



## 2017-2018 Brilliant Minds Early Learning Academy Student and Teacher Calendar

Dates are subject to change

EVENTS	DATES
Teacher Works Days (ENTIRE SCHOOL CLOSED)	Monday-Wednesday, August 7-9, 2017
Student Orientation Day	Tuesday, August 8, 2017, 4:30pm-6:30pm
FIRST DAY OF SCHOOL FOR STUDENTS	Thursday, August 10, 2017
Holiday (Labor Day) – (ENTIRE SCHOOL CLOSED)	Monday, September 4, 2017
Book Fair	Monday-Friday, September 11th-15th, 2017
Interim Report (Elementary)	Tuesday, September 12, 2017
Staff Development Day (VPK CLOSED - Kids Club Available)	Monday, September 18, 2017
School Fundraiser	Monday, September, 18, 2017 - Monday, October 2, 2017
Holiday Pictures	September 25 <sup>th</sup> -29 <sup>th</sup>
End of 1 <sup>st</sup> 9- Week Grading Period	Wednesday, October 11, 2017
Teacher Work Day (Elementary & VPK CLOSED - Kids Club Available for Elementary & VPK)	Monday, October 16, 2017
Grades Due (Elementary)	Friday, October 13, 2017
Distribute Report Cards (9 Weeks) (Elementary)	Tuesday, October 24, 2017
Spirit Week	Monday-Friday, October 23-27, 2017
Character Parade	Friday, October 27, 2017
Costume Day	Tuesday, October 31, 2017
Holiday (Veterans Day) - (Elementary & VPK CLOSED - Kids Club Available for Elementary & VPK)	Friday, November 10, 2017
Interim Report (Elementary)	Friday, November 17, 2017
Thanksgiving and the day after Thanksgiving (ENTIRE SCHOOL CLOSED)	Thursday-Friday, November 23-24, 2017
Storm Day (Make-up days, if needed) Elementary & VPK	Monday-Tuesday, November 20 & 21, 2017
Class Christmas Party	Friday, December 15, 2017
Christmas Program	Friday, December 15, 2017
END OF 1 <sup>st</sup> Semester/Last Day of 2 <sup>nd</sup> Grading Period	Thursday, December 21, 2017
Christmas Break (Elementary & VPK CLOSED - Kids Club Available for Elementary & VPK)	Thursday, December 21, 2017 – Thursday, January 4, 2018
Christmas Day (ENTIRE SCHOOL CLOSED)	Monday, December 25, 2017
Day After Christmas (ENTIRE SCHOOL CLOSED)	Tuesday, December 26, 2017
New Year's Day (ENTIRE SCHOOL CLOSED)	Monday, January 1, 2018
Elementary & VPK Teachers and Student Return After Winter Break	Thursday, January 4, 2018
Grades Due	Friday, January 5, 2018
Holiday (Martin Luther King, Jr Day) (Elementary & VPK CLOSED - Kids Club Available)	Monday, January 15, 2018
Distribute Report Cards (Elementary)	Wednesday, January 17, 2018
Interim Report (Elementary)	Friday, February 9, 2018
Valentine's Day Party for Classrooms	Wednesday, February 14, 2018
Holiday (Presidents' Day) (VPK CLOSED - Kids Club Available)	Monday, February 19, 2017
Dr. Seuss' Birthday	Friday, March 2, 2018
International Night	Friday, March 16, 2018
Spring Break (VPK CLOSED - Kids Club Available)	Monday-Friday, March 26-30 2018
Grades Due (Elementary)	Friday, March 16, 2018
Good Friday (ENTIRE SCHOOL CLOSED)	Friday, March 30, 2018

Distribute Report Cards (Elementary)	Tuesday, April 3, 2018
Donuts for Dad	Friday, April 20, 2018
Interim Report (Elementary)	Friday, April 27, 2018
Teacher's Appreciation Week	Monday-Friday, May 7-11, 2018
Muffins for Moms	Friday, May 11, 2018
Holiday (Memorial Day) (ENTIRE SCHOOL CLOSED)	Monday, May 28, 2017
Graduation	Thursday, May 24, 2018
Distribute Report Cards (Elementary)	Tuesday, April 3, 2018
Dinosaur Day	Tuesday, May 15, 2018
Last day of School	Thursday, May 24, 2018
Teacher Work Day (Elementary & VPK)	Friday, May 25, 2018
First Day of Summer Camp	Monday, May 28, 2018
Holiday (Independence Day) (ENTIRE SCHOOL CLOSED)	Tuesday, July 4, 2017
Brilliant Minds Christian Academy of Technology Early Release Days	

The following dates have been chosen as the seven student Early Dismissal days for school year 2017-2018:

- Wednesday, September 13, 2017
- Wednesday, October 11, 2017
- Wednesday, November 15, 2017
- Wednesday, January 24, 2018
- Wednesday, February 7, 2018
- Wednesday, March 14, 2018
- Wednesday, May 16, 2018

*\*Early Release time is 12:30pm*

Dear BMELA Parents,

Welcome to Brilliant Minds Early Learning Academy, LLC (BMELA)! The “first day of school” is a great milestone for your child and we understand that you and your child may meet this day with excitement or apprehension (or a little of both). We hope that this letter will help you know what to expect in preschool this year and answer any questions you may have. We are thrilled to be teaching your son/daughter as he begins an exciting new school year. Starting preschool is a very important and exciting time in your child’s life and in your lives as well. On behalf of our BMELA Staff, we welcome you and want you to know that we will do everything we can to make your child’s school year the best possible. The first day of school is August 10<sup>th</sup>. We ask that you arrive with your child daily no later than 9:30am.

#### **Daily Snacks**

Morning snack will be served daily from 8:30am-8:45am and Afternoon Snack from 2:30pm-2:45pm

#### **Classroom/Supply Lists**

We appreciate your classroom supplies donations. They will aid in the progression of the class throughout the year. If you bring them on or before the first day of the school year (August 10<sup>th</sup>) it would be greatly appreciated.

#### **Monthly Updates**

We will be sending home updates with your child daily, for children infants-3 years old, and weekly for our 4 year olds and VPK students. You will also receive a monthly calendar. Please also watch for any updates posted in the classroom and on our school website and Facebook page.

#### **Clothing/Shoes**

BMELA Students are required to wear closed toed shoes, to reduce accidents. They should be easy to manipulate by the child, simple, comfortable, appropriately sized, and weather friendly. Shoes must be closed toed with closed heel, or closed toed with a strap across the heel, with a rubber heel. Cleats, Flip flops, Crocs, Open Sandals, and High Heels are **NOT** allowed. Any shoes that will make it difficult for children to run on the playground or climb on the equipment cannot be worn at school.

#### **School Bags**

Children should bring a backpack (with his/her name in permanent marker inside). In their backpack please pack a change of clothes. Please check your child’s backpack daily.

#### **Birthdays**

If a birthday is to be celebrated away from school and the entire class is not invited, please mail the invitations. If the entire class is invited, please feel free to bring the invitations to school. Please be considerate of our children’s feelings and comply with the above request. Children are invited to celebrate their birthdays at school. If you plan to bring in a treat, please notify us ahead of time so we can plan snack around it. We will also inform you as to how many children to plan for. Parents are always welcome at their child’s birthday celebration.

We look forward to a wonderful year ahead and hope to make your child’s experience at school welcoming, fun, and full of learning. We would also like to suggest that you save this letter for future reference. This letter can also be viewed on the school website. Thank you in advance for your support and assistance. If you have any questions or concerns, please feel free to contact the school.

Sincerely,

*Tisa McNeil-Robinson*

Tisa McNeil-Robinson  
Owner/President

Welcome to Brilliant Minds Early Learning Academy, LLC! Below are some nuggets about what to expect from your child while attending preschool.

- **Practice with social skills.** By taking part in sing-alongs, story time, hands-on art projects, simple experiments, dress-up and/or building-block sessions, two- to five-year-olds gain experience taking turns, following directions, and cooperating with their pint-sized peers. One of the other benefits of preschool: Social butterflies who may be bored at home can spread their wings in a group setting, while wallflowers who are not born to mingle may blossom when they are part of the preschool package.
- **Introduction to the basics.** Preschool benefits include exposure to letters by singing songs, to numbers through counting blocks, to language skills during story time, to basic math concepts through cooking, and to colors through finger-painting — all fun (and sometimes messy!) activities that boost kids' curiosity and knowledge in a pressure-free way. Your child will also glimpse botany, biology, and geology during nature walks; shapes by putting puzzles together; and the seasons through collages (and just going outside!).
- **Learning about the wider world.** The more your child plays, explores, and sees for himself, the more he'll learn. At preschool, the opportunities for discovery are limitless. At the water table, he will figure out that some objects sink and others float; on an autumn nature walk, he'll see that leaves dry up and fall down; and in the playground, he'll learn that trikes are easier to ride on smooth surfaces and harder on rough ones.
- **A chance to create.** Preschool teachers have lots of arts-and-crafts projects up their rolled sleeves. Your little artist will have more chances to channel his inner Picasso at preschool than he would have at home (plus, you won't have to clean up after him!).
- **Lots of fun.** Sure, you have loads of toys, books, and activities at home. But at preschool, your little one will have at his chubby fingertips a plethora of playthings — a veritable wonderland of fun and games (and don't forget, at this age fun is the name of the game).
- **Expert direction.** While you are your child's first and most influential teacher, he (and you) will have lots to learn, too, from the professionals here at Brilliant Minds.

## Potty Training Fee

~3yr olds and up

Potty training a child who attends preschool requires a team effort. Often, it is the very fact that a child is around other kids in underwear in a care setting that serves to motivate a young child to use the potty. At Brilliant Minds, we typically require our 3-year old students to be potty trained in order to progress to the next class.

Because we do not want to hinder the academic success of a student we have decided to promote our non-potty trained students to the next class, while implementing a potty training fee. This fee will cover an assistant teacher in the classroom who will help the teacher with changes, etc.

The potty training fee will be an additional \$20 per month for 3yr olds

The potty training fee will be an additional \$25 per month for 4yr olds

The potty training fee will be an additional \$35 per month for 5yr olds



Dear VPK Parents,

We realize attendance sheets are not the most popular sheets to sign. Nevertheless, we are required by the state to record attendance with full signatures as well as times of arrival and departure. It has been our goal to make the process as easy as possible. Please make signing in and out forms, in Procare and on the classroom sheets, a part of your daily routine. In addition to our daily sign in sheet there will be an additional monthly sheet that must be signed. Again, this is a State requirement.

Please note: Excessive absences will affect your child's VPK Funding. Children may miss 20% of VPK class, which equates to 3 days per month. If more than 3 days is missed the parent will assume the normal 4yr-old tuition. We strongly encourage your children to attend school each day.

Also, children who stay later than the scheduled VPK pick up time will be charged \$1 per minute.

We appreciate your understanding and cooperation with this matter. Please feel free to contact me if you have any questions.

Sincerely,

*Patricia Boatwright*

Patricia Boatwright  
BMELA Director

# CURRICULUM THEMES

Month	Curriculum Theme
August	Peace Education (Character Development) Back to School
September	Zoology, Botany, Geology, Physiology
October	Anatomy & Literacy Month
November	Healthy Living
December	Historical Art
January	Community Helpers
February	Inventors, Black History Month
March	Night of Nations
April	STEAM Month
May	Aviation / Transportation
June	Animal Planet
July	Music of our Nation

<b>Infants</b>	<b>Mobile Infants</b>	<b>Toddlers</b>	<b>2 Year Olds</b>	<b>3 Year Olds</b>
<ul style="list-style-type: none"> <li>-Box of Kleenex (2 boxes)</li> <li>-Unscented baby wipes</li> <li>-Batteries C &amp; D</li> <li>-Scotch tape</li> <li>-1 Bottle of hand soap</li> <li>-Glue sticks</li> <li>-Elmer's glue</li> <li>-1 Roll of paper towels</li> <li>-1 Can of Lysol</li> <li>-1 Packing Tape</li> <li>-1 Container of Lysol wipes</li> <li>-1 Package of googly eyes</li> <li>1 Bottle of bubbles</li> </ul>	<ul style="list-style-type: none"> <li>-Box of Kleenex (2 boxes)</li> <li>-Unscented baby wipes</li> <li>-1 Can of Lysol</li> <li>-Scotch tape</li> <li>-Elmer's glue</li> <li>-Glue sticks</li> <li>-Water paint</li> <li>-1 Gallon Ziplock bags</li> <li>-1 Pack of plain paper plates</li> <li>-1 Pack of small sized paper plates</li> <li>-1 Bottle of hand soap</li> <li>-1 Roll of paper towels</li> <li>-1 Bottle of bubbles</li> </ul>	<ul style="list-style-type: none"> <li>-Box of Kleenex (2 boxes)</li> <li>-Unscented baby wipes</li> <li>-1 Can of Lysol</li> <li>-Scotch tape</li> <li>-Elmer's glue</li> <li>-Glue sticks</li> <li>-Water paint</li> <li>-1 Gallon Ziplock bags</li> <li>-1 Box of large crayons</li> <li>-Roll of paper towels</li> <li>-1 can of Lysol</li> <li>-Pack of googly eyes</li> <li>-Pack of play-doe</li> <li>-Foam soap</li> <li>-1 Pack of paper plates</li> <li>-1 Bottle of hair gel</li> <li>-1 Box of large crayola crayons</li> </ul>	<ul style="list-style-type: none"> <li>-1 Box of Kleenex</li> <li>- Unscented baby wipes</li> <li>-1 Bottle of hand soap</li> <li>-1 Elmer's glue</li> <li>-1 Pack of glue sticks</li> <li>- Washable markers</li> <li>-Large Crayola crayons</li> <li>-1 Gallon of Ziplock bags</li> <li>-1 Foam soap</li> <li>-1 Composition notebook</li> <li>-1 Bottle of hand soap</li> <li>-1 Container of Lysol wipes</li> <li>-1 Pack of Scotch tape</li> <li>-1 Pack of food coloring</li> <li>-1 Roll of paper towels</li> <li>-1 Pack of plain paper plates</li> </ul>	<ul style="list-style-type: none"> <li>-1 Box of Kleenex</li> <li>-1 Bottle of hand soap</li> <li>-1 Pack of glue sticks</li> <li>-1 Roll of paper towels</li> <li>-1 Gallon of Ziplock bags</li> <li>-1 Pack of food coloring</li> <li>-Washable markers</li> <li>-1 Pack of Crayola crayons</li> <li>-1 Pack of large pencils</li> <li>-1 Pack of googly eyes</li> <li>-1 Pack of paper plates</li> <li>-Small box of uscented baby wipes</li> <li>-1 Pack of Expo markers</li> </ul>



<b>4 Year Olds</b>	<b>VPK-Mrs. Yolanda's Class</b>	<b>VPK-Ms. Katrina's Class</b>	<b>VPK-Ms. Keona's Class</b>	<b>VPK- Mrs. Maritza's Class</b>
<ul style="list-style-type: none"> <li>-1 Box of Kleenex</li> <li>-1 Bottle of hand soap</li> <li>-1 Pack of glue sticks</li> <li>-1 Roll of paper towels</li> <li>-1 Gallon of Ziplock bags</li> <li>-1 Pack of food coloring</li> <li>-Washable markers</li> <li>-1 Pack of Crayola crayons</li> <li>-1 Pack of large pencils</li> <li>-1 Pack of googly eyes</li> <li>-1 Pack of paper plates</li> <li>-Small box of unscented baby wipes</li> <li>-1 Pack of Expo markers</li> </ul>	<ul style="list-style-type: none"> <li>-1 Roll of paper towels</li> <li>-1 Unscented baby wipes</li> <li>-1 Box of washable markers</li> <li>-1 Box of number 2 pencils</li> <li>-2 Bottles of hand soap</li> <li>-1 Bottle of Elmer's glue</li> <li>-1 Pack of plain paper plates</li> <li>-1 Red plastic pocket folder</li> <li>-1 Blue plastic folder</li> <li>-2 Composition notebooks</li> <li>-1 Pack of play-doe</li> <li>-1 Pack of number 2 pencils</li> <li>-1 Box of gallon size Ziplock bags</li> <li>-1 Box of quart size Ziplock bags</li> <li>-1 Pair of kids scissors</li> <li>-1 Pack of erasers</li> <li>-1 Ruler</li> <li>-1 Scotch tape</li> <li>-1 Box of Kleenex</li> <li>-1 Personal pencil sharpener</li> <li>-Lysol Spray</li> <li>-Lysol Wipes</li> </ul>	<ul style="list-style-type: none"> <li>-1 Roll of paper towels</li> <li>-1 Unscented baby wipes</li> <li>-2 Boxes of washable markers</li> <li>-1 Bottle of hand soap</li> <li>-1 Pack of paper plates</li> <li>-2 Bottles of Elmer's glue</li> <li>-1 Spiral notebook</li> <li>-1 Box of Kleenex</li> <li>-Watercolors</li> <li>-Lysol Spray</li> <li>-Lysol Wipes</li> </ul>	<ul style="list-style-type: none"> <li>-1 Box of Kleenex</li> <li>-1 Bottle of hand soap</li> <li>-Glue sticks</li> <li>-Watercolors</li> <li>-Elmer's glue</li> <li>-1 Roll of paper towels</li> <li>-1 Gallon of Ziplock bags</li> <li>-1 Pack of food coloring</li> <li>-Washable markers</li> <li>-1 Pack of Crayola crayons</li> <li>-1 Pack of large pencils</li> <li>-1 Bottle of hand soap</li> <li>-1 Pack of paper plates small</li> <li>-1 Box of unscented baby wipes</li> <li>-Lysol Spray</li> <li>-Lysol Wipes</li> </ul>	<ul style="list-style-type: none"> <li>-1 Box of Kleenex</li> <li>-1 Bottle of hand soap</li> <li>-Glue sticks</li> <li>-Watercolors</li> <li>-Elmer's glue</li> <li>-1 Roll of paper towels</li> <li>-1 Gallon of Ziplock bags</li> <li>-1 Pack of food coloring</li> <li>-Washable markers</li> <li>-1 Pack of Crayola crayons</li> <li>-1 Pack of large pencils</li> <li>-1 Bottle of hand soap</li> <li>-1 Pack of paper plates small</li> <li>-1 Box of unscented baby wipes</li> <li>-Lysol Spray</li> <li>-Lysol Wipes</li> </ul>