



All required enrollment paperwork can be completed online via Infinite Campus. Scan the QR code to the left or visit [bit.ly/SPS\\_IC](https://bit.ly/SPS_IC) to access Infinite Campus. You may also download the app on your smart phone.

# BACK TO SCHOOL GUIDE

## 2023/24 School Year - Stepping Stones Preschool



Below is a list of important actions that should be completed before preschool begins on Thursday, September 7, 2023.

1



### MARK YOUR CALENDAR FOR CONNECT & CELEBRATE

**Tuesday, September 5**

10:00am - 6:00pm

**Wednesday, September 6**

8:00am - 4:00pm

Connect & Celebrate can last 15-30 minutes depending on your student's needs and desire to tour the school, connect with staff, etc.

If enrollment paperwork is not completed online, hard copy forms will be available at Connect & Celebrate.

You can also bring your child's school supplies to Connect & Celebrate. Siblings are welcome.

2



### COMPLETE REQUIRED ENROLLMENT PAPERWORK

Log into Infinite Campus to complete the required enrollment information (QR code above).

1. Complete general & emergency contact info
2. Complete contact preferences (opt-in for text, check email preferences, update main contacts, etc.)
3. Complete/Update household information
4. Complete/Update health information; immunization records can also be emailed or delivered to the school nurse
5. Complete the Educational Meal Benefits form

An optional media-opt out form is also available. Only complete this form if you do NOT want your child's photograph or likeness used in school related publications

3



### MAKE YOUR FIRST PAYMENT BY AUG 15 & REVIEW LATE PICK UP FEE REMINDER

Payments are due on the 15th of the month prior to attendance (ex. September tuition payment is due August 15). If the 15th falls on a weekend or holiday, the payment will be due by the next business day. Payments must be received in order to attend preschool.

Cash or check payments are only accepted at the District Office, 1200 Shakopee Town Square; payments cannot be accepted at Pearson Early Learning Center. Credit card payment can be made online. Turn over for more information.

#### Late Pick Up Fees

Any students remaining after class will be brought to the office. Families will be charged \$1.00 per minute as a late fee.

4



### OBTAIN SCHOOL SUPPLIES OR REQUEST SUPPORT

- Markers - washable
- Crayons - 24 count
- 2 glue sticks
- 2-Pocket folder, plastic preferred that is labeled with the child's name
- Backpack large enough to fit the folder
- Box of Kleenex

5



### SCHEDULE A FREE, ONSITE EARLY CHILDHOOD SCREENING

As a 4-Star Parent Aware program, an early childhood screening is required for all children within 90 days of starting Stepping Stones Preschool (eligibility starts at 3 yrs. of age and is also required to enter Kindergarten). Scan the above QR code with your smartphone or call 952.496. 5861 to schedule a free screening at Pearson Early Learning Center.



Connect with the school nurse at 952.496.5864 on any medical or support needs. Health services resources can be found here: [bit.ly/SPSHealthServices23](https://bit.ly/SPSHealthServices23)



Due to recent federal and state updates, one free breakfast and one free lunch will be provided to all students. No action is needed to receive free meals but by submitting an Educational Meal Benefit form, additional school funding may be approved.



@PearsonEarlyLearningCenter



@ShakopeeSchools



ShakopeePublicSchools



shakopee.schools





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# BACK TO SCHOOL GUIDE

## 2023/24 School Year - Stepping Stones Preschool

### IMMUNIZATIONS

All preschool students must be up-to-date on immunizations before they start school to be compliant with Minnesota State Law (Minnesota 121A.15). Legal exemptions are permitted by Minnesota law when children are not immunized due to medical concerns or when their parent/guardian conscientiously opposes immunizations. A conscientious form and notary will be available at *Connect & Celebrate*. All immunization records/exemptions must be on file before the start of school.

#### Required Immunizations:

- 4 doses of Tetanus/Diphtheria/Pertussis booster (dTaP)
- 1 dose of Measels, Mumps and Rubella (MMR)
- 3 doses of Polio (IPV, OPV)
- 2 doses of Hepatitis A (Hep A)
- 3 doses of Hepatitis (Hep B)
- 3 doses of Haemophilus influenza type b (Hib)
- 1 dose of Varicella (chicken pox) or a documented case of chicken pox

### ONLINE TUITION PAYMENT

Credit card payments can be made online by following the below simple steps.

- Scan the QR code with your smart phone or visit [Shakopee.ce.eleyo.com](https://Shakopee.ce.eleyo.com)
- Scroll to the bottom of the homepage and click on the **Preschool** section.
- Select **Quick Pay** in the bottom left corner.
- **Log in** (or create an account) and proceed to payment section. All major credit cards are accepted.



### STAY CONNECTED

Stay up to date on learning experiences, district events, Saber pride moments and more by visiting [shakopee.k12.mn.us](https://shakopee.k12.mn.us) or scanning the QR code.



### TRANSLATION SUPPORT

**HOUDA ABDO, SOMALI CULTURAL FAMILY LIAISON:** Wixii war dheeraad ah Kala xidhiidha Houda Abdo Wakiilka Idman ee Soomaalida 952.496.5166.

**SVETLANA MSHAR, RUSSIAN CULTURAL FAMILY LIAISON FOR ALL SCHOOLS** - Если у вас возникнут вопросы относительно этой информации или вам понадобится объяснение на русском языке, пожалуйста, позвоните Светлане по телефону 952.496.5094 и оставьте ваше сообщение. Вам ответят на звонок вскоре. Спасибо!

**VARIOUS SPANISH CULTURAL FAMILY LIAISONS** - Si usted tiene preguntas o le gustaría obtener más información sobre alguna de estas formas, por favor comuníquese con Evelin Hernandez-Morales at 952.496.5814 y deje un mensaje. Se le regresará la llamada lo más pronto posible. Gracias!

**KRIS TRANG, VIETNAMESE CULTURAL FAMILY LIAISON FOR ALL SCHOOLS** - Xin kính chào quý vị! Nếu quý vị cần thông dịch viên hoặc có những thắc mắc gì cần giúp đỡ, vui lòng liên lạc qua điện thoại 952.496.5146, hoặc email [ktrang@shakopee.k12.mn.us](mailto:ktrang@shakopee.k12.mn.us). Xin cảm ơn.

## IMPORTANT REMINDERS

#### River Valley YMCA Contact:

Melissa Breeggemann  
[melissa.breeggemann@ymcamn.org](mailto:melissa.breeggemann@ymcamn.org)

Parents/guardians should call the **attendance line** when a student will be late or absent at 952.496.5863.

Download the **Seesaw** app on your smart phone or bookmark on a computer to gain access to important school communications and teacher messages. Teachers will share more information during *Connect & Celebrate*.

[bit.ly/SPSTechResources](https://bit.ly/SPSTechResources) has helpful resources on **technology**.

All **visitors** are required to check-in at the front office and must be screened through the Raptor system during normal school hours.

**Donated backpacks and school supplies** are available to those in need. Please contact the front office.

#### District Calendar

View approved school year calendars by visiting [bit.ly/SPSDistrictCalendars](https://bit.ly/SPSDistrictCalendars) or scanning the below QR code.

