

Early Childhood Programs Family Handbook



Department of Early Childhood

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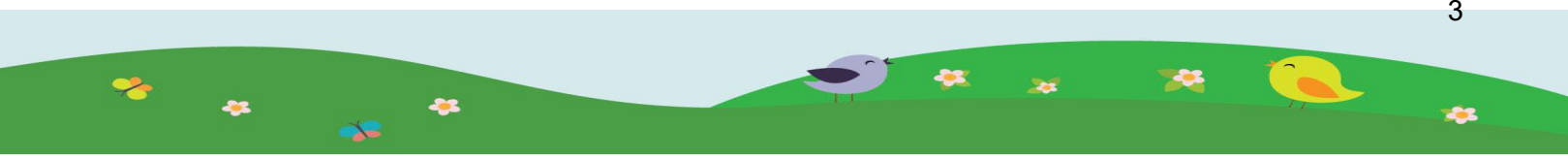


TABLE OF CONTENTS

TABLE OF CONTENTS.....	3-4
FBISD Mission Statement	5
FBISD Vision Statement	5
Early Childhood Mission Statement	5
Early Childhood Vision Statement	5
Handbook Acknowledgement	5
I. Program Overview	5
Pre-Kindergarten Free-Tuition	6
Pre-Kindergarten Tuition-Based	6
Pre-Kindergarten Three-Year-Old Program	7
Language Programming	8
Bilingual (Spanish) Education Program	8
English as a Second Language (ESL)	8
Early Childhood Special Education (ECSE)	8
Traditional Early Childhood Special Education	8
One Way Dual Language Early Childhood Special Education	8
Early Childhood Special Education/Pre-Kindergarten Inclusion	8
Early Childhood Special Education Flash	8
Language Lab	8
Early Childhood Speech Only	8
Speech Only	8
Speech-Language Therapy	9
Early Intervention Academy	8
Special Education Referrals	8
Program Supports	8
II. Access and Enrollment	10
Registration Process	10
Flow Chart A. New or Returning Family to FBISD	10-11
Flow Chart B. Add New Student to Existing Family Access Account	10-11
Flow Chart C. Students with Language Survey indicates a language other than English Flow Chart	12
Flow Chart D. Fueling Brains Academy Program (3-Year-Old Students Only)	13
Flow Chart E. Pre-Kindergarten Tuition-Paid	14
Flow Chart F. FBISD Employees Tuition-Paid	15
Campus ADA Phone Number by Campus	16
Documentations for Registration Process	17
Class Placement	19
Campus Overflow	19
Student Transfer	19
Withdrawals	19
III. Getting Ready for Pre-Kindergarten	20
Home Schedule	20
Potty Training	20
District Calendar	20
Student Supply List	20
Meals	20
Full Day Daily Schedule	21-22
Attendance	23
Days and Hours of Operation	24
Dress Code	24
Health Information	24



Illness Management	25
COVID-19 Protocols	24
Student's Medication	24
IV. Curriculum and Instruction	27
Pre-Kindergarten Curriculum and Resources	27
Units of Study	27
1Link	27
SAVVAS (Three Cheers for PreK/ Uno Dos Tres)	28
ReadyRosie	28
CIRCLE Assessment	28
Skyward/ Family Access	29
Virtual Meetings	29
PreK Family Newsletter	29
Blackboard Messenger	29
Positive Behavior Intervention and Support (PBIS)	30



FBISD

Mission

FBISD exists to inspire and equip all students to pursue futures beyond what they can imagine.

Vision

FBISD continuously improves teaching and learning by developing effective staff and building scalable systems.

Early Childhood Programs

Mission

Our mission in The Early Childhood Department is to engage and nurture a diverse community of learners while supporting developmentally appropriate instruction for young learners in FBISD.

Vision

Our vision is to offer engaging programming that propels the lives of early learners and their families to successful endeavors beyond our classrooms.

Handbook Acknowledgement

Early Childhood welcomes you and your family to our programs! This handbook will provide you with information on three different areas of our programs:

- I. Program Overview
- II. Access and Enrollment
- III. Getting ready for Pre-Kindergarten
- IV. Curriculum and Instruction

Changes in District policies and procedures will be reflected in our respective [FBISD Student Parent Handbook](#) and may supersede, modify, or render obsolete the information summarized in Early Childhood's Family Handbook.

Some topics outlined in this handbook and its amendments are addressed in further detail in Fort Bend Independent School District Policy and the Texas Education Agency. Any modifications to our operating procedures will be covered in amendments to the [FBISD Student Parent Handbook](#), and we will use our Parent Communication board and email distribution lists to advise you of changes you may wish to review.

Your electronic signature on the PreK registration card acknowledges that you have reviewed the Early childhood Programs Family handbook contents.

I. Program Overview

The Fort Bend ISD early childhood program provides a warm, nurturing learning environment that engages and challenges young children's active minds and bodies. In our program, students, families, and teachers are viewed as co-constructors of knowledge, working in close partnership to learn from and with one another. Consistent with the district philosophy, our programs respond to the diverse learning needs of young children through daily hands-on play-based activities that offer multiple entry points to accommodate a wide range of learners.

FBISD is committed to delivering high-quality early childhood programs for all participating children through partnerships that result in the capacity building of all stakeholders. For instance, we believe that families are the first teachers. Therefore, we have created a system to welcome parents to public education that begins with the registration process and continues until children transition to kindergarten.

During the 2023-24 school year, Early Childhood offers Pre-Kindergarten free and tuition-based programming for three and four-year-old children in Bilingual and English as a Second Language (ESL) classrooms. ***Participation in the Pre-Kindergarten program is exclusively for families living in FBISD whose children will be four years old by September 1, 2023.*** Residency exceptions only apply to FBISD employees. The Pre-Kindergarten program is available for three-year-old children at the [Fueling Brains Academy](#). For more information about the Fueling Brains Academy, check page 6.

Pre-Kindergarten Free-Tuition Program

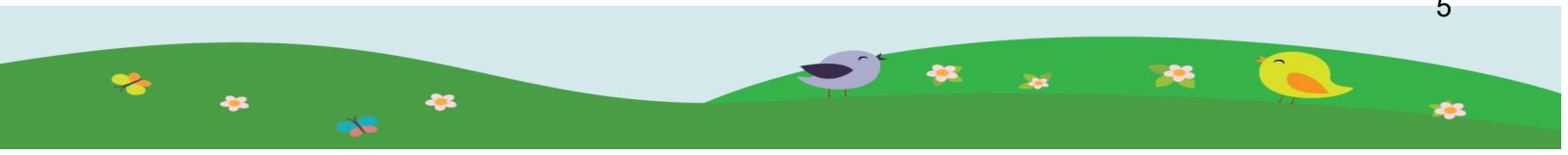
To qualify for tuition-free Pre-Kindergarten, families must reside in Fort Bend ISD and meet **ONE of the following requirements established by the Texas Education Agency Eligibility (TEA)** [TEA Pre-Kindergarten Guidelines](#):

- The student is identified as a Language Learner by the state-required language assessment.
- Families must qualify according to the **Federal Income Eligibility Guidelines** **Income calculator** (Example: a family of 5 annual income = \$60,070) and provide proof of gross income for all adults in the household, such as paycheck stubs, child support, SNAP documentation, etc. Proof of income must be provided before your child's seat can be secured.
- The student's family is homeless.
- The student is in foster care.
- The student is the dependent child of an active U.S. Armed Forces member or a service member who has been injured or killed while on active duty.
- The student is a dependent of a police officer, firefighter, or emergency medical responder who was seriously injured or killed in the line of duty and received the Star of Texas Award.

Pre-Kindergarten Tuition-Based Program

Pre-Kindergarten is a TEA-approved program that allows school districts to extend services to children who are ineligible for free enrollment. The tuition-based Pre-Kindergarten program will be available in 2023-2024 at Austin Parkway, Sugar Mill, Colony Meadows, Cornerstone, Dulles, and Meadows Elementary, with limited seats offered on a first-come, first-served basis to employees and community members. The following list includes the required documentation to enroll your child in the Pre-Kindergarten program. Click here for a list of alternative documents [Tuition-Based Checklist](#).

- Birth certificate
- Social security card
- Parent/guardian identification
- Proof of residency such as a deed, lease, or mortgage agreement
- Current Utility bill (gas, water, or electricity)



The cost for the full-day program is \$ 5,580 for the 2023-2024 school year, which is \$558 per month.

Fees are collected through the EZ Child Track platform.

Terms and Conditions:

- Credit/Debit card payments are due on the first day of each month.
- There is a \$50.00 non-refundable registration fee per child.
- Registration fees and tuition are non-refundable and non-transferable to another student or program.
- Tuition is charged monthly regardless of the number of days of attendance or school days.
- There is no tuition reimbursement if the child is out of school for any reason or if the student withdraws from the program before the end of the month.
- Tuition payment will be prorated ONLY if students' first day of school is after the 15th of the month.
- Parents must notify the Pre-Kindergarten Department in writing if they withdraw the student from a tuition-based program two weeks before the withdrawal. Direct communication to PreKProgram@fortbendisd.com.
- A \$10.00 late fee will be added to the account each day payment is not received.
- The PreK Department will contact parents for past-due payments. If payments are not received within 48 hours, the student will be withdrawn from the tuition-based program.
- Withdraw Letters will be sent to the parent, Extended Learning Department, and campus ADA.

Pre-Kindergarten for Three-Year-Old Program - [Fueling Brains Academy](#)

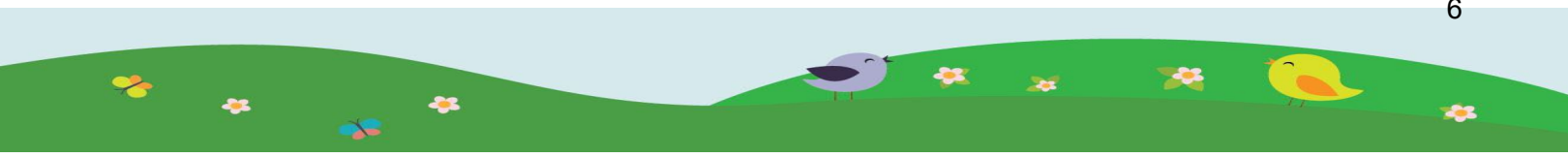
The Fort Bend ISD Fueling Brains Academy is a public-private partnership that redefines early childhood education by combining the best early childhood instructional practices! The Fueling Brains Academy offers families two Pre-Kindergarten classrooms for three-year-olds at the Edison Lofts 7215 West Fuqua S. Missouri City, Texas 77489 [Map of Edison Loft](#). Brain development plays a significant role in a young child's learning potential and ability to succeed in school. Common brain development problems may include limited focus, problem-solving, listening skills and memory, a lack of self-control, and emotional control. The FBISD Fueling Brains Academy will bring your children the dynamic FBISD PreK curriculum with an innovative approach designed around key brain-building blocks that strengthen focus, problem-solving, and memory skills.

In the Academy's classrooms, children will experience:

- Dynamic FBISD PreK Curriculum
- Two instructors per classroom
- On-site playground with daily recess
- Before and after-school care
- Breakfast, lunch, and snack
- Summer program

Students must be three years of age on or before September 1, 2023, for the 2023-24 school year. For any questions, contact The Academy Director at 281-416-4122.

- Students must qualify for [Texas Workforce Commission/NCI Apply for NCI](#). If a student does



not qualify for NCI, the program cost is \$170.00 per week.

- The student is identified as a Language Learner by the state-required language assessment.
- Families must qualify according to the Federal Income Eligibility Guidelines (for example: a family of 5 annual income = \$60,070) and provide current proof of gross income for all adults in the household, such as paycheck stubs, child support, SNAP documentation, etc. Proof of income is required before your child's seat can be secured.
- The student's family is homeless.
- The student is in foster care.
- The student is the dependent child of an active U.S. Armed Forces member or a service member who has been injured or killed while on active duty.
- The student is a dependent of a police officer, firefighter, or emergency medical responder who was seriously injured or killed in the line of duty and received the Star of Texas Award.

For details on the registration process visit the registration section on page 13. Select the Ridgemont ELC as the home campus and contact Campus ADA.

Language Programming

- Pre-kindergarten programs support learners of English who meet all the eligibility requirements:
- The student's Home Language Survey (HLS) indicates another language than English.
- The student is identified as an Emergent Bilingual (EB) or English Learner through the single statewide assessment and the program recommendation (Bilingual or ESL) from the Language Proficiency Assessment Committee (LPAC).

The Bilingual Education Program

Is a full-time model of instruction in which both Spanish and English are used to teach the Texas Pre-Kindergarten Guidelines (TPG) and the English Language Proficiency Standards (ELPS). FBISD offers a One-Way Dual Language (OWDL) program. This model serves mainly emergent bilingual students but may include the participation of former emergent bilingual students who are continuing program participation after reclassification as English proficient. In Pre-Kindergarten, content instruction is primarily delivered in Spanish while science content is taught in English. The English development component of the instructional framework is designed to introduce students to activities that promote listening and speaking in the second language. The goals of the program is to develop bilingualism, biliteracy, and biculturalism while building high awareness of socio-cultural competence. Dual language immersion education is the only additive bilingual education program that allows emergent bilingual students to attain foundational skills in their primary language as they acquire English; therefore, students are developing two languages through content and at high academic levels. The intentional design of both programs aims to address the affective, linguistic, and cognitive needs of emergent bilingual students by providing early literacy skills in primary language with intentional cross-linguistic connections through all content areas that aid in the transfer of cognitive skills to English literacy. Therefore, developing bilingualism and biliteracy in Spanish and English. Dual language immersion participants learn to strategically navigate between both language systems to continue developing academic language such as listening, speaking, reading, and writing through all content areas at a high proficiency level.

English as a Second Language (ESL)

Is a model of instruction in which English is used to teach the Texas Pre-Kindergarten Guidelines (TPG) and the English Language Proficiency Standards (ELPS). The goal of an ESL program is for emergent bilingual students to attain full proficiency in English. Its instructional design targets English language development through academic content instruction that is culturally and linguistically sustaining. Instruction is accommodated to the student's level of proficiency in English as well as level of academic achievement. Although instruction is in English, the primary languages of the students are valued and leveraged as assets that strengthen English acquisition and promote an additive bilingualism approach.

Early Childhood Special Education (ECSE)

Early Childhood Special Education services (ECSE) are offered to students with identified developmental delays who are 3-5 years old and qualify for special education services. The ECSE services focus on a developmentally appropriate curriculum to meet the Individualized Education Plan (IEP) for each student. The goal of the ECSE program is to provide early special education intervention to students focusing on developing cognitive, social-emotional, language, communication, and physical skills so that children may be educated in the most inclusive setting possible to learn skills that they can utilize as they transition through school and into adulthood. All classes follow the Pre-Kindergarten Curriculum Guidelines with a developmentally appropriate curricular approach focusing on the following components: a structured daily routine; active learning; positive interaction strategies; center-based instruction; large and small group activities and ongoing monitoring of skills acquired.

Fort Bend ISD offers a continuum of services for students ages 3-5 who require special education services. The following programs and services are listed below and are determined by the ARD committee.

Traditional Early Childhood Special Education

ECSE services typically occur in a self-contained classroom staffed with a teacher and a paraprofessional. Opportunities for inclusion in Pre-Kindergarten classrooms are available for students based on the student's IEP. Each ECSE teacher evaluates students to assist the ARD committee to determine the appropriate setting. ECSE programs for E2/E3 grade levels are typically half-day. E4/Pre-Kindergarten grade levels are typically a full day. Please note, the service delivery time is based upon the ARD committee recommendation.

One Way Dual Language Early Childhood Special Education

Provides continuous literacy and content instruction in both languages (English and Spanish) with at least half of the instruction delivered in Spanish for the duration of the program.

Early Childhood Special Education /Pre-Kindergarten Inclusion

Opportunities for inclusion in the Pre-Kindergarten classroom are available based on the student's IEP. The general education teacher, ECSE teacher, and paraprofessional(s) collaborate to ensure that special education students successfully meet the requirements of the general education curriculum. The children in these classes are provided with the PreK curriculum and are expected to make meaningful progress in this setting. Documentation will be reviewed to determine Pre-Kindergarten enrollment eligibility. Pre-Kindergarten eligibility does not drive the programming decision. The time spent in the Pre-K classroom is determined based on the student's IEP.

Early Childhood Special Education Flash

The Functional Living and School Health Services (FLASH) ECSE session generally serves students with significant physical and/or cognitive disabilities. The students may not be independently mobile and often require full assistance to care for their daily needs. The focus of instruction is visual and auditory stimulation, motor skills development, assistive technology, interaction with others, and, if possible, communication skills. Often these students are medically fragile, and they may require custodial care. It should be noted that diagnosis/disability does not drive the programming decision, and the ARD/IEP Committee ultimately determines placement.

Language Lab

The Language Lab is designed to foster language development in otherwise typically developing 3-4-year-old children who have receptive and expressive language impairments as their only concern. The goal for children coming out of the language lab is that their language skills increase to the extent that

Early Enrolled Speech Only

Lead Speech Pathologist Leanne Parker

Grade Level(s) Served EE (3- and 4-year-old students not enrolled in a Fort Bend ISD Pre-Kindergarten program). EE Speech Only is a preschool program for speech (only) impairment. EE Speech Only is recommended as the Least Restrictive Environment (LRE) for speech-impaired students, ages 3 & 4, who need direct speech therapy instruction by a Speech-Language Pathologist/Assistant. Students in the EE Speech Only program only attend school during the speech therapy time defined by the ARD committee.

Speech Only

Lead Speech Pathologist Leanne Parker

Grade Level(s) Served Pre-Kindergarten - 12th

Speech-Language Therapy

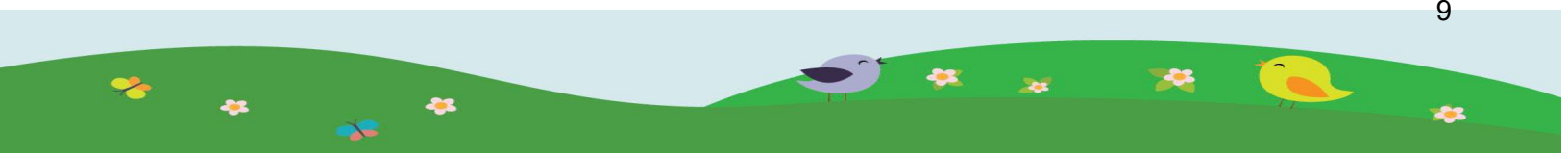
34 CFR § 300.8 (c) (11)

The 2004 IDEA Regulations define a speech or language impairment as a "communication disorder such as stuttering, impaired articulation, a language impairment, or a voice impairment that adversely affects a child's educational performance."

Early Intervention Academy

The Early Intervention Academy (EIA) is a full-day application-based preschool program for students ages 3-5 with disabilities along with non-disabled, age-appropriate peers following the early childhood educational philosophy. The EIA offers a variety of therapy services that are embedded within the instructional day, and within the context of the educational environment using an integrated approach. These therapy services include Applied Behavior Analysis (ABA), Speech Therapy, Occupational Therapy, and Music Therapy. The EIA school year includes 199 instructional days and is intended to prepare students with the skills necessary to integrate into an inclusive environment when they attend their neighborhood elementary school for kindergarten. The EIA is located at Quail Valley Elementary School. The goals of the Early Intervention Academy program are to:


- Increase access to a blend of educational and therapy services within the context of a developmentally appropriate curriculum.
- Provide family-centered and wrap-around services designed to meet the individualized needs of the children and build capacity within the family unit.



- Prepare students with the skills necessary to integrate into an inclusive environment when they complete the program and attend their neighborhood elementary school.

Special Education Referrals

All students from birth through age 21 who are suspected of having a disability may be referred for a special education evaluation. School personnel, parents or guardians, physicians, community agencies, or other appropriate individuals may initiate a referral for special education evaluation. The referral of students for possible special education services is part of the district's overall regular education referral and screening system. Fort Bend ISD has a duty to make a referral for an initial evaluation for special education services any time it suspects that a child has a disability. This process is sometimes referred to as [Child Find](#).

If you have any questions or need clarification regarding information related to Child Find, please contact Noelia Castillo, Program Manager for Evaluation and Related Services, at 281-634-1681, or email questions to MRWintake@fortbendisd.com. 

Program Supports

Special education teachers, general education teachers, paraprofessionals, campus administrators, the Program Specialist and Program Manager, district-level related service personnel, Licensed Specialists in School Psychology, Speech Language Pathologists, and parents all work together to support the ECSE program.

[Special Education Administrative Procedures – Section 5](#)

For additional questions contact any of the staff members below:

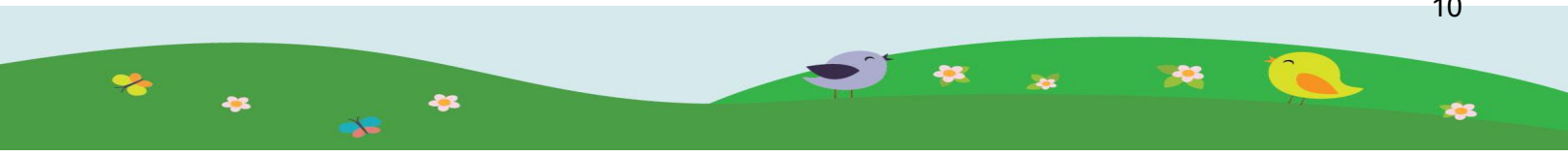
Program Manager: Mary (Alexis) Rosales 281-634-9856

Program Specialist: Rhonda Johnson 281-634-7940

ECSE Transition Teacher: Karina Pastor 281-329-1087

Grade Level(s) Served: Early Education (EE/Speech), PreK, K

Reporting of Grades: IEP Goals & Objectives Updates only



II. Access and Enrollment

Registration Process

The online registration process for students in Fort Bend ISD will take approximately 20-30 minutes to complete online. It is preferred that parents complete the process on a desktop or laptop device rather than a mobile device. Parents may change the form's language [How to translate to other languages](#).

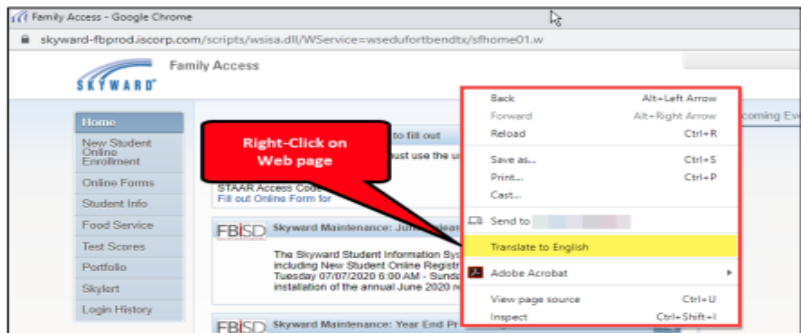
Any **Google Chrome** Browser page, including Family Access, can be translated into different languages, such as Spanish, Ukrainian, Russian, and more, using the **Google Chrome** Internet Browser. It also works with Family Access Forms, Messages and most screens.

For use with **Google Chrome**
Internet Browser.

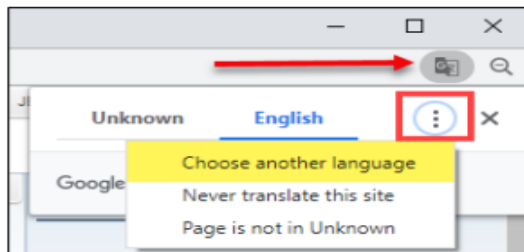
Works on a Chromebook too!



From any page that needs translating, using the mouse
Right-Click
and choose
Translate to

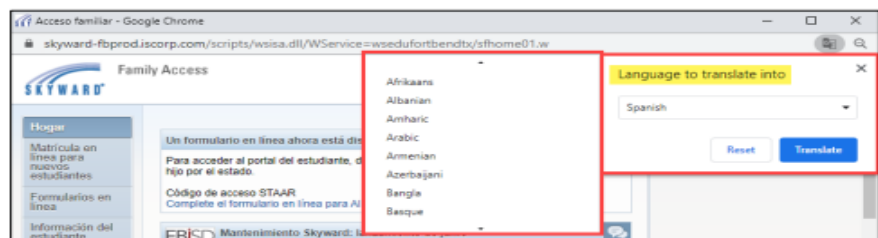


Note: the language displayed after Translate to is the last language translated. It might not be the desired language, but that can be changed in the next step.



After the page is translated, to change languages click the icon in the upper right corner and select
Choose Another Language.

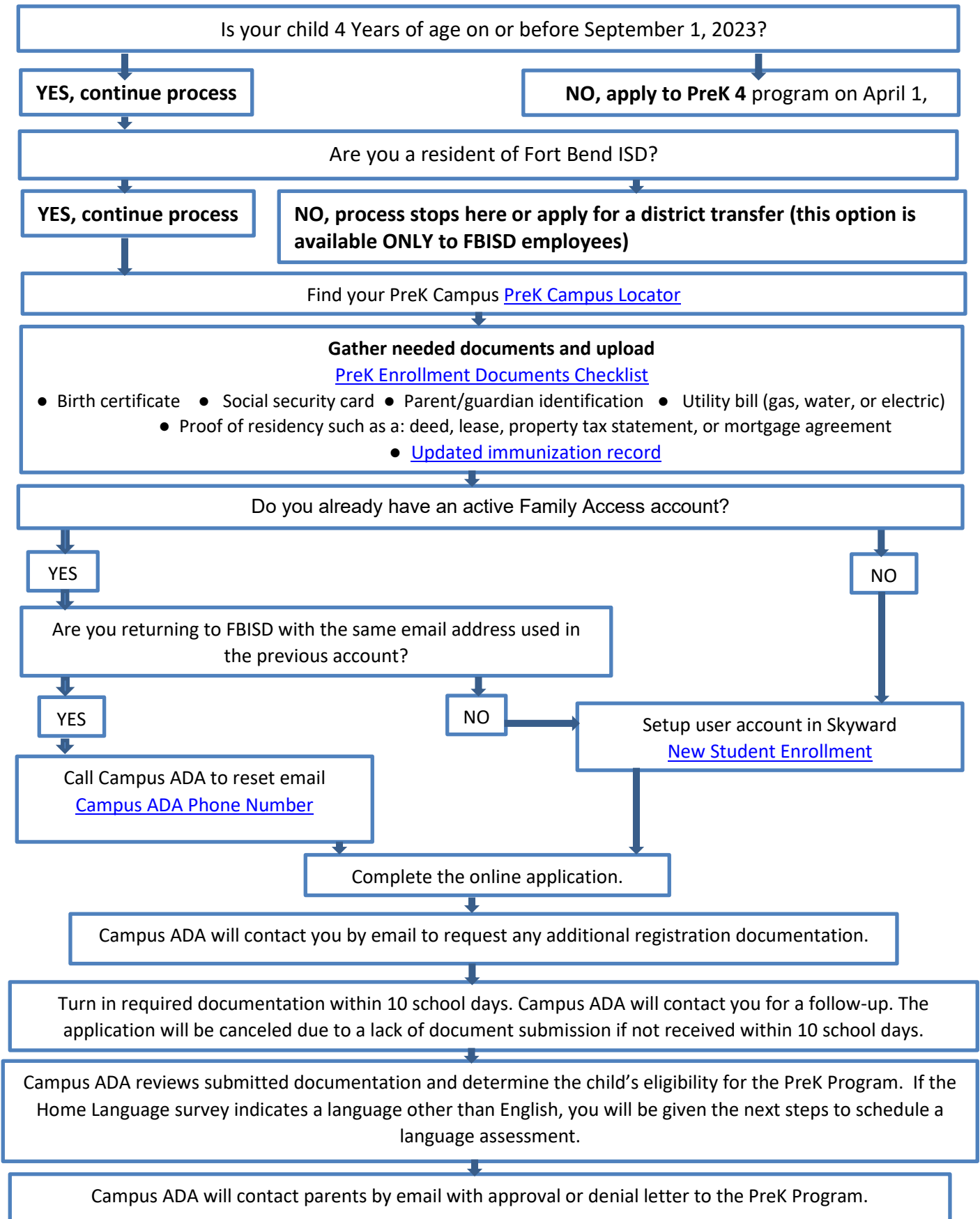
Scroll through the list of available languages, select the desired language to
Translate into
and click **Done**.



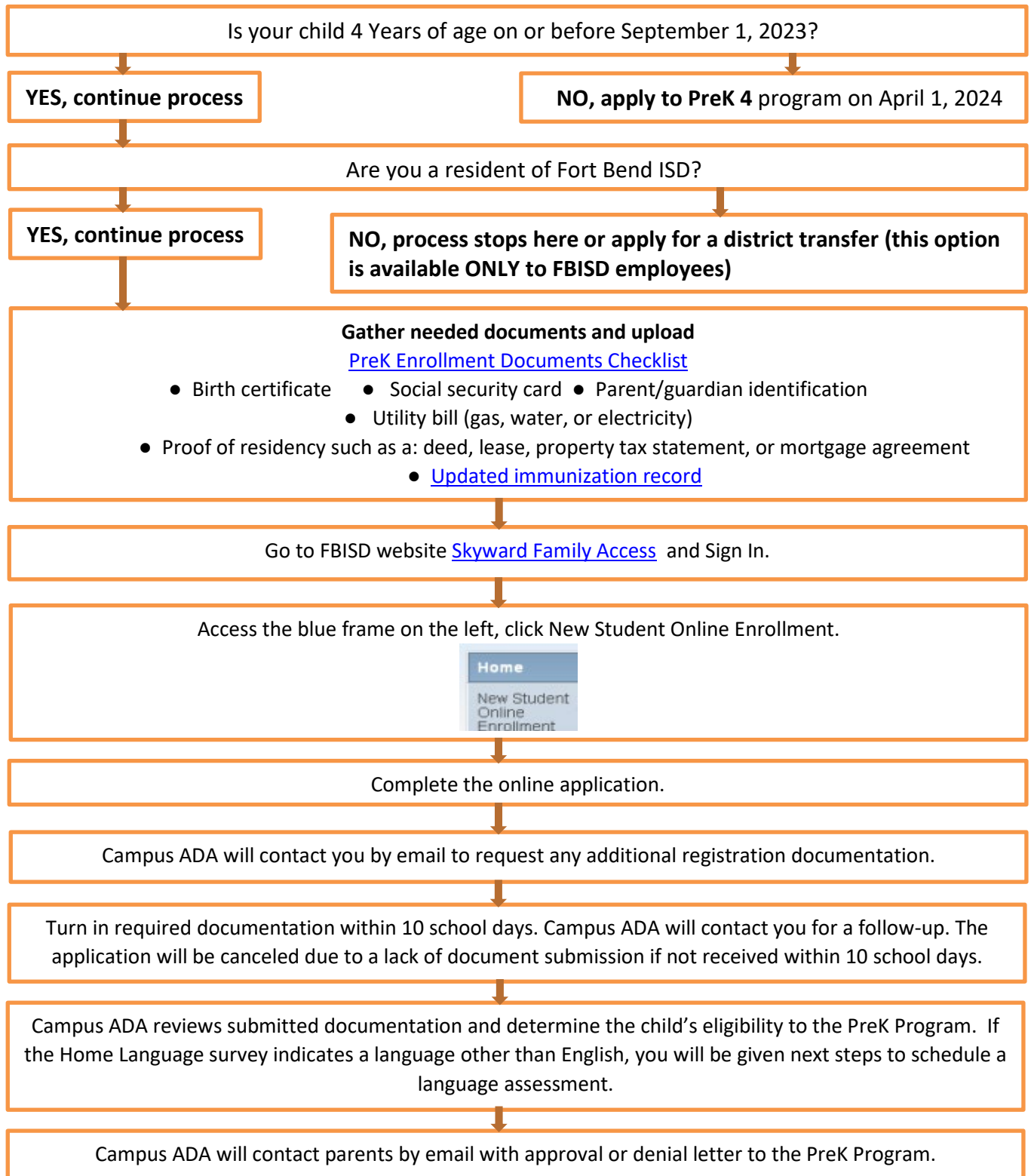
This section will provide you with detailed flowcharts that will illustrate the enrollment process for each of the Early Childhood Programs offered in FBISD.

- A. New or returning family to Fort Bend ISD.
- B. New student to existing Family Access Account.
- C. Students who Language Survey (HLS) indicates a language other than English Flow Chart
- D. Fueling Brains Academy Program (three-year-old students only)
- E. Pre-Kindergarten Tuition-Paid
- F. FBISD Employee Tuition-Paid

A. New or Returning to FBISD Students Flow Chart



B. New Student to Existing Family Access Account Flow Chart



C. Students who Language Survey (HLS) indicates a language other than English Flow Chart

Is your child 4 Years of age on or before September 1, 2023?

YES, continue process

NO, apply to PreK 4 program on April 1, 2024

Are you a resident of Fort Bend ISD?

YES, continue process

NO, process stops here or apply for a district transfer (this option is available ONLY to FBISD employees)

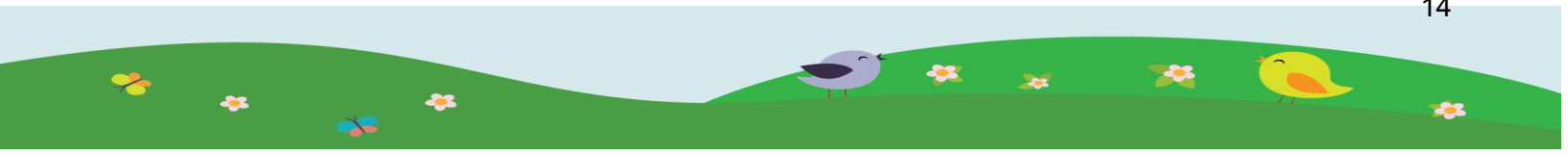
Complete registration by using Flow chart A or Flow chart B.

Campus ADA reviews submitted documentation and determine the child's eligibility to the PreK Program. If the Home Language survey indicates a language other than English, you will be given next steps to schedule a language assessment.

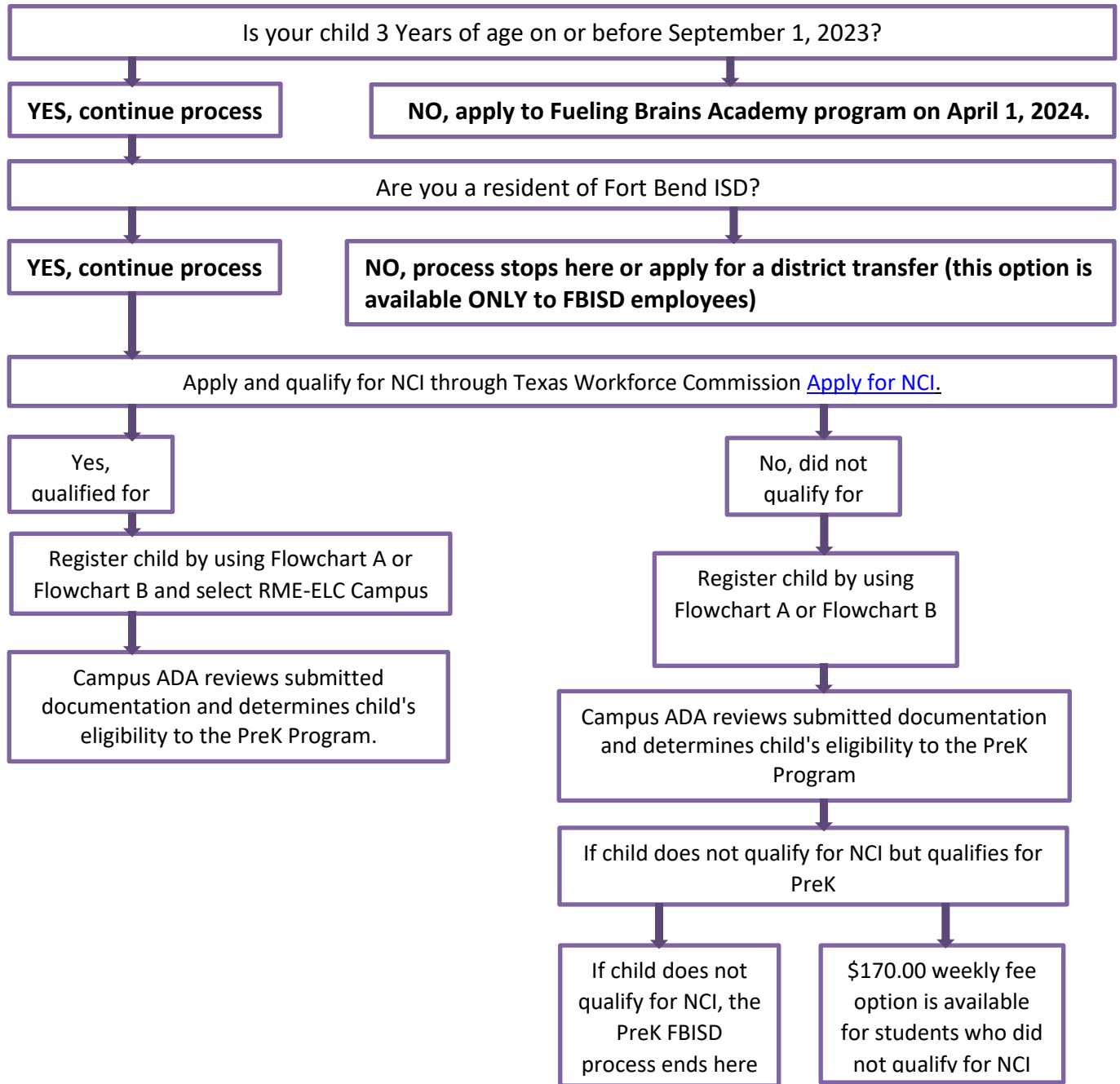
After the assessment is completed, the Language Proficiency Assessment Committee (LPAC) will convene and recommend the appropriate language program for the student (One-Way Dual Language or ESL).

The Campus ADA will contact you requesting approval or denial of the PreK language program (BIL or ESL).

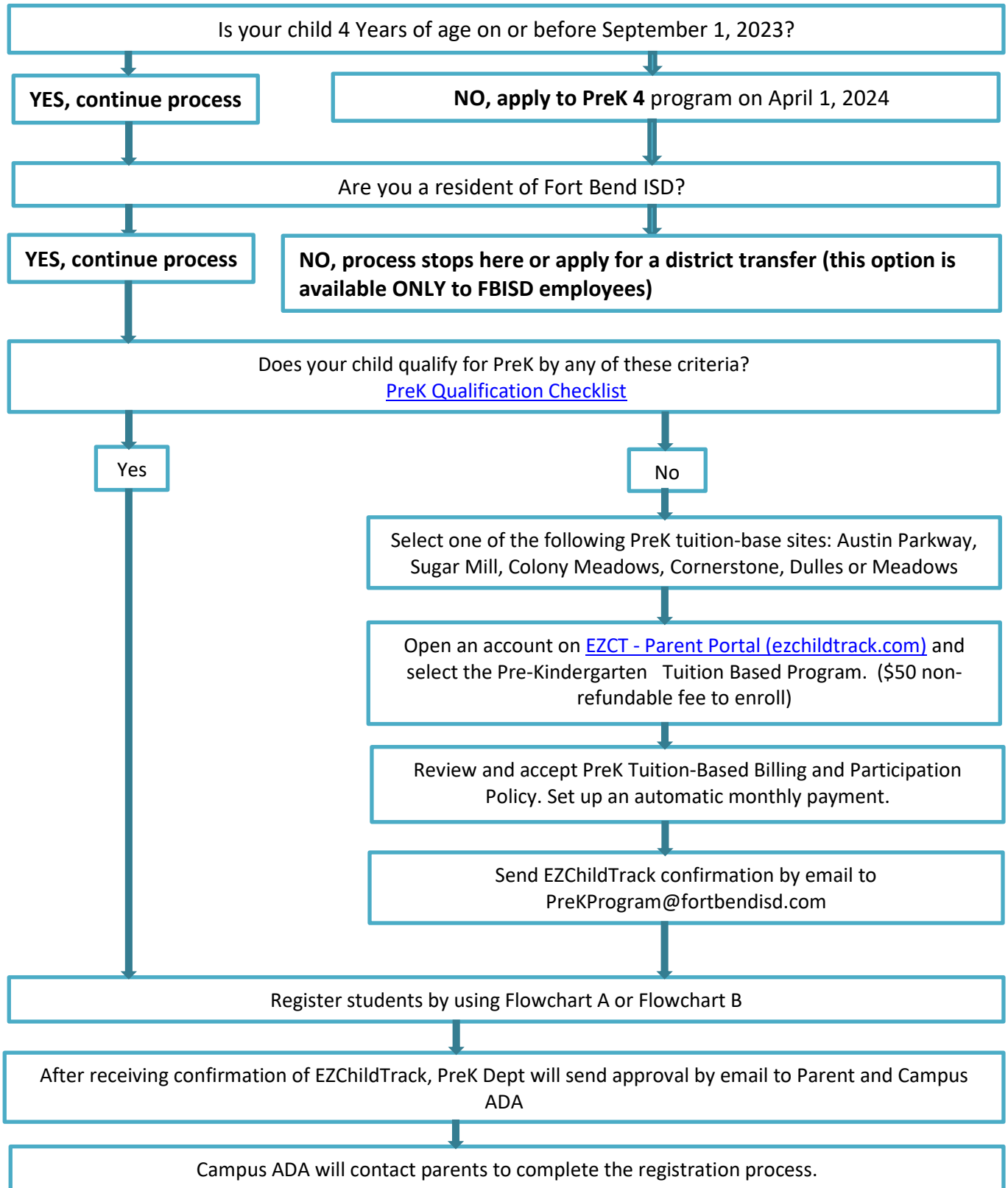
Your child's registration is complete! Welcome to FBISD PreK!



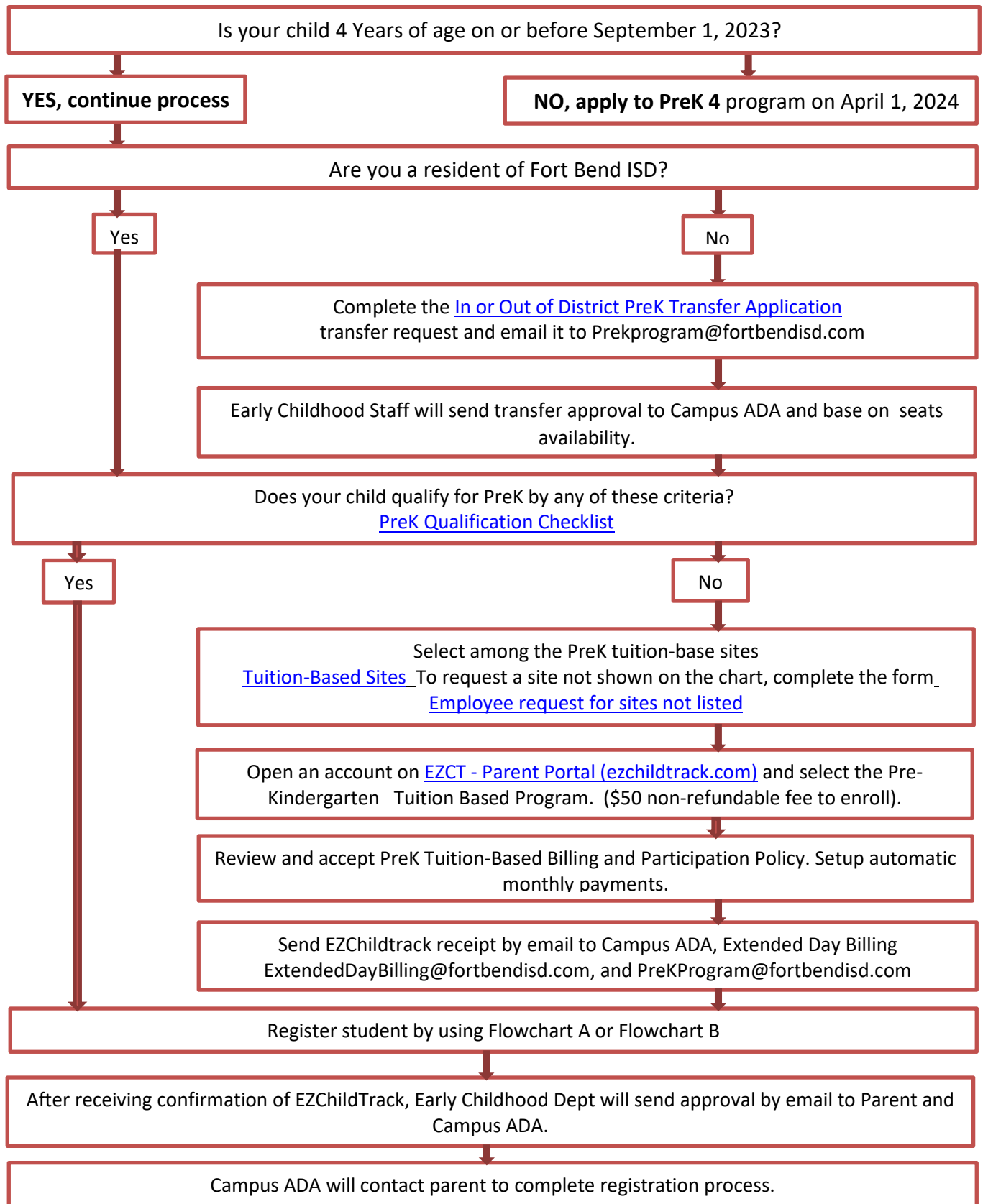
D. Fueling Brains Academy Program (3-year-old student only) Flow Chart



E. Pre-Kindergarten Tuition- Based (Fort Bend ISD residence only) Flow Chart



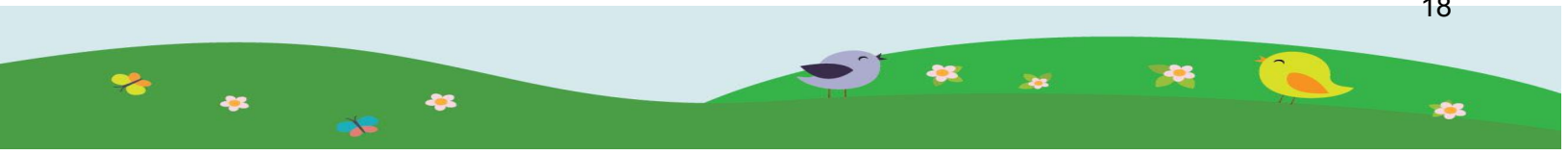
F. Fort Bend Employee Pre-Kindergarten Tuition- Based Flow Chart



Campus ADA Phone Numbers List by Campus













Campus	Phone Number
Arizona Fleming (REG, BIL, ECSE)	281-634-4624
Armstrong ES (REG, BIL)	281-634-9414
Austin Parkway (REG, ESL)	281-634-4006
Barbara Jordan (REG, ECSE)	281-634-2805
Bhuchar (REG, ESL)	281-327-8510
Brazos Bend (REG, ESL)	281-634-5185
Burton (REG, ESL)	281-634-5105
Colony Bend (REG, ESL)	281-634-4101
Colony Meadows (REG, ESL)	281-634-4130
Cornerstone (REG, ESL)	281-634-6404
Drabek (REG, ESL)	281-634-6614
Dulles (REG, ESL)	281-634-5849
EA Jones (REG, ESL, BIL)	281-634-4987
Ferguson (REG, ESL)	281-327-4400
Fueling Brains Academy (REG)	281-327-2433
Goodman (BIL)	281-634-6023
Heritage Rose (ESL, BIL)	281-327-5406
Highlands (ESL, ECSE)	281-634-4163
Holley (REG, ESL, BIL)	281-634-3860
Hunters Glen ELC (REG, ESL, BIL)	281-634-4644
Lakeview (REG, ESL, ECSE)	281-634-4203
Lantern Lane (REG, ESL, ECSE)	281-634-4684
Lexington Creek (REG, ESL)	281-634-5004
Madden ES (REG, ESL)	281-327-2746
Malala (REG, ESL)	281-327-5708
Meadows ES (REG, ESL)	281-327-2951
Mission Bend (REG, ESL, ECSE)	281-634-4260
Mission Glen (REG, ESL, ECSE)	281-634-4297
Mission West (REG, ESL, BIL, ECSE)	281-634-4322
Oyster Creek (REG, ESL, ECSE)	281-634-5914
Pecan Grove (REG, ESL, ECSE)	281-634-4804
Quail Valley (REG, ESL, BIL)	281-634-5060
RME - ELC (REG, ESL, BIL, ECSE)	281-327-2433
Rosa Parks (REG, ESL)	281-634-6394
Seguin (REG, ESL)	281-634-9854
Settlers Way (REG, ESL)	281-634-4363
Sugar Mill (REG, ESL, ECSE)	281-634-4443
Townewest (REG, ESL, ECSE)	281-634-4483
Walker Station (REG, ESL, ECSE)	281-634-4403

- ESL – English as a Second Language ● BIL – Bilingual Spanish
- ECSE – Early Childhood Special Education ● REG – Regular English



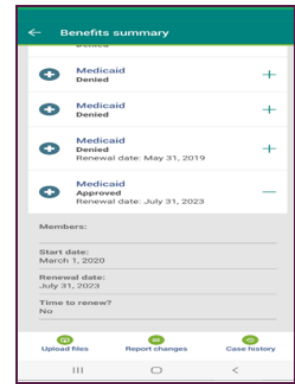
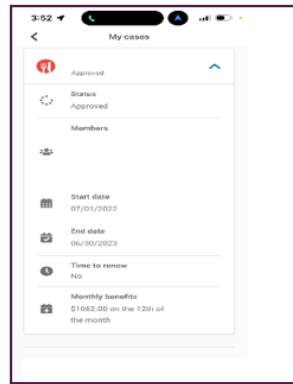
1. Documentation for registration

Families must submit the required documentation to complete the registration process. After Campus ADA contacts parents, parents will have 10 business days to upload, email, or bring documentation to campus. Applications missing the required documents will be cancelled. This is the list of required and alternate documents for free-tuition Pre-Kindergarten.

Required Enrollment Documents:		
Once eligibility for Pre-K has been determined, provide one copy of each of the documents that are required to enroll your child in school to the campus ADA/Attendance Clerk.		
<input type="checkbox"/> Documentation of Birth <ul style="list-style-type: none"> ✓ Birth Certificate (original) or ✓ Hospital birth record, ✓ Adoption records 	<input type="checkbox"/> Guardian Proof of Identity <ul style="list-style-type: none"> ✓ State Issued Parent Photo ID ✓ State Issued Driver's License ✓ Valid Passport 	<input type="checkbox"/> Utility Bill <ul style="list-style-type: none"> ✓ Electric ✓ Water ✓ Natural gas  <p><i>Note: the document submitted must be current and dated within 30 days of the application date.</i></p>
<input type="checkbox"/> Social Security Card <ul style="list-style-type: none"> • Original card (when available) 	<input type="checkbox"/> Proof of Residence in Fort Bend County <ul style="list-style-type: none"> ✓ Deed ✓ Mortgage ✓ Monthly mortgage statement ✓ Mortgage payment booklet ✓ Residential lease ✓ Property Tax Statement 	<input type="checkbox"/> Child's Immunization Record <ul style="list-style-type: none"> • Immunization record signed by a pediatrician 
Alternate Enrollment Documents for Consideration on a Case-by-Case Basis:		
If a document from any of the categories above may not be obtained, provide one acceptable form of documentation required to enroll your child in school to the campus ADA/Attendance Clerk. Alternative documentation is considered on a case-by-case basis and is subject to review.		
<input type="checkbox"/> Documentation of Birth <ul style="list-style-type: none"> ✓ Statement of the child's date of birth issued by the division of the Texas Department of State Health Services responsible for vital statistics for school admission purposes ✓ Passport ✓ Church baptismal record 	<input type="checkbox"/> Guardian Proof of Identity <ul style="list-style-type: none"> ✓ US passport book ✓ Passport card ✓ US Citizenship Certificate ✓ Certificate of Naturalization with identifiable photo (N-550, N-560, N-561, N-570, or N-578) ✓ US military photo ID card for active duty, reserve, or retired personnel 	<input type="checkbox"/> Utility Bill - No alternate documents <ul style="list-style-type: none"> ✓ Electric ✓ Water ✓ Natural gas  <p><i>Note: The document presented must be current and dated within 30 days of the application date.</i></p>
<input type="checkbox"/> Social Security Card <ul style="list-style-type: none"> ✓ Dependent military ID with preprinted SSN ✓ Health card, Medicare or Medicaid card with SSN 	<input type="checkbox"/> Proof Residence in Fort Bend County <ul style="list-style-type: none"> ✓ Homeowners insurance policy or statement ✓ Renters insurance policy or statement ✓ Mail from a financial institution; including checking, savings, investment account ✓ Credit card statements dated within 30 days of the application date ✓ Dual/Co-Residence Affidavit (notarized) or ✓ Dual/Co-Residence Renewal Form 	<input type="checkbox"/> Child's Immunization Record <ul style="list-style-type: none"> ✓ Medical exemption signed by a US-licensed MD or DO, clearly stating a medical reason the child cannot receive specific vaccines. ✓ Affidavit of exclusion for reasons of conscience, including religious belief, from required school immunizations. https://www.dshs.texas.gov/immunize/school/exemptions.aspx  <p><i>Note: Unless the exemption states a lifelong condition, the exemption is only valid for one year.</i></p>

Proof of Income Documentation:







- ✓ Current SNAP or Medicaid eligibility letter or printed screenshot from the account online
- ✓ One month of current paycheck stub (dated within 30 days)
- ✓ Statement of earnings from the employer
- ✓ Unemployment Documentation
- ✓ Worker's compensation payment
- ✓ Disability compensation payment stub
- ✓ Last year's income tax if self-employed



2. The Documentation for Tuition-based enrollment is shown below:







Required Enrollment Documents:

Once eligibility for Pre-K has been determined, provide one copy of each of the documents that are required to enroll your child in school to the campus ADA/Attendance Clerk.

<input type="checkbox"/> Documentation of Birth <ul style="list-style-type: none"> ✓ Birth Certificate (<i>original</i>) or ✓ Hospital birth record, ✓ Adoption records 	<input type="checkbox"/> Guardian Proof of Identity <ul style="list-style-type: none"> ✓ State Issued Parent Photo ID ✓ State Issued Driver's License ✓ Valid Passport 	<input type="checkbox"/> Utility Bill <ul style="list-style-type: none"> ✓ Electric ✓ Water ✓ Natural gas  <p><i>Note: the document submitted must be current and dated within 30 days of the application date.</i></p>
<input type="checkbox"/> Social Security Card <ul style="list-style-type: none"> • Original card (<i>when available</i>) 	<input type="checkbox"/> Proof of Residence in Fort Bend County <ul style="list-style-type: none"> ✓ Deed ✓ Mortgage ✓ Monthly mortgage statement ✓ Mortgage payment booklet ✓ Residential lease ✓ Property Tax Statement 	<input type="checkbox"/> Child's Immunization Record <ul style="list-style-type: none"> • Immunization record signed by a pediatrician 

Alternate Enrollment Documents for Consideration on a Case-by-Case Basis:

If a document from any of the categories above may not be obtained, provide one acceptable form of documentation required to enroll your child in school to the campus ADA/Attendance Clerk. Alternative documentation is considered on a case-by-case basis and is subject to review.

<input type="checkbox"/> Documentation of Birth <ul style="list-style-type: none"> ✓ Statement of the child's date of birth issued by the division of the Texas Department of State Health Services responsible for vital statistics for school admission purposes ✓ Passport ✓ Church baptismal record 	<input type="checkbox"/> Guardian Proof of Identity <ul style="list-style-type: none"> ✓ US passport book ✓ Passport card ✓ US Citizenship Certificate ✓ Certificate of Naturalization with identifiable photo (N-550, N-560, N-561, N-570, or N-578) ✓ US military photo ID card for active duty, reserve, or retired personnel 	<input type="checkbox"/> Utility Bill - <i>No alternate documents</i> <ul style="list-style-type: none"> ✓ Electric ✓ Water ✓ Natural gas  <p><i>Note: The document presented must be current and dated within 30 days of the application date.</i></p>
<input type="checkbox"/> Social Security Card <ul style="list-style-type: none"> ✓ Dependent military ID with preprinted SSN ✓ Health card, Medicare or Medicaid card with SSN 	<input type="checkbox"/> Proof Residence in Fort Bend County <ul style="list-style-type: none"> ✓ Homeowners insurance policy or statement ✓ Renters insurance policy or statement ✓ Mail from a financial institution; including checking, savings, investment account ✓ Credit card statements dated within 30 days of the application date ✓ Dual/Co-Residence Affidavit (notarized) or ✓ Dual/Co-Residence Renewal Form 	<input type="checkbox"/> Child's Immunization Record <ul style="list-style-type: none"> ✓ Medical exemption signed by a US-licensed MD or DO, clearly stating a medical reason the child cannot receive specific vaccines. ✓ Affidavit of exclusion for reasons of conscience, including religious belief, from required school immunizations. https://www.dshs.texas.gov/immunize/school/exemptions.aspx  <p><i>Note: Unless the exemption states a lifelong condition, the exemption is only valid for one year.</i></p>

3. ADA Review and Approval

After reviewing documents, the campus ADA will determine if your child qualifies or not for the free-tuition program based on [TEA Eligibility Pre-Kindergarten Guidelines](#). Students will be scheduled for language assessment when the Home Language Survey includes language other than English. The goal of the language assessment is to administer the single, state-approved English language proficiency test to Pre-Kindergarten students with a language other than English indicated on the home language survey for identification as an Emergent Bilingual (EB) or Language Learner (LL). Campus ADA will share with parents the assessment site and contact information.

4. Classroom Placement

After student registration is completed, students are placed in their classrooms in the order in which enrollment is completed. The campus ADA will share with the family's the teacher name and other basic information about the campus via e-mail prior to the start of the school year. Request for a particular teacher will not be considered since enrollment in the Pre-Kindergarten program is based on first-come-first-served.

5. Campus Overflow

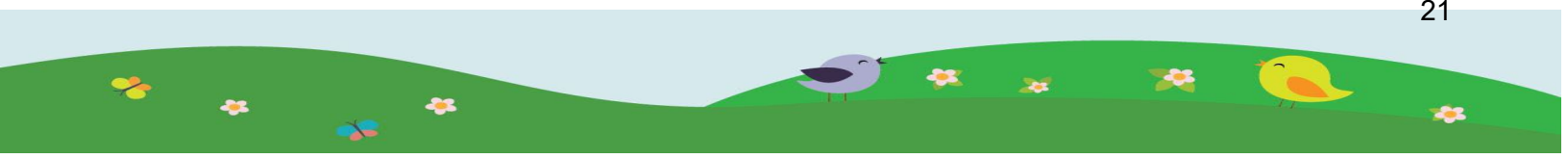
Enrollment is based on the date the registration is finalized and submitted by the parent/guardian. If your zoned PreK campus is at capacity, the campus ADA will contact, you by email and phone to give your options for other campuses with available seats. Registrations are dated and time stamped. Campus ADA process applications in the order in which they are received. Pre-Kindergarten seats are assigned following the registration time stamp.

6. Student Transfers

Parents may request a [PreK Transfer Application](#) to a different PreK Campus based on extenuating circumstances. The transfer will need to be directed to the Early Childhood Department using the following link: PreKProgram@fortbendisd.com. Requests are reviewed on an individual basis and are not guaranteed approval. The Early Childhood department will notify you and the campus ADA of their decision. There is no waitlist option available.

7. Withdrawals

Parents should contact the campus ADA and inform them of the student's withdrawal from the Pre-Kindergarten Free or Tuition-Based Programs. The tuition-based parent should provide a written notice two weeks prior to withdrawing to avoid monthly charges. Parents will be held responsible for outstanding balances at the withdrawal time. Please direct the withdrawal notice to prekprogram@fortbendisd.com and ExtendedDayBilling@fortbendisd.com. Use the fillable form [PreK Intent to Withdraw](#).



III. Getting Ready for Pre-Kindergarten

Entering public school for the first time is an exciting time for many families and their children. This section is going to provide you with information on how to prepare and support your child's transition to Pre-Kindergarten classrooms.

Home Schedule

One of the best ways to prepare your child to enter Pre-Kindergarten is to create a home routine. If you don't already have it, consider creating a daily schedule at home for your child. This will help with classroom routines. A daily routine may include song time, clean up time, dance and free play, Storytime, letters and math, meals, outdoor playtime, personal care and bedtime.

Potty Training

Children are not required to be fully potty trained to enroll in preschool. However, our classrooms are not equipped for the diaper changing routines. Students will need to wear pull-ups instead of diapers or underwear. However, it is preferred that children are fully potty trained before enrolling in Pre-Kindergarten. If your child is still in the process of mastering potty training, please follow the next guidelines:

- Communicate to the school administrator and classroom teacher your child's potty-training status.
- Share with the teacher your child's potty-training schedule.
- Send your child to school with underwear or pull-ups only. Wearing diapers slows the potty-training process. Our staff is not trained for diaper changing unless your child is participating in the Special Education Program.
- Send wet wipes and an extra set of clothes in case of an accident.
- Our staff will guide your child to clean and change themselves in case of an accident. Staff will only support students with cleaning in extreme situations. In some cases, staff will contact you to pick up your child.

Review this website for potty training [Potty Training Tips](#).

District Calendar

The link below will give access to the approved district calendar for the current school year.

[Fort Bend District Calendars](#)

Student Supply List

This is a general list of school supplies for Pre-Kindergarten [Fort Bend ISD School Supply List](#)

Meals

Families are encouraged to apply for the free and reduced lunch at <https://www.schoolcafe.com/fbisd>.

Students may also bring a sack lunch. Each student will have a lunch account that parents can put money into by using this website <https://www.schoolcafe.com/fbisd>.



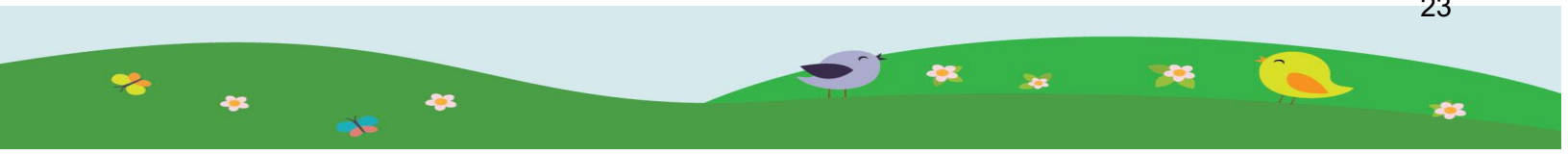
Full-Day Pre-Kindergarten Daily Schedule

The following schedule illustrates recommended times and instructional content. Times and order will vary from campus to campus.

Time	Total Minutes	Activity & Routine
8:10-8:25	15 min	Arrival & Morning Meeting
8:25-8:30	5 min	Brain Break (music movement)
8:30-8:50	20 min	Shared Reading or Interactive Writing
8:50-9:50	60 min	AM Learning Centers (Early Literacy-Math-Unit of Study)
9:50-9:55	5 min	Clean Up
9:55-10:10	15 min	1st Read Aloud
10:10-10:15	5 min	Transition to Outclass
10:15-11:00	45 min	Outclass (PE, Music, Art, or Library)
11:00-11:30	30 min	Lunch
11:30-11:35	5 min	Transition from Lunch
11:35-11:50	15 min	Word Play
11:50-12:20	30 min	Quiet/Rest Time
12:20-12:40	20 min	Afternoon Math Meeting
12:40-1:40	60 min	PM Learning Centers (Early Literacy-Math-Unit of Study)
1:40-1:45	5 min	Clean Up
1:45-2:00	15 min	Afternoon Science Meeting
2:00-2:30	30 min	Outdoor Play/Recess
2:30-2:45	15 min	Snack
2:45-3:00	15 min	Read Aloud #2
3:00-3:15	15 min	Closing Meeting
3:15-3:25	10 min	Get Ready to Go Home & Dismissal

Attendance

Regular attendance is essential for the success of children at all levels, from Pre-Kindergarten through higher education. Pre-Kindergarten students who attend school regularly benefit from learning earlier classroom routines and develop healthy friendships and social skills early in the school year. Frequent tardiness and absences interfere with a child's ability to adjust to school and often lead to frustration and behavior problems. FBISD supports families in establishing good attendance habits. The Texas compulsory attendance law [TEC §25.085(c)] [TEA Compulsory Attendance](#) applies to children who are enrolled in Pre-Kindergarten. Under this law, parent(s) and legal guardian(s) are required to ensure



the child's regular attendance in school. FBISD school district [2022-23 FBISD Student Parent Handbook](#) is required to monitor attendance.

Prekindergarten is not a mandatory program in Texas, but once your child is enrolled in the Prekindergarten program, attendance is **mandatory**. It is important that your child is in class and on time every day to obtain the greatest benefit from pre-kindergarten instruction. Excessive absences may result in your student being withdrawn from the Pre-kindergarten program.

Additionally, if the student has 5 or more unexcused absences in a semester, the campus will implement truancy prevention measures to avoid the student's enrollment from being revoked for the remainder of the school year. This can include phone calls, emails, parent completion of the Truancy Diversion Program online, and parent meetings at the campus to discuss placement as well as academic progress. If a student exceeds 10 unexcused absences in a 6-month period, this may result in the parent being referred to court for Parent Contributing to the Non-Attendance of a Minor, which is a Class C Misdemeanor. For additional information about the law and Texas Compulsory Attendance, please visit www.fortbendisd.com/truancy.

If your child is not in attendance due to illness, vacation, or other circumstances, please notify your teacher and Campus ADA in writing or via email. If you need to send a note through the front office, please address it to the Campus ADA to ensure its delivery.

Early Pick Up

More than one early pickup within the 9 weeks will require an excused note to be provided.

Days and Hours of Operation

FBISD elementary school day starts at 8:10 a.m. and ends at 3:25 p.m., Monday through Friday. Families may drop off their children as early as 7:30 a.m.

Extended Learning Programs

Before and after-school care is offered through [Extended Learning Program](#). Visit the Little Learners Program website [Little Learners Program](#) for participating campuses, times, and fees.

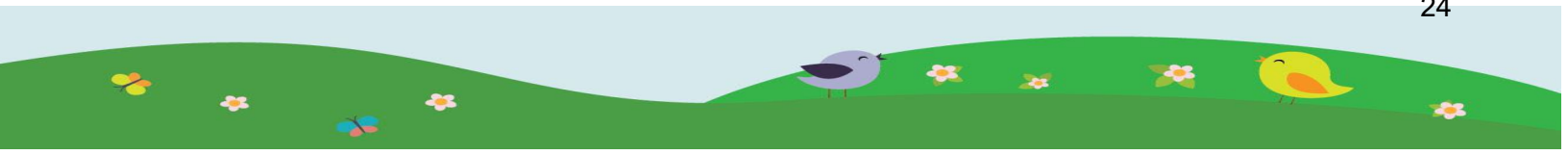
Dress Code

All students in our program adhere to the district's dress code, detailed in the FBISD Student Handbook [2022-23 FBISD Student Parent Handbook](#). Clothing must fit properly and provide adequate coverage in any position, including when the student is engaged in vigorous physical activity. Children not appropriately dressed, including footwear appropriate for the day's activities, will not be permitted to participate. We recommend closed toes shoes for safety and comfort.

Health Information

Parents are encouraged to send an extra set of clothes previously labeled to keep in the classroom in case of accidents.

Per FBISD policy, school personnel will not apply or provide insect repellent or sunscreen during the day. Concerned parents are strongly encouraged to apply repellent or sunscreen to their children before they leave for school.



Illness Management

Children cannot attend school if they are suffering from an illness that meets the following conditions:

- Their illness prevents them from participating comfortably in classroom activities, including outdoor and gym play.
- Illness results in a need for more care than we can provide without compromising the health, safety, and supervision of other children.
- The child has one of the following:
 - fever of 100.4 or higher
 - symptoms and signs of possible severe illness, such as lethargy, abnormal breathing, diarrhea, vomiting, a rash with fever, symptoms of a communicable disease or illness, behavior changes, or other signs the child may be severely ill; or
- healthcare professional has diagnosed the child with a communicable disease or condition (i.e., lice, ringworm, etc.), and the child does not have medical documentation indicating he or she is no longer contagious.
- If a child appears ill on arrival or becomes ill while under our care, the campus nurse will contact the parent to pick up the child.
- Every child must be free of fever, without fever-reducing medications, for 24 hours before returning to school.

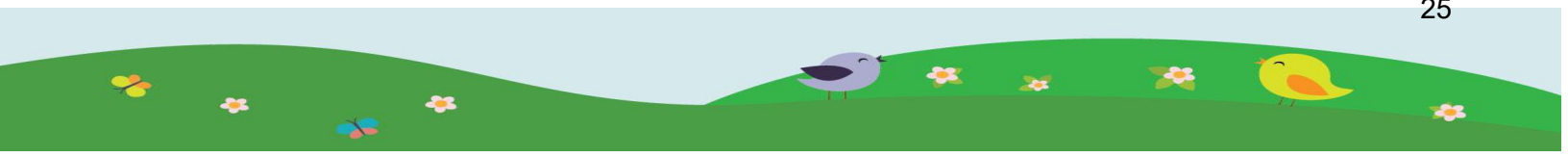
COVID-19 Protocols

The safety of students and staff is the district's foremost priority. Pre-Kindergarten programs adhere to all District established health and safety protocols and procedures for COVID-19. Refer to the district website [FBISD Health and Safety Protocols](#) for up-to-date information.

Student's Medication

Medication should administer through the campus Nurse ONLY. All medications must be listed on the emergency card, whether they will be administered at the campus. In an emergency, this information is critical to determining treatment and preventing potentially harmful drug interactions. If medication is to be administered to a child at Pre-Kindergarten, and administration of that medication meets the guidelines in the District's Student/Parent Handbook, the following conditions must be met.

- All medicine, prescription or non-prescription, must be hand-delivered in its original container by the parent—not the child—to the School Nurse.
- Parents are required to complete an [Medication Authorization Form](#).
- Prescription medication must be labeled by the pharmacist.
- The label must include the student's name, physician's name, name of the medication, amount of medication to be given, frequency, and the date the prescription was filled.
- A note from the physician must accompany medication taken for more than 15 days (about 2 weeks).
- There shall be no more than one medication per properly labeled container.
- The Site Coordinator will clear other medical needs with their supervisor.



IV. Curriculum and Instruction

Pre-Kindergarten Curriculum and Resources

The FBISD PreK curriculum is 100% aligned with the Texas Pre-Kindergarten Guidelines and developed internally with the participation of our own teacher writers. Our curriculum is child-centered because it honors children's individuality and their families and uses our community's fonts of knowledge throughout all units. Our curriculum combines effective developmentally appropriate pedagogy inspired by the Reggio-Emilia and Montessori approach, where arts, music, movement, and play-based learning support our children's curiosity and creativity.

In our eight units of study, children also learned about the wonders of the natural world in units such as Wind and Water; It's Alive Watch It Grow and Light, Shadows, and Reflections. Nonetheless, Pre-Kindergarten children enjoy enhancing their understanding of their surroundings when they immerse in the Taking Care of Myself and Others, Celebrations, and Back Home in Texas units. All our units of study provide learners with multiple activities to interact with the content in small and whole groups and through purposeful play. Our curriculum and educational and classroom resources support children's interactions with new knowledge through hands-on experiences. We believe teaching and learning should be fun and engaging and that our children learn best when they are immersed and engaged in pre-planned play-based experiences.

Units of Study:

Unit 1: Myself and My Family

Unit 2: Taking Care of Myself and Others

Unit 3: Wind and Water

Unit 4: Celebrations

Unit 5: Form Here to There: Things That Go

Unit 6: Back Home in Texas

Unit 7: It's Alive: Watch it Grow!

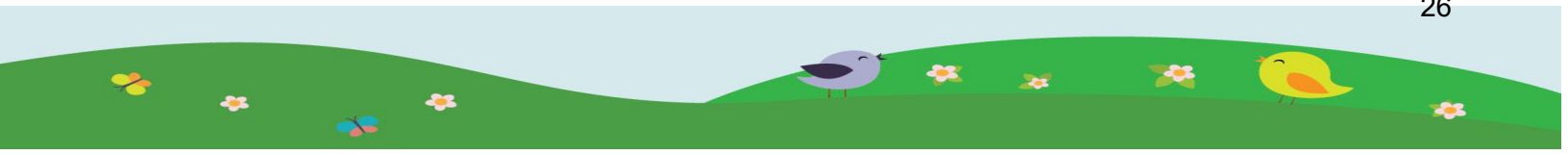
Unit 8: Light, Shadows, and Reflections

What this video to learn more about our 8 units of study <https://www.wevideo.com/PreK Units Overview>

1Link

[1Link](#) (Powered by Microsoft My Apps) is a single sign-on platform that allows students, teachers, and staff to utilize one username and password to access their digital resources and tools. Single sign-on is an essential tool for productive remote learning. 1Link is web-based and available from the classroom or at home. 1Link may be accessed from either a computer or mobile device. Please follow the directions below to get started.

- All actively enrolled FBISD students can access 1Link using their district email (e.g., john.d1@student.fortbendisd.com) and network password.
- New student enrollees will be granted access upon completion of the enrollment process.
- Parents must log in to [Skyward Family Access](#) to retrieve their student(s) passwords, which can be found in the Parent/Guardian section of [Skyward Family Access](#).



SAVVAS Three Cheers for PreK – Uno, dos, tres prekínder

Three Cheers for PreK provides supplemental, developmentally appropriate learning materials to aligned to the FBISD PreK curriculum. Through Three Cheers for PreK materials students have access to activities across all skills domains. Thoughtfully planned activities support each child's social and emotional well-being, physical growth, and academic readiness. Here are some highlights for Three cheers for PreK:

- Big books
- Games
- Online digital library <https://www.uniteforliteracy.com/>. This is a free online library that has digital books for parents.

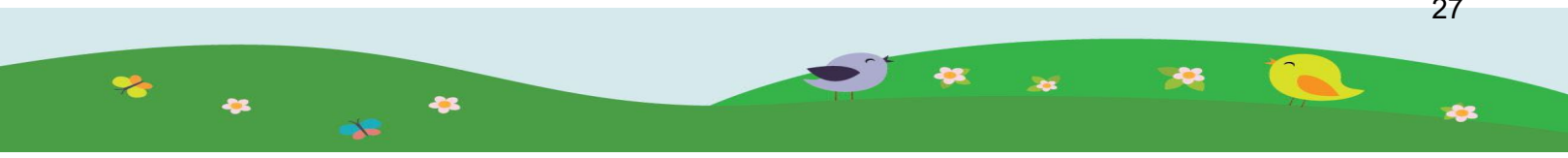
Watch this video to get an overview of **SAVVAS** <https://www.youtube.com/SAVVAS Three Cheers for PreK>

Ready Rosie

ReadyRosie is a researched-based and standards-aligned comprehensive family engagement resource that builds on parents' knowledge. ReadyRosie harnesses the power of video modeling and mobile technology combined with collaborative workshops and professional learning to empower families and schools to work together to close the opportunity gap. Through our partnership with ReadyRosie you will have free access to their learning website and tools. You will need access to ReadyRosie Video Library. Your child's teacher will send you an email on how to activate your Free ReadyRosie account. Watch this video to learn more about the ReadyRosie platform <https://www.youtube.com/ReadyRosie>.

CIRCLE Assessment

The CIRCLE Assessment is a Diagnostic tool use to help us maximize instruction to each student. CIRCLE will assess numeracy, literacy and social-emotional development. The CIRCLE Assessment is given at the beginning of the school year (BOY), middle of the school year (MOY) and at the end of the school year (EOY). The [CIRCLE Family Activities](#) has engaging, hands-on activities to do with your children by age, learning domain or location.



Understanding Your Child's CIRCLE Progress Monitoring Assessment Results

When you receive a parent report, this is what the first page looks like. The boxes in the margins explain the different parts of the report.

Student: Bill Bills **Class:** T Demo's KG Class **Wave:** 3
Language of Assessment: English **Report Date:** 11/02/2020

Student Report for Parents

CIRCLE Progress Monitoring (CPM) is an assessment that your child's teacher uses to gain a complete understanding of how your child is progressing in the learning areas that are important for later school success. It also helps the teacher identify areas in which your child might need more targeted support and practice. This information enables the teacher to plan lessons to meet your child's individual needs, as well as provide you with ideas on how you can support and challenge your child at home. On the page(s) that follows, you will see a summary of your child's assessment results.

Performance Categories

- On Track** (Green checkmark): Your child's score is On Track or within the expected range.
- Needs Support** (Red exclamation mark): Your child scored below the expected range for this age group and additional support is recommended. See Family Resources for support at home.
- Monitor** (Yellow arrow): Your child is approaching the On Track score for children under four years old. Continue to monitor and support your child in this learning area.
- Out of Range** (Blue circle with X): Based on your child's age, performance categories do not apply for this learning area. Continue to monitor your child's development in this area.

Your Child's Performance at a Glance

- Language** (Speech bubble icon):
 - Speech Prod. and Sentence Skills
 - Rapid Vocabulary
- Reading & Writing** (ABC XYZ icon):
 - Early Writing Skills
 - Phonological Awareness
 - Rapid Letter Naming
- STEM** (Puzzle piece icon):
 - Science
 - Math
- Health & Development** (Heart icon):
 - Physical Development and Health

Family Resources

Hover your smartphone camera over the QR code or visit the following link to find free, individualized resources to help your child at home.

<https://cliengage.org/go/c54520>

What you will find:

- Playful activities to provide additional support and practice in specific learning areas based on your child's current performance.
- Descriptions of the learning areas assessed and how they are important for later school success.
- Ways to prepare for your parent-teacher conferences.

Your child's teacher should be able to help answer questions about your child's assessment scores and how you can work together to build your child's skills. For more activities, please visit the **CIRCLE Activity Collection: Family** at cliengagefamily.org

* Raw score only. Performance Categories do not apply.

Callout Boxes:

- The language that your child was assessed in:** Language of Assessment: English
- Assessments may be given at different time points during the school year, and are referred to as Wave 1 (beginning of the school year), Wave 2 (middle of year), etc.** Wave: 3
- Information about the assessment your child was given:** CIRCLE Progress Monitoring (CPM) is an assessment that your child's teacher uses to gain a complete understanding of how your child is progressing in the learning areas that are important for later school success.
- Scores may include categories that describe how well your child performed on preschool knowledge and skills.** Performance Categories
- Information to help you support your child's learning and development at home:** Family Resources
- Scan the QR code with your smartphone camera or use the link to access individualized activities based on your child's results, descriptions of each learning area, and ways to prepare for parent-teacher conferences.** QR code and link
- An overview of how your child performed in each learning area at a particular wave:** Your Child's Performance at a Glance
- An explanation for any section on the report that has an asterisk (*):** * Raw score only. Performance Categories do not apply.

Skyward/ Family Access

Maintaining open lines of communication between the school and home is vital to achieving the common goal of providing the best quality education to every student. Skyward Family Access allows easy, open lines of communication between the school and home. Students and parents can login to view attendance, grades, schedules, and calendars. Students can also perform their course selections online. Family Access is available anywhere with an internet connection.

If your student is a current FBISD student, and you do not already have access to Family Access, contact your child's campus. If you are new to FBISD, you will be granted access to Family Access when you enroll your student through the online registration process.

- [Family Access Quick Guide](#)
- [Family Access Guide](#)
- [Minimum Requirements and Supported Browsers](#)

Portable access to your student's information is a wonderful way to stay connected while on the go. Parents can see what class their child is in, or their grade on the latest exam. Choose between accessing info through your wi-fi network, or wirelessly on your handheld device. Skyward Family Mobile Access - Download the mobile app that gives you complete access to your student's information from your handheld device.

Virtual Family Meetings

The Early Childhood Department conducts a zoom meeting once a month with PreK Families. The meetings are held from 11:00 am –11:45 am and 6:00 pm – 6:45 pm on the first Wednesday of the month. For an updated list of meetings and link visit: [FBISD PreK Family Meeting Schedule](#).

PreK Family Newsletter

The monthly Smores Newsletter is published, and a link is sent to PreK Families for their review. In the newsletter, there will be information about upcoming units of study, community resources and an overview of what is happening in the classrooms. The newsletter is accessible in multiple languages when clicking on the accessibility icon.

Blackboard Messenger

The Early Childhood Department will send messages, flyers and reminders to families using blackboard by email or text message.

Positive Behavior Intervention and Support (PBIS)

Positive Behavior Intervention and Supports (PBIS) is the department's discipline system that focuses on celebrating positive behavior. PBIS is an evidence-based framework used by schools to improve school culture and student behavior while encouraging a safe environment for learning. Promoting student motivation and engagement is the foundation of a child's learning - academic, behavioral, or social. Students learn best when they know what is expected of them. Pre-Kindergarten staff works with students to define core social expectations, teach the behaviors associated with those expectations, and reward the use of those behaviors.

Parents play an essential role in their child's success in a learning environment, and parents must support their child's education and positive behavior. When we collaborate, students reach a higher level of achievement and school success. We look forward to working together to ensure your child's success.

Feedback and Concerns

We welcome your feedback and we will address any concerns you have. Please follow the communication chain for issues related to your child's campus.

1. Classroom teacher
2. Principal
3. Early Childhood Department

For questions or program concerns please contact Early Childhood Department by phone 281-634-1705 or email PreKProgram@fortbendisd.com.



References

- <https://www.fortbendisd.com/Page/674>
- <https://www.fortbendisd.com//site/Default.aspx?PageID=675>
- <https://www.fortbendisd.com/Page/185>
- <https://www.fortbendisd.com/skyward>

