

# KASE

KINDERGARTEN ENRICHMENT  
2018-2019

## What is KASE?

KASE is a fee-based program offered by the Needham Public Schools that complements Kindergarten to provide full-day programming. The rich, imaginative curriculum uses hands-on, thematic-based units to take the children on a journey of the world, living the science and social studies of each location and time period. KASE generally maintains a 1:10 teacher-child ratio. KASE offers morning and afternoon sessions providing full-day programming.

## When will I know if my child is assigned to AM or PM Kindergarten?

Each school's principal makes AM/PM assignments. Parents will be notified of those assignments sometime in May. If your child is assigned to AM Kindergarten, your child will attend PM KASE. If your child is assigned to PM Kindergarten, your child will attend AM KASE.

## What is the KASE calendar?

KASE follows the school calendar exactly, except that KASE begins one day later than Kindergarten. In the fall of 2018, KASE will begin on Thursday, September 6. KASE does not meet on school holidays, snow days or during Professional Development release times. Parents will be provided with early release and delayed opening schedule procedures.

## How can I sign up for KASE?

Kindergarten/KASE registration consists of three easy steps:

- Step 1** Complete online Kindergarten registration.
- Step 2** Complete In-Person Verification of Required Documents
- Step 3** Submit KASE application form and check deposit.

It is possible to return your KASE registration form via walk-in or mail.

Parents will have an opportunity to indicate their first and second KASE schedule choices. We will work with the principals to coordinate kindergarten and KASE placement and will make every effort to accommodate everyone who wishes to participate in KASE.

## How will I know if I received the schedule I requested?

A confirmation letter will be mailed to you after the Kindergarten assignments and KASE placements have been completed in May.

## How much is the deposit?

A non-refundable deposit of \$50 for each day you wish to reserve (e.g. \$100 for 2 days/week, \$250 for 5 days/week) is required with your KASE application. Deposits are non-refundable unless we cannot accommodate your child for the full number of days requested.

### **Can I sign up for less than 5 days/week?**

KASE is available for 2-5 days per week. Tuesday, Wednesday and Thursdays are our most popular days and those classes fill quickly. Please indicate a first and second choice on your registration form. Every effort will be made to include all of the children. You will be contacted with the options available to you if the days for which you registered are filled.

### **What will KASE tuition be and when will it be due?**

KASE fees will be set by the School Committee in February. The approved KASE fees will be posted on the KASE website and inserted into the KASE brochure. The annual tuition will be billed quarterly. It is possible to pay your KASE tuition in one lump sum or arrange to pay monthly, if that is easier for your family. KASE deposits will be credited to Term 4 tuition.

## **KASE** | 2018-2019 Term Dates

<b>Term</b>	<b>2018-2019 Term Dates</b>	<b>Payment Due Date</b>
Term 1	September 6 - November 20	July 13
Term 2	November 26 - February 15	November 2
Term 3	February 25 - April 12	January 25
Term 4	April 22 - End of School	April 1

### **Can I pay KASE on line?**

Needham Public Schools now has an on line payment system, My School Bucks ([www.myschoolbucks.com](http://www.myschoolbucks.com)). Unfortunately, in-coming kindergartners will not have accounts in time to pay their KASE deposits on line.

### **Can I drop days during the year?**

Families have the option to change their KASE schedule at the beginning of each Term. Families are committed to the number of days they reserve for the length of each Term.

### **Do I lose my \$50.00 deposit if I drop a day?**

Yes, you would lose the \$50 per day deposit for day(s) dropped even if you drop the day at the beginning of the Term.

### **Can I add days during the Term?**

If we have space you are welcome to add days to your child's KASE schedule anytime. For billing purposes, you will be charged a pro-rated tuition for the remainder of the term. Once a day is added to your child's schedule, you are committed to maintain that schedule for the length of the Term.

### **Are scholarships available for KASE tuition?**

Children who are eligible for free/reduced lunch are entitled to a scholarship for two days of KASE.

### **I need full day care for my child, what are my options?**

There are several Child Care Centers in Needham that transport children to and from their elementary schools. In addition, the Needham Extended Day Program, NEDP offers before school and extended day programming for children in grades K-5. For more information contact NEPD at 781-444-6337.

## **Where will KASE be next year?**

Due to rising enrollments at the elementary level, not all schools will be able to accommodate KASE at the home School. As of January 2018, enrollment numbers indicate that KASE will continue to be housed at Eliot, Newman and Mitchell schools. Broadmeadow and Hillside will continue to be housed off-site.

## **Do the children miss out on parts of the experience when KASE is off-site?**

The KASE experience is the same wherever the program is located. Over the past twenty years of KASE, the program has moved many times. Church classrooms, the High Rock School and in-school spaces have all successfully housed the KASE program. Therefore, we know what to expect and how to maximize the experience in a variety of spaces. The basic difference between an in-school KASE program and off-site program is the bus ride.

Broadmeadow and Hillside students take the bus to and from the home school for KASE. KASE staff gather the children in the morning at the home school, ride the bus with the children to and from KASE, supervise lunch and dismiss the children safely to their kindergarten teachers at mid-day or to their responsible adults at the end of the school day.

## **Will off-site KASE have a nurse available?**

Yes, we will have a full time nurse on staff at our off-site location. If your child is in an off-site KASE Program and has an inhaler, epi-pen, or medication that needs to be administered during the school day, it is important that you make a copy of the medical orders, provide an inhaler and/or epi-pen for both your home school and KASE.

## **Is transportation provided?**

There is no additional charge for KASE shuttle transportation between your home school and off-site KASE. However, a child's eligibility for transportation to or from home and school pertains to Kindergarten only and does not include transportation before or after a child's KASE sessions. Students who live in a neighborhood that is eligible for busing (more than 2 miles) to Kindergarten may take advantage of a one-way ride to AM Kindergarten in the morning, or from PM Kindergarten in the afternoon. For those eligible, the mid-day ride is still available on the days the child does not attend KASE. Parents may arrange fee-based busing from home to school for AM KASE or school to home for PM KASE through the Transportation Office. Information regarding busing will be mailed to all kindergarten families later in the spring. We have found over the years that students really enjoy the bus.

## **Needham Public Schools Non-Discrimination Policy**

The Needham Public Schools do not discriminate on the basis of age, race, color, sex, gender identity, religion, national origin, sexual orientation or disability, and ensure that all students and employees have equal rights of access and equal enjoyment of the opportunities, advantages, privileges and courses of study.

## **KASE Questions?**

[www.needham.k12.ma.us](http://www.needham.k12.ma.us), click on Community Ed then on Kindergarten (KASE)

Contact Connie Leonard, KASE Director at 781-559-3384 or [Connie\\_Leonard@needham.k12.ma.us](mailto:Connie_Leonard@needham.k12.ma.us).

## **Billing Questions?**

Contact Jill Ash, Registration Manager at 781-455-0400 x 235 or [Jill\\_Ash@needham.k12.ma.us](mailto:Jill_Ash@needham.k12.ma.us).