- **The Letter Poster**
 - Bring in a picture or drawing of something that begins with the “letter of the week” to create a class poster to be shared.
- **The Letter Bucket**
 - Each child will have an opportunity during the school year to bring home the “letter bucket”.
 - They may choose up to **FIVE ITEMS** from home that start with that letter and share them with the class.
- **Birthday Posters** (Pre-K 4 students only) **Child of the Day** (Pre-K 5 students only)

Our **Music** and **Reading Connection** lending libraries will become available in October.

MONTHLY SPECIALISTS

Beginning in October our students will have the opportunity to “DIVE A LITTLE DEEPER” and learn more about God’s amazing world through...

- THE FRUITS OF THE SPIRIT with Mrs. Karban
- WORD & WORSHIP with Ms. Olson
- ART APPRECIATION with Mrs. Sadowski
- MAJESTIC MUSIC with Mrs. Osthus
- SCIENCE SPARKS with Mrs. Grawe
- MATH MATTERS with Mrs. Sadowski

CELEBRATIONS

HIP, HIP, HOORAY!! IT'S YOUR BIRTHDAY!

Birthdays are special days here at CDCA.

Birthday crowns, being the class leader, eating a special treat at snack time, and receiving a “little surprise” at the end of the day, are just a few of the ways we like to celebrate your child.

PLEASE NOTE...

- Birthday snacks will be provided by CDCA.
- Students **will not** be asked to bring a treat from home.

CELEBRATIONS

SEASONAL SPECIALS, PROGRAMS & EVENTS

Watch for details in our monthly newsletters for special opportunities to share in your child's growth here at CDCA.

CLASSROOM PARTIES

- We will be having four parties during our school year:
 - Thanksgiving Feast & Harvest Party
 - Christmas Party
 - Valentine's Day Party
 - Easter Party

Watch the CDCA website and monthly newsletters for details.

A TYPICAL DAY AT CDCA

DEVOTIONS & CLASS TIMES

Before the start of each school day, our staff sets aside the time between **8:50-9:05am** to spend with the Lord in prayer and devotion.

- If you need to reach us please call prior to this time, otherwise we will check for voicemail messages once the school day begins.

Our school day runs from 9:10-11:45am, with Chapel Time starting at 9:30am.

- Arriving on time allows allows children to get the most out of our day together!
- Please have your child use the bathroom at home **before** they come to school, whenever possible.

A TYPICAL DAY AT CDCA

DROP-OFF & PICK-UP PROCEDURES

PLEASE NOTE THAT THERE HAVE BEEN SOME CHANGES...

- **Arrival and departure** will occur through the **DOUBLE DOORS** in front of the church Sanctuary.

UPON ARRIVAL parents are greeted by a staff member who will check their student in.

- Parents then escort their student downstairs to our classroom foyer, where our students hang up their coats and backpacks.

- If the classroom **door is open**: please **say a quick, loving goodbye** to your student and exit up the stairs and out the single departure door by the church office.

UPON DEPARTURE parents check-in with the staff at the double doors and wait until the students are brought upstairs by the staff.

- Parents are then directed to pick-up their student and exit through the departure door.

A TYPICAL DAY AT CDCA

DROP-OFF & PICK-UP PROCEDURES CONTINUED

- **If you need to pick up your child early...**
 - Please inform the staff during drop-off, if possible
 - Call the school upon your arrival and your child will be brought up to you

- **If someone OTHER THAN YOU is picking up your child** staff must be notified with a written permission slip or telephone call. We will ask to see the ID of those we are not familiar with... even parents we are still getting to know :)

A TYPICAL DAY AT CDCA

MORNING ROUTINE

Our morning routine is designed to help build your child's confidence and independence by strengthening their "self-help" skills. *

- After arriving downstairs, students locate their assigned coat hook & hang up their belongings.
- Inside the classroom:
 - They are welcomed by another teacher
 - Directed toward the attendance chart & choose a sticker to place by their name
 - Walk to the art sink to wash their hands
- **Now our CDCA friends are ready to learn!!** Either by locating their seat and beginning the "Early Bird" activity for the day **or** through "free-choice" playtime until Group / Chapel Time starts.

*Support and guidance will be given every step of the way!

A TYPICAL DAY AT CDCA

MWF PRE-K 4 & PRE-K 5 CLASS SCHEDULE

9:10	Drop-Off, classroom door opens & school starts
9:10-9:30	Beginning Activities: Morning Routine & “Early Bird”
9:30-10:00	Group & Chapel Time* music, exercise, story, Wee Wisdom & Living Word Friendship
10:00-10:20	Curriculum & Art Activities (split classes)
10:20-10:40	Free Choice, Activity Centers, Library Time
10:40-11:00	Clean Up, Bathroom, Snack
11:00-11:10	Literacy Building Block Activities**
11:10-11:35	Large Muscle Activities & Outdoor Play (Fall and Spring)
11:35-11:45	End of the Day Activities
11:45	Dismissal & Pick-Up

**Art Appreciation, *Majestic Music, *Fruits of the Spirit, *Word & Worship, **Math Matters & **Science Sparks occur during these specific times.*

A TYPICAL DAY AT CDCA

T/TH 3'S & PRE-K 4 CLASS SCHEDULE

9:10	Drop-Off, classroom door opens & school starts
9:10-9:30	Beginning Activities: Morning Routine & “Early Bird”
9:30-9:50	Group & Chapel Time*: music, exercise, story & Wee Wisdom
9:50-10:40	Curriculum & Art Activities (split classes) Free Choice, Activity Centers, Library Time
10:40-11:05	Clean Up, Bathroom, Snack
11:05-11:15	Literacy Building Block Activities**
11:15-11:35	Large Muscle Activities & Outdoor Play (Fall and Spring)
11:35-11:45	End of the Day Activities
11:45	Dismissal & Pick-Up

**Art Appreciation, *Majestic Music, *Fruits of the Spirit, *Word & Worship, **Math Matters & **Science Sparks occur during these specific times.*

DRESSING FOR SUCCESS AT SCHOOL

Our goal At CDCA is to provide a safe and encouraging environment for your child to learn and grow in. Therefore, we discourage our students from wearing clothing themes that can be considered scary. This includes images depicting violence, weapons, skulls, wizards, witches or magic items. School t-shirts will be made available for students to wear if a replacement shirt is necessary.

- **Everyday your child will need:**
 - **A backpack** - name clearly labeled on the front & large enough to hold their papers and artwork
 - **Comfortable play clothes** that
 - Are okay to get dirty - even with paint shirts, artistic masterpieces can end up on clothing
 - Your child can manage independently when using the restroom
 - **Tennis shoes** or other comfortable shoes for playing outside on the playground
 - **Outerwear that is appropriate for the season** - we play outside throughout the Fall and Spring
- **At the start of the school year, please bring a Ziploc bag, labeled with your child's name, containing a complete change of clothing** (shirt, pants, underwear and socks). These will be kept on site throughout the year in case there is ever a need for dry clothing.

PLEASE LABEL ALL COATS, HATS, SCARVES & MITTENS WITH YOUR CHILD'S NAME

Multiple children may own the same type of coat or hat & it isn't uncommon for a child to innocently claim an item they may like as their own. :)

SNACK TIME

Each day a thoughtfully chosen snack will be provided for your child.

- Our goal is to offer **wholesome snacks** free of artificial ingredients, colors, and flavors whenever possible (birthday snacks may be the exception). Your child's snack will contain items from at least two different food groups, one of which will be a whole grain. **While we always encourage our students to try new foods, they do have the option to say "no, thank you" to the snack we are serving. "Alternative" snacks will not be offered.
- Students will have the option to drink either **100% juice or water** along with their snack.
- If your child has a **special dietary need** due to food allergies, sensitivities or family preferences (vegan, for example) we ask that you provide an appropriate snack for them to be served during our snack time.
 - Past families have brought in multiple packages of dietary compliant snacks for their child - providing a variety snack options throughout the week.
 - Packages are labeled with the students name and placed in a special section of our snack cupboard & parents are informed when the supply is getting low.
 - Please note: Licensing requires all snacks to be in their original, nutritionally labeled packaging & snacks with an expired "best by" date cannot be served.

ABSENCES & HEALTH POLICIES

Strict adherence to our health policies is important to the wellbeing of our students and staff. We appreciate your consideration of our CDCA families and staff when making the decision as to whether or not you should send your child to school if they, or someone else in your family, show any sign of illness. If you have any further questions*, please refer to the Parent Handbook found on the CDCA website, located [here](#).

- Notify CDCA if your child will be absent - illness, family vacation, appointment, etc.
- If your child is **absent due to illness**, please **let us know as soon as possible**. Licensing requires us to notify all parents of communicable diseases such as strep, pink eye chicken pox, lice, COVID...
- **If your child displays any of the following symptoms... they **SHOULD NOT** attend school**
 - Fever
 - Diarrhea
 - Vomiting
 - Cold*
 - Sore throat*
 - Coughing
 - Eye Redness*
 - Rash*
 - Any contagious illness

HEALTH POLICIES CONTINUED

If your child is not feeling well in general, acting lethargic or out of the ordinary, please keep them at home.

- **If your child were to become ill while at CDCA**
 - You will be contacted & expected to pick up your child as soon as possible
 - The child will be separated from the other children
 - A teacher will remain with the child and attend to their needs until the parent arrives to take them home
 - **If a parent cannot be reached, the emergency contacts listed in the child's file will be contacted** in respective order

The CDCA Allergy Policy and First Aid Administration & Authorization Procedures
can be located in the Parent Handbook.

WEATHER RELATED SCHOOL CLOSINGS

Families will be notified via email of school closings due to weather.
The information will also be posted on our

SCHOOL WEBSITE:

WWW.CHRISTIANDAYACADEMY.COM

- **Please feel free to pick up your child anytime that you are concerned about the weather conditions.** Your comfort and safety are our priority.
- If you have questions about our school being open, please email Debbie Karban at CDCA@mnvalley.org (if your inquiry is prior to the start of the school day) or call the school at (952) 432-2025 (if it is during normal school hours).

WELCOME "LITTLE LAMBS"

OUR T/TH 3 YEAR OLD CLASS

Learning through play all throughout our day!

- **For many children, the CDCA 3 year old class is their first exposure to a school setting. Oh, there is so much to learn!** Therefore, much of our focus will be on learning how to follow classroom expectations & routines, take turns, navigate social interactions, and develop self-help skills. Our teaching of academic subjects (letters, numbers, colors, shapes) and fine motor skills (pencil work and scissors) will look more like play than work. There is a method to our madness... **CHILDREN LEARN BEST THROUGH PLAY!** And playing is a great way to spark curiosity and a love of learning.
- **Our Chapel Time is called "Wee Wisdom"**
 - This is the time of our day that is set aside to learn about God's plan for our amazing world, how much He loves us, and how He wants us to love others.
- **Every month the students will receive two Scholastic Readers.** These are a fun way to introduce and reinforce beginning concepts (numbers, letters, shapes) as well as social skills. We may use these at school or send them home for you to explore with your child.

GOD LOVES HIS LITTLE LAMBS & WE DO TOO!

WELCOME "CHEERFUL CHIPMUNKS"

OUR T/TH PRE-K 4 CLASS

We are excited to meet you and look forward toward teaching you all about God!

- **Our Chapel Time is called "Wee Wisdom"**
 - This is the time of our day that is set aside to learn about God & His great love for us.
 - We will also be learning the verses that will become the basis of our **special Color Bibles** that we create throughout the year with the help of Mrs. Karban.
- **During the year we will learn about letters & letter sounds, numbers, the days of the week & how the calendar works, community helpers, patterns, God's amazing creation, rhyming and much more.**
- **Every month the students will receive two Scholastic Readers.** These are a fun way to introduce and reinforce beginning concepts (numbers, letters, shapes) as well as social skills. We may use these at school or send them home for you to explore with your child.
- **To help celebrate each child's birthday, the Pre-K 4 classes create an "All About Me" poster to share with their classmates.** It's a great way for them to share about the people they love, activities they enjoy doing, and their "favorite" things. Mrs. Sadowski will provide you with poster board and more details a few weeks before we celebrate your child.

GOD HAS BIG THINGS PLANNED FOR YOU - WE CAN'T WAIT TO SEE WHAT HE HAS INSTORE FOR OUR YEAR TOGETHER!!

WELCOME "EAGER BEAVERS"

OUR MWF PRE-K 4 CLASS

We are excited to meet you and look forward toward teaching you all about God!

- **Our Chapel Time is called "Wee Wisdom"**
 - This is the time of our day that is set aside to learn about God & His great love for us.
 - We will also be learning the verses that will become the basis of **our special Color Bibles** that we create throughout the year with the help of Mrs. Karban.
- **During the year we will learn about letters & letter sounds, numbers, the days of the week & how the calendar works, community helpers, patterns, God's amazing creation, rhyming and much more.**
- **Every month the students will receive two Scholastic Readers and a Science Spin magazine.** These serve as a literary building block and a great way to learn about the world around them. We may use these at school or send them home for you to explore with your child.
- **To help celebrate each child's birthday, the Pre-K 4 classes create an "All About Me" poster to share with their classmates.** It's a great way for them to share about the people they love, activities they enjoy doing, and their "favorite" things. Mrs. Sadowski will provide you with poster board and more details a few weeks before we celebrate your child.

GOD HAS BIG THINGS PLANNED FOR YOU - WE CAN'T WAIT TO SEE WHAT HE HAS INSTORE FOR OUR YEAR TOGETHER!!

WELCOME "BUSY BEES"

OUR MWF PRE-K 5 CLASS

Pre-K 5 is a unique class for children with summer birthdays and for children who would benefit from having another year to grow, both socially and emotionally.

- **Our Chapel Time is called "Living Word Friendship"**
 - This is the time of our day that is set aside to learn about God & Christian values - specifically the **BEATITUDES** - which are the basis of the **special Pre-K 5 Bible** our students create throughout our year.
- **During the year we will work on memorizing the PLEDGE OF ALLEGIANCE ** BEATITUDES ** CHRISTMAS STORY ** 23RD PSALM**
- **Every month the students will receive two Scholastic Readers and a Science Spin magazine.** We may use these at school or send them home for you to explore with your child.
- **Starting in January, we will begin to celebrate the "Child of the Day".** Each child will have the opportunity to 'shine in the spotlight' as we celebrate the wonderful person God created them to be! During class they will create a special crown to wear in honor of their day, be the Pre-K 5 group leader and share an "All About Me" poster with their classmates.

This is a wonderful class for your child to learn, grow emotionally & spiritually, build communication skills, broaden their thinking skills and have fun...

PRE-K 5 IS A GREAT STEPPING STONE FOR STUDENTS TO BECOME ALL THAT GOD CREATED THEM TO BE!

HOUSEKEEPING ITEMS

FORMS & PERMISSION SLIPS

- The following paperwork must be *completed and returned* before your child's first day of school at CDCA:
 - Emergency Form
 - Registration Form
 - Health Form
 - Allergy Action Form (*If your child has specific allergies identified by their doctor this form will need to be completed.)
 - Immunization Form
 - General Permission Form
 - Financial Agreement Form
 - Pre-Admission Conference Form
- These forms will be mailed to your home and are available on our website, christiandayacademy.com.
- Please fill in **all** of the blanks on the forms - place a dash in the empty space if the item does not apply to your child.
- Clearly list the telephone numbers and addresses of your child's doctor and dentist on the Emergency Form.
- Please identify two individuals who are able to come pick-up your child if they become ill at school and you are unable to be reached.

Completed forms may be **MAILED INTO CDCA** by August 31st or **DROPPED OFF IN THE CDCA DROP BOX** located at the front door of the school on August 29th, 30th & 31st from 8am - noon.

HOUSEKEEPING ITEMS

TUITION

Tuition should be paid the 1st day of each month (either by mail or placed in the **check box** provided **at the arrival desk**)

- **Two days per week:** \$175.00 per month
- **Three days per week:** \$227.00 per month
- Bills are not mailed out unless tuition is late.

Available Discounts:

- 10% discount for Minnesota Valley Church members
- 5% discount for second & third child enrolled from the same family
- Active Military discount - speak with Debbie Karban to learn more

An additional, one-time Snack & Supply fee of \$55 will be collected for all classes.

- This can be added to September's tuition check. (**September total: T/Th class = \$230.00, MWF class = \$282.00**)

CDCA IS GOD'S SCHOOL

ALWAYS HAS BEEN, ALWAYS WILL BE

CDCA has been rooted in the Gospel from the moment God planted the idea into the hearts of JaNette & Lloyd Flogstad 50+ years ago... we wouldn't have it any other way.

We are so blessed to have the opportunity to share God's love with these little ones.

Thank you for sharing your children with us.

WELCOME TO THE CHRISTIAN DAY FAMILY

FREQUENTLY ASKED QUESTION'S

I am afraid my child will experience separation-anxiety... New experiences and new people can sometimes cause children to cling to what they find familiar...YOU. Thankfully, our staff have a few “tools in their toolboxes” to help with just that! We are prepared to provide extra love, support, and even an additional lap or two, to help your child transition into preschool.

Can my child bring in a favorite toy / blanket from home to help comfort them? Sadly, the answer is no. in order to protect the health and safety our students, families, and staff, we will not be allowing students to bring toys / lovies from home. **Thank you for your cooperation.**

What is a “combined classroom” and how does it work? A “combined classroom” simply means that there are two different age groups learning and playing together. The children play, sing, exercise, and have snack as a group but the curriculum activities and Chapel Times are separate. We find that this is a wonderful way to encourage leadership skills in the older children, An added bonus - with more teachers in the classroom it is easier for students to find someone they can make a special connection with. :)

MORE... FREQUENTLY ASKED QUESTION'S

Can I volunteer to help? We love having parent volunteers at CDCA! Watch our “School Snippets” for volunteer opportunities that arise. :)

Will there be a visit from Firefighter Jay, Officer Quincy and the other community helpers this year? **Yes!** We are excited to visit with these real-life “superheroes” !

My child has a summer birthday, will they still be able to celebrate at school? **Yes!** Every child, regardless of what month their birthday falls in, will have the opportunity to celebrate their birthday at school. :) Birthdays that occur while school is not in session may be celebrated in an adjoining month (for example: August birthdays being celebrated in September) or as a “half-birthday”. Our Pre-K 5 students always celebrate their “half-birthday.” If you have questions please speak with Mrs. Sadowski, our birthday coordinator.

What about conferences? Do you have them? **Yes!** Parent-Teacher conferences are held twice a year via telephone. A sign-up sheet for Fall Conferences will become available in October.

Is CDCA a non-profit? **Yes!** Our school is a 501(3) C non-profit organization. Donations are accepted and a tax-deductible receipt is provided upon request. Thrivent members can chose to direct their Choice Dollars to our school.

MAY GOD BLESS YOUR DAY!

“I will bless the LORD at all times: His praise shall continually be in my mouth. My soul shall make her boast in the LORD; the humble shall hear of it, and be glad. Oh, magnify the Lord with me, and let us exalt His name together. I sought the LORD and He heard me and delivered me from all my fears.” Psalm 34:1-4