



Hillel Torah

NORTH SUBURBAN DAY SCHOOL

בית ספר הלל תורה

Updated for the 2018-2019 School Year!

Kindergarten Q & A

Supply List Included



Join our Facebook groups today!

- [Hillel Torah Class of 2027](#)
- [Hillel Torah PTA & Parents](#)

Don't forget to like our main school
[Facebook Page and Instagram Account](#)

to stay updated with news, livestreams and
pictures – all happening in real time!

Welcome to Kindergarten!

As your child transitions into the exciting new world of Kindergarten, we are sure you will have many questions about processes and policies. We have created this handbook to provide you with answers to popular questions that may arise as you prepare for this wonderful year of growth!

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Kindergarten Q & A

What time does Kindergarten start?

- **Class begins at 8:20 am.**
- **It's only Kindergarten – why the big rush?** Hillel Torah's dual curriculum includes designated circle times, group projects and Hebrew and English language immersion activities. It requires careful time management to allow for appropriate socialization and individual interests and talents. Our minutes are precious and filled with enriching experiences. Maximize your child's day by arriving on time, ready for school.

How does morning drop off work?

- *Early drop off* begins at 7:30 am in the auditorium. Children will be supervised and then brought to their Kindergarten classroom at 8:20 am.
- All Kindergarten children, including those arriving for early drop off at 7:30 am, will go directly to the auditorium in the morning.
- Regular drop off for Kindergarten will take place between 8:00-8:20 am at the main door. There will always be a teacher at the main door during regular drop off times to welcome your child and guide them to the auditorium.
- If you arrive after 8:20 am, please park on the street and walk your child to the office.



If my child will be late to school, what is the protocol?

If arriving late, please call the school office at 847-674-6533 to notify your child's teachers. Once you arrive, please walk your child to the office to check in.

What should my child wear to school?

CLOTHING

- All clothing (including outerwear like coats and boots) must be washable and clearly labeled.
- Clothing should be simple, sturdy, not too tight, safe and easy to manage.
- Boys are to wear tzitzit and a kippah (no caps).
- Pants/shorts are required for girls and boys on gym day.

- If you would like to donate a book in honor of your child's birthday, please ask your child's teacher for suggestions.
- To learn more about birthday celebrations and kashrut requirements, please refer to our [Parent Handbook](#). Out-of-school party invitations can be distributed if these guidelines are followed.

Can you tell me more about Hot Lunch?

- Hot lunch is available for purchase three days a week through the PTA on a pre-order basis. Menus along with signup instructions will be sent via email.
- There is an additional lunch option available one day per week, sold by our 8th grade parents. Information on this lunch option will be sent out prior to the sign up period.



What specials will my child participate in weekly?

Gym | Art | Computers | Library | Ivrit
 Sing-a-Long with Rabbi Linzer | Parsha with Rabbi Ginsparg
 Fine/Gross Motor Work with Rachel Morris

How does 3:50 pm dismissal work? What if my child has a playdate after school?

If your child takes the bus, he/she will be escorted into the auditorium and then brought onto the bus. If you are personally picking up your child, please park on the street and meet your child in the auditorium. **No parking in the circular driveway or in front of the school is allowed at this time of day.**

If your child is going home with another student for a playdate, please let your child's teachers know by sending a note or calling the office.



When do early Fridays begin and end?

When Shabbat comes in earlier for the winter months, we shorten our schedule to accommodate a **1:30 pm dismissal time**. This begins at the start of the school year and continues until Friday, March 29, 2019 when we follow our regular dismissal time at 3:50 pm.

How does busing work? Who can I call with questions?

- Busing is a prepaid service provided for our students.
- Busing information with routes and stops will be provided at the beginning of the school year.
- During dismissal, all children who bus will be escorted into the auditorium to wait until their buses are called. Each child traveling alone will be provided an older student “Bus Buddy” to ensure that they go on the correct bus and get off at the correct stop.
- All busing questions including lost items, incident reports or other concerns can be directed to Dov Shandalov.

What should I do if I need to take my child out of school early or if my child will be away for a few days?



- Please send a note if your child will be leaving school before dismissal. Children must be signed out from the school office when leaving early.
- If you will be taking your child out of school (ex. vacation, family simcha, etc), please inform your child’s teachers in advance.
- Please send a note if there will be any changes to your child’s usual pick up routine. Teachers do not check email during the school day.

What should I do if my child is ill?

- Please call the school office 847.674.6533 to report any illness or absence.
- Contagious diseases must be reported to the teacher immediately so notices can be sent to all the parents of the children in the class.
- If the school calls that your child is ill, you must make arrangements for pick up as quickly as possible. Please keep him/her home from school and watch for upset stomach, sore throat, runny nose or fever.
- Children who are unwell and are unable to participate in our activities at school will need to stay home.
- **Children with fever must be fever-free without medication for 24 hours before returning to school.**

If my child has allergies or asthma, or takes medication during the day, what do I do?

- Please fill out the proper form with our office if your child takes any medications or has allergies.
- Hillel Torah adheres to a “No-Nut Policy” to be respectful of those with severe nut allergies. Please read more about this in the [Parent Handbook](#).
- There are separate forms provided for an Allergy or Asthma Action Plan if your child has allergies or asthma.
- Our office staff is trained to administer medicines and asthma inhalers as needed. Staff can only do so with a consent form on file with our office.
- In case of an emergency, the school will always call 911 and then notify the parent immediately.

I feel my child excels in math or reading or could use some extra help. Who do I contact?

Our teachers are always the first in-line to aid students in both enrichment and extra support. Please do not hesitate to contact your child’s teacher if you feel there is anything you would like to address with his/her educational or emotional development.



My child doesn't tell me everything s/he learns about during the day. How can I find out more?

- Kindergarten weekly newsletters and important information are sent out through Kaymbu, our Early Childhood communication tool.
- Shared moments and pictures will be emailed periodically through the Kaymbu system.
- The weekly Hillel Torah Highlights all-school newsletter reviews major events of the week and announces upcoming events.
- At the beginning of the year, your child will make a special “mail can.” Your child will bring this can to and from school each day – please make sure to empty it and/or put in any notes for the teachers.
- Parent-Teacher Conferences are scheduled twice a year, with online progress reports emailed home in January and in June.
- Your child’s academic information, school directory and other announcements can be found on [ParentsWeb](#). Please sign up if you are new to the school.
- Join our Facebook groups ([HT Parents Class of 2027](#) and [Hillel Torah PTA and Parents](#)) and like our main school [Facebook page](#) and [Instagram account](#) for exclusive pictures, livestreams, daily happenings and latest announcements.

I would love to get more involved at Hillel Torah! How?

Hillel Torah offers many exciting opportunities for parent involvement. Below are a variety of ways to become part of our family!



- **Give/Get** – Many opportunities to earn Give/Get credit will be announced throughout the year. Volunteering at hot lunch, lice checks, library or office help are just a few ways you can earn credit and become involved. Please contact Dov Shandalov if you have questions about our Give/Get program.
- **Parent Teacher Association** – Our very active PTA will offer numerous options for parent involvement throughout the year. Volunteering at Book Fair, running an event or helping coordinate sales – there is no shortage of opportunities. Please contact Lanie Kellman or Tanya Lubin with questions at PTApresidents@hilleltorah.org.
- **Classroom Parents** – Each year, a parent volunteer per class is selected to coordinate different programs and aid our teachers wherever they may be needed.
- **Trips** – Letters will be emailed prior to a field trip. If you would like to chaperone, please respond to those emails and we will contact you if needed.
- **Career Days** – We love to learn about new careers in our Kindergarten classrooms. Please volunteer your time to join us and teach the children about your career or special hobby. This can be arranged with your child's teacher at a convenient time for you.

What are some of the events families can attend during the year?

Please visit our online calendar for specific dates and times. Here is a shortlist of the myriad of programs we will have for parents and extended family to gain even more *nachat* from their children:

- | | |
|-------------------------------|-------------|
| • Back to School Blast | August 26 |
| • Open School Night | October 8 |
| • Sunday Funday | November 4 |
| • Chanukah Workshop | November 28 |
| • End of Year Closing Program | June 2 |



Who to Call for What



Below is a brief list of primary contact information for school matters. Please allow for a 24 hour response time on all communication during the school week. For time-sensitive matters please call the school office.

- **School Website:** www.hilleltorah.org
All aspects of our school, including: information, calendars, forms, announcements and staff/faculty contact information.
- **Main Building School Office:**
Phone (847) 674-6533 | Fax (847) 674-8313 | htoffice@hilleltorah.org
- **Preschool (Skokie Valley) Office:** Phone (847) 677-1021
htearlychildhood@hilleltorah.org | ilene.cutler@hilleltorah.org
- **Teachers:** Your child's teacher should be the first stop for any questions about your child including questions regarding remediation, enrichment, social or emotional issues. The primary and most efficient way for parents to contact teachers to discuss an issue or set up a time to talk is via email. Teacher's emails are listed on the school website. Please allow for a 24 hour response time. In case of a time sensitive matter, parents can call the school office and the office will relay the message to the teacher.
- **Administration:** After you have contacted your child's teacher, if you need further assistance, feel free to contact an academic administrator:
 - Principal:** Rabbi Menachem Linzer, menachem.linzer@hilleltorah.org
 - Early Childhood:** Mrs. Jennifer Wasserman, jennifer.wasserman@hilleltorah.org
 - Judaic Studies:** Mrs. Tamar Friedman, tamar.friedman@hilleltorah.org
 - General Studies:** Mrs. Miriam Kopelow, miriam.kopelow@hilleltorah.org
- **Student Services Department:** For more information regarding our Student Services Program, after you have contacted your child's teacher, please contact the appropriate Student Services Staff Member:
 - Director of Student Services:** Mrs. Susan Neshner, susan.neshner@hilleltorah.org
 - School Social Worker:** Ms. Alex Dembitz, alex.dembitz@hilleltorah.org
- **Admissions:** Mrs. Margot Parnass - Director of Admissions, margot.parnass@hilleltorah.org
- **Financial, Busing & Building:** Mr. Dov Shandalov - Business Administrator
dov.shandalov@hilleltorah.org
- **Development:** Mr. Ed Plotkin - Director of Development, ed.plotkin@hilleltorah.org
- **PTA:** PTA Co-Presidents: Mrs. Lanie Kellman and Mrs. Tanya Lubin
PTApresidents@hilleltorah.org

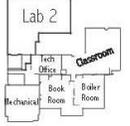
Map of the Building



Second Floor Plan

First Floor Plan

Basement Floor Plan



Kindergarten School Supply List (2018-2019)

A one-time \$100 fee will be collected to cover the cost of special events and all field trips for the entire year. No other requests for funds will be asked of you during the year.

If there is a financial hardship, please contact our Business Administrator, Dov Shandalov, in the main office building at 847.674.6533 or through email at dov.shandalov@hilleltorah.org. Cash or checks are accepted, or you may pay by credit card by [clicking here](#).

Below are the supplies your child will need to bring to school on orientation day.

- A shoe box with a **complete change of clothing** (extra kippa clips should also be kept at school). Please label everything in the box.
- An old “front-buttoning” adult-sized shirt or smock for painting. Child-sized smocks are available for purchase at school.
- A sweater or light jacket to keep in school.
- Two clean and empty large Pringles cans with lids.
- One **large** backpack to accommodate school projects.
No wheelies please.



Every day, your child should bring the following items to school:

- Reusable already filled water bottle.
- Tzedaka – a penny a day is suggested. A week’s supply of pennies may be kept at school in a bag or closed container.
- Boys – a kippa and tzitzit.
- Two snacks, including at least one healthy fresh fruit or vegetable snack and a kosher lunch including a beverage and cutlery (refrigeration is not available). Please do not send soda pop, hard candies, lollipops or gum.

Home items to save for projects:

- Clean Pringle cans with lids (large and/or small). Other cans from Rice Noodles, Crystal Light, International Coffee cans are suggested, as well.
- Clean plastic tubs with lids.
- Clean Styrofoam trays and containers.
- Clean, empty baby food jars with lids.
- Clean, plastic bottle caps.