



# Welcome to our School!

We are so happy to welcome your family to our school. We hope this year will be one of growth, happiness and wonder for your child. To help you prepare your child for a successful beginning of school, we have put together a packet of information that will help answer many of your questions.

On the following pages you will find:

## **Things to Know**, which includes:

- School hours
- How we share information with you
- Information about age-specific optional programs
- Tuition payment schedule
- School calendar
- And much more!

## **“Welcome” Information**, from

- The Parents Committee
- Washington Hebrew Congregation

## **Back to School Forms**

All students need to have a completed set of medical and school forms on file with our school. We have a basic set of forms which needs to be updated each year. Unless you attended Camp Keetov this summer and submitted new forms for 2011-2012, you will need to fill out these forms whether you are a new student or previously enrolled student. Forms were e-mailed to all families in PDF at the end of July.

If you are a previously enrolled student, we will e-mail you with the date your child's DC Health Certificate and Dental certificate (ages 3 and older) are due.



# Key things to know about Our School

## Who are we?

The Edlavitch-Tyser Early Childhood Center (E-T ECC) is a school for children ages 18 months—5 years of age, affiliated with Washington Hebrew Congregation in northwest Washington, DC.

## Where are we?

We are located at 3935 Macomb Street, NW, Washington, DC 20016. Our phone number is 202-895-6334. Our fax number is 202-537-1091. We are on the web at [www.whcecc.org](http://www.whcecc.org)

## Who can answer your questions?

Your child's teachers will be the primary source of information for you. When you need to connect with someone in our office, however, here are the best ways to reach us:

### **Nancy Cook, Director, Edlavitch-Tyser Early Childhood Education**

202-895-6334

[ncook@whctemple.org](mailto:ncook@whctemple.org)

### **Lauren Lieberman, E-T ECC Registrar (2's Lunch Bunch, Enrichment, ACE Club, Parent Communications)**

202-895-6334

[llieberman@whctemple.org](mailto:llieberman@whctemple.org)

### **Amy Sklaire, E-T ECC Coordinator (Calendar, Special Events, Medical and Dental Health Forms, Parent Communications)**

202-895-6346

[asklaire@whctemple.org](mailto:asklaire@whctemple.org)

**Additional information follows on the next page!**



# More key things to know about Our School

## How will we contact you?

### School-wide Email and Weekly e-Newsletters

Most of our school-wide communication with parents is via email and comes from Lauren Lieberman. On the *Child Emergency Contact Information Form* we ask you to provide email addresses where we can reach you. To ensure you receive our notices and information, please add [llieberman@whctemple.org](mailto:llieberman@whctemple.org) to your address books.

Each Wednesday during the school year, we will email a newsletter to you. It is filled with important, up-to-the-minute information and links. The newsletter will most likely address on-going questions you may have regarding schedules, school happenings, individual program sign-ups, etc.

If you want to have more than one e-mail on our distribution and mailing lists, please send your request with the additional e-mail contact to [llieberman@whctemple.org](mailto:llieberman@whctemple.org).

### Individual and Emergency Contacts:

Sometimes, we also need to reach you individually, so please be sure to provide up-to-date contact information including mobile and work telephone numbers on your *Child Emergency Contact Information Form*. If any of your contact information changes throughout the year, please be sure to let our School Office know.

**Additional information follows on the next page!**



Dear E-T ECC Safari Friends' Families:

We hope that you are enjoying a happy and healthy summer. At this time we would like to welcome you and your child to the upcoming school year at Edlavitch-Tyser Early Childhood Center. We realize that it is still summer, but planning ahead makes the first days of school a much better experience.

Prior to the start of school, you and your child will be invited to come in for a personal "Meet Your Teachers" appointment. You will receive a letter from your teachers letting you know the date and time of this meeting.

If you need to reschedule your meeting, please e-mail the office at [llieberman@whctemple.org](mailto:llieberman@whctemple.org) and we will have your teacher contact you directly to set a new day and time. If you have not received your postcard by Monday, August 22, please contact the school office.

When you come for this appointment, please bring with you:

- ✓ Two current pictures of your child and a family photograph
- ✓ A copy of your child's birth certificate (if not already on file with ETECC)
- ✓ A check for \$95, made payable to WHC-EETCC to cover your child's activity fee for the school year
- ✓ A container of hand wipes (e.g. "Wet Ones")
- ✓ One complete set of seasonally-appropriate clothes (including socks and if applicable, underwear) in a labeled zip-lock bag which will be kept in the classroom.
- ✓ An additional set of seasonally-appropriate clothes (including socks and underwear) in a labeled zip-lock bag to be stored in the emergency storage room.
- ✓ All of your completed "back-to-school" paperwork and forms.

### **Start of School Schedule:**

- Tuesday, September 6: Half-day 9 am – Noon (No Lunch)
- Wednesday, September 7: Regular schedule begins (all students 9 am – 2:15 pm)

### **Regular school hours for Safari Friends:**

Monday-Thursday: 9 am – 2:15 pm

Friday: 9 am - Noon

### **Label Everything**

Please label everything your child brings to school, including backpack, lunchbox, clothes, outerwear and shoes!

**Additional Information follows on the next page**

### **Early Drop-Off Option**

As needed, a teacher will be available beginning at 8:30 am to supervise children and escort them to their classrooms when school begins. If you wish to use this service, *please contact Lauren Lieberman in the school office.* For the fee schedule options, please e-mail Lauren at [llieberman@whctemple.org](mailto:llieberman@whctemple.org). If we have a delayed opening due to inclement weather, early drop-off is cancelled.

### **ACE Club**

Every 8 weeks, we offer an optional ACE Club for our 3s and Pre-K students from 2:15 – 3:15 pm. You choose from a variety of classes including but not limited to sports, yoga, science, time travel, Spanish and cooking. The classes meet at our school from 2:15 – 3:15 p.m. Monday – Thursday. The classes are led by our teachers and outside vendors. Teachers escort the children to their activities at the end of class and parents or caregivers pick them up at the end of the hour. ***Registration materials for our first session will be available at your “Meet and Greet.”*** All classes are filled on a first come, first served basis. ACE Club begins on Monday, September 12<sup>th</sup>.

### **Club Macomb**

This new offering will be available to students ages three and older and will provide organized fun for our students from Noon – 2:15 p.m. on Friday afternoons. The program begins on Friday, September 16<sup>th</sup> and activities will vary. The Club Macomb enrollment form will be available at your preschool conference. Club Macomb begins on Friday, September 16<sup>th</sup>.

### **Soccer Stars**

The first eight week session will feature Coach Jodi Gittleson’s Soccer Stars. Coach Gittleson works with a soccer travel team throughout the year and coached soccer at Sidwell Friends camp this summer.

**We can’t wait to see you!**

# Washington Hebrew Congregation

## E-T ECC Fee and Payment Schedule 2011 - 2012



Washington Hebrew Congregation  
Early Childhood Centers & Primary School

| Program        | Tuition         |                 | Tuition Deposit Paid with Application*     | Additional Advance Tuition Payments | Total Tuition Deposits | Balance (billed Aug 1, 2009) |            | Payments of remaining balance |                    | Must be paid by:               |
|----------------|-----------------|-----------------|--------------------------------------------|-------------------------------------|------------------------|------------------------------|------------|-------------------------------|--------------------|--------------------------------|
|                | Member          | Non-Member      |                                            |                                     |                        | Member                       | Non-Member | Member                        | Non-Member         |                                |
| 2-Day          | <b>\$3,435</b>  | <b>\$3,990</b>  | \$300                                      | \$500                               | \$800                  | \$2,635                      | \$3,190    | \$1,581<br>\$1,054            | \$1,914<br>\$1,276 | July 31, 2011<br>Nov. 30, 2011 |
| 3-Day          | <b>\$4,390</b>  | <b>\$5,105</b>  | \$300                                      | \$500                               | \$800                  | \$3,590                      | \$4,305    | \$2,154<br>\$1,436            | \$2,583<br>\$1,722 | July 31, 2011<br>Nov. 30, 2011 |
| 5-Day          | <b>\$6,135</b>  | <b>\$7,130</b>  | \$300                                      | \$500                               | \$800                  | \$5,335                      | \$6,330    | \$3,201<br>\$2,134            | \$3,798<br>\$2,532 | July 31, 2011<br>Nov. 30, 2011 |
| Pre-K Full Day | <b>\$10,005</b> | <b>\$11,635</b> | \$300                                      | \$500                               | \$800                  | \$9,205                      | \$10,835   | \$5,523<br>\$3,682            | \$6,501<br>\$4,334 | July 31, 2011<br>Nov. 30, 2011 |
| Toddlers       | <b>\$435</b>    | <b>\$505</b>    | Pay tuition in full with registration form |                                     |                        |                              |            |                               |                    |                                |
| Mid-Year 2     | <b>\$1,690</b>  | <b>\$1,965</b>  | \$300                                      | \$0                                 | \$300                  | \$1,390                      | \$1,665    |                               |                    | Nov. 15, 2011                  |

\*In addition to this deposit, a \$55 ECC application fee was paid at time of registration. This amount was not applied towards tuition. Each registered **family** will also be charged a security fee: **\$175** (WHC members) or **\$245** (non-members).

Tuition is based on a 9 1/2 month school year (September through mid-June). If more than one child in the same family is registered, there is a five percent reduction in the tuition for each additional child(ren). This reduction will be reflected on your initial tuition bill from the Temple accounting office.

**All Temple and ECC financial obligations must be current before your child may enter school this coming school year.** To keep your account current, please make your payments according to this fee and payment schedule. Until your account is paid in full, you will continue to receive a monthly bill from the Temple. If you have any questions, please contact the school office at 202-895-6334.



August 8, 2011

Hello Parents,

We hope that you and your families are enjoying your summer, and are looking forward to the 2011- 2012 school year. The E-T ECC Parents' Committee is planning a lot of wonderful activities and events for the coming school year, and we hope you will join us for the fun.

For those of you new to our school, the E-T ECC Parents' Committee is an organized body of parent volunteers who work with our teachers and staff to raise funds to support our school in many ways. We also serve as a social network and set up opportunities for all parents and families to feel connected to their school community. We look forward to introducing family ice cream socials and happy hours this year so please look for more details in future updates.

This year we are raising funds to support two major initiatives: a "Learning Garden" and playground improvements.

Being involved with the E-T ECC Parents' Committee is a wonderful way to meet new friends and quickly gain a sense of your school community.

Since our parent community includes parents who work inside and outside the home, we have decided to hold only two Parents Committee meetings during the year and conduct the rest of our business via email. Our meetings this year will be right after drop off at on **Friday September 23rd at 9:00 am** and **Friday March 23rd at 9:00 am**. We will meet in the conference room next to the administrative office. Children are welcome and breakfast bites and coffee will be provided. We hope you will stop by to hear about our exciting plans for the upcoming year and all the ways – big and small – you can get involved. Current information on committee happenings will also be provided every week through the school's online newsletter "Macomb Musings" so you can become involved at any point during the year.

Our two major events to raise money this year will be the Politics and Prose Book Fair in early November and the Nic-o-bolis Fundraiser in January. Throughout the year the Parents' Committee also supports other activities such as weekly challah delivery, Square One art projects, International Day, and the end-of-year Carnival.

We are looking forward to an exciting year with you. Please do not hesitate to contact us with any questions or to begin your involvement. We may be reached at [modhutt@gmail.com](mailto:modhutt@gmail.com) or [jerri.shandler@gmail.com](mailto:jerri.shandler@gmail.com)

Maria O'Donnell and Jerri Shandler  
Parents Committee Co-Chairs



Washington Hebrew Congregation  
Early Childhood Centers & Primary School

**Washington Hebrew Congregation's  
Afterschool at the E-T ECC  
3's Enrichment  
3 & 4's ACE Club  
Club Macomb on Friday for 3 & 4's**

**Beginning Monday, September 12, 2011**

Enrichment for 3's students: Noon – 2:15 pm

Monday – Drama  
Tuesday – Science Explorers  
Wednesday – Kids in Motion  
Thursday – Spanish



ACE Club for 3 & 4's students: 2:15 – 3:15pm  
(Session 1)

Monday – Sports with Coach Doug  
Tuesday – Spanish  
Wednesday – Cooking  
Thursday – Passport Around the World



Club Macomb for 3 & 4's students: Noon – 2:15 pm

Friday – Soccer Stars with Coach Jodie Gittleson



Registration forms for afterschool programming will be sent to you the week of August 23<sup>rd</sup> via e-mail  
You can mail your registration forms in to school or turn them in to the office no later than September 9th



## A Message from the WHC Membership Committee

To our "Young" and Non-member ECC Families:

We are so pleased that you have chosen to send your children to one of our Early Childhood Centers! We know it will be a magical year, filled with fun and learning. For those of you who are not currently members of Washington Hebrew Congregation, we also want to welcome you to our WHC community. We are thrilled to have you in our wider WHC family and want to do everything we can to make you feel at home here.

We hope that in the months and years to come you will consider becoming Fair Share members of WHC and wanted to give you a few facts about membership. While the ECCs at both the Julia Bindeman Suburban Center and Macomb Street and Primary School at JBSC are truly the "shining stars" of WHC -- to borrow an ECC class name -- the Early Childhood program is only the beginning of what WHC has to offer.

I know, personally, what all WHC has to offer. As a young couple, my husband and I joined the Temple and have grown with each lifecycle step we've taken. We have celebrated Brit and baby namings with the Rabbis, sent our three children through the ECC program and religious school, attended joyous holiday and Shabbat services, and participated in Temple's many community service programs. WHC is truly a warm and welcoming spiritual home and community for our family, and we are confident it could be the same for yours.

As a practical matter, membership may be a sensible economic choice. Temple members receive a 14% discount on tuition at both ECC programs. For example, members save more than \$1,500 in tuition on the full-day 4s program at Macomb and more than \$600 on the 3-day program at JBSC. Enrichment fees are also lower for members and priority registration is given to members for the most popular programs.

As you may know, WHC's standard membership is based on a Fair Share system in which members make an annual contribution to the Temple based on their total family income. Because we know that becoming a Fair Share Temple member may represent a considerable financial commitment, we have developed a program specifically designed to reduce the burden on our young ECC families. Once you identify the proper Fair Share level based on your income, you have four years in which to begin paying the full amount.

If you would like more information about membership or have any other questions, please contact me, [nellshapiro@aol.com](mailto:nellshapiro@aol.com) or (301) 652-7529, or WHC Membership Services Manager Lindsay Fry, [lfry@whctemple.org](mailto:lfry@whctemple.org) (202) 895-6321. A representative from WHC's Membership will also be at the "Meet Your Teacher" appointments at both ECC locations in September and will be happy to answer your questions then.

Again, welcome to ECC and Washington Hebrew Congregation. We look forward to a wonderful year growing and learning with your family.

Warmly,

*Nell*

Nell Shapiro  
WHC Board Member and Secretary

# Celebrate the High Holidays with Washington Hebrew Congregation



Welcome to our WHC family! We hope our non-Temple member ECC families will consider getting to know us a little better and join us at Temple for preschool or family services on Rosh Hashanah and Yom Kippur.

## When are our services?

- On Erev Rosh Hashanah, Wednesday, September 28, we will hold a family/preschool service at 7:00 pm
- On Rosh Hashanah day, Thursday, September 29 we will offer several options:
  - Preschool services at 9:30 am and 11:00 am
  - Family service at 2:00 pm
- On Kol Nidre, Friday, October 7, we will hold a family/preschool service at 7:00 pm
- On Yom Kippur, Saturday, October 8, our options include:
  - Preschool services at 9:30 am and 11:00 am
  - Family service at 2:00 pm

## Which service might be right for your family? Below is some information to help you choose.

- Preschool services last 35 minutes and are designed for our littlest congregants and their parents. They include guitar music, singing and storytelling to teach about the High Holy Days and the importance of celebrating as a community. Our rabbis and Religious School Music Director, Audrey Katz, lead these abbreviated services.
- Family services are geared toward K-6<sup>th</sup> grade students and their families. They build on the foundation created by our preschool services, and recognizing the importance of intergenerational worship, these services encourage families to share sacred space. Using High Holy Day prayer books created specifically for elementary school-aged children and their families, services are led by our clergy, Audrey Katz, and our 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> grade students.

## We hope you will choose to join us.

Please contact Nell Shapiro, [nellshapiro@aol.com](mailto:nellshapiro@aol.com) with any questions and to reserve your tickets.



## **A program designed exclusively for non-Jewish moms raising Jewish children**

**The Interfaith Committee of Washington Hebrew Congregation is happy to announce that our popular *Mothers Circle* program will be repeated this fall as a three-session evening course.**

**The course will introduce Jewish practices and ethics in an environment that provides an opportunity to ask questions and have them answered by knowledgeable facilitators. It is a supportive atmosphere with no pressure to convert.**

**We completed our first Mothers Circle program last May, and it was a very rewarding and educational experience for all the participants. Here are some of their testimonials:**

*"The class gave me some good ideas on ways to make a more Jewish home for our family, but probably more importantly, it showed me that there are a lot of women in my community who face the same issues and complexities of raising children in a faith other than their own."*

*"This was a wonderful program that combined instruction on Jewish traditions with emotional support for non-Jewish mothers raising Jewish children."*

*"I had a wonderful time in Mothers Circle this year; in addition to getting to know everyone in class and receiving wonderful advice, it helped make participating at the Temple less intimidating."*

**Classes are forming for one evening a month this fall at Temple; the day of the week will be determined by participants and facilitators.**

This program is open free of charge to both Temple members and non-members.

**For more information, please email Pam Bass,  
whcmotherscircle@gmail.com.**

*The Mothers Circle is sponsored by WHC Sisterhood and the Interfaith Committee and is in association with the Jewish Outreach Institute.*