



# **HAMPSHIRE COOPERATIVE NURSERY SCHOOL**

**Learning and Growing Through Art, Music and Play Since 1963**

## **REGISTRATION INFORMATION**

**2010-2011 SCHOOL YEAR**

**DIRECTOR: LINDA SHEMANSKE**

<b>TEACHERS:</b>	<b>MEG O'LEARY</b>	<b>4-DAY CLASS</b>
	<b>SANDY BAILEY/GILL BILLO</b>	<b>3-DAY CLASS</b>
	<b>KELLEY BUCCIERRO</b>	<b>2-DAY CLASS</b>
	<b>NANCY MENTON After School Enrichment Program</b>	

**LOCATION: 104 LYME RD  
HANOVER, NH 03755  
TEL: (603) 643-4640  
[www.HampshireCooperative.org](http://www.HampshireCooperative.org)**

## **ABOUT THE HAMPSHIRE CO-OP**

Our school was founded 45 years ago to provide a cooperative nursery school for the towns of the Upper Valley. We offer morning programs for children 2.9 to 5 years old. We are fully certified in the state of New Hampshire and are one of the few preschools in the Upper Valley accredited by the National Academy of Early Childhood Programs.

Parents and guardians in a cooperative school participate more fully in their child's first school experience than is frequently allowed. The degree of involvement can range from restrained to heroic, depending upon time and interest. Our main requirement is that one of the parents (or another adult member of the household) be present in the classroom several times each semester. This ranges from 6-7 times a year for the 2-day class to 11-12 times a year for the 4-day class. We ask that parents help the classroom teacher, observe and enjoy the children, provide snacks, and share the adventures of the school day. Each family must also serve on one of our committees, and participate in fundraising events.

For parents who cannot attend all helping parent days, we also offer a buy-out option at a higher tuition rate. In certain situations where the helping parent days may be difficult or overwhelming (i.e., families with twins or newborns), we offer a buy-out option at a higher tuition rate. If you would like more information about this option, please talk to the director.

## **PROGRAM**

The school day begins at 8:30 AM and ends at 11:30 AM. Each class includes:

A generous amount of time in which each child is encouraged to choose activities, explore, discover, touch, create, pretend and relate to others.

Clean-up time when all pitch in and several have specific jobs to do.

A group time which focuses on music and movement, conversation, stories, and problem solving.

Snack time in which the children taste a wide variety of foods. Snacks are provided by the helping parent; some of the snacks are prepared by the children.

Time for gross motor activities outdoors, or indoors when the weather is bad.

All activities are planned by the classroom teacher to stimulate social, emotional, intellectual and physical growth in your child. The program is greatly enriched by the participation of parents with varied interests.

### **CLASSES**

The 2-day class has 10 children. The 3 and 4-day classes each have 13 children. Each class has an age span of approximately one year. Each child is expected to be potty trained prior to the start of school.

The 2-day class (Tuesday, Friday) is for children who are 3 by December 31, 2010. Children turning 3 in Jan. or Feb. 2011 will be accepted on a case-by-case basis.

The 3-day class (Monday, Wednesday, Thursday) is for children who are 3 by June 30, 2010.

The 4-day class (Monday, Tuesday, Wednesday, Thursday) is for children who are age-appropriate for kindergarten in their school districts the following year.

### **DO YOU NEED A LONGER DAY?**

Two optional programs are available for an extra fee. Spaces are limited and minimum registration is necessary. Sign-up is in August for the fall semester and in December for the spring semester.

**Lunch Program:** supervised by an adult from 11:30 to 12:30, Monday through Thursday. Children bring their own lunches. There is time for a story and for play.

**After School Enrichment Program:** The After School Program is a combination of preschool and Kindergarten children looking for a longer day. It meets Monday - Thursday from 11:15 - 2:30 for Kindergarteners and 11:30-2:30 for preschoolers. (The After School Program is not run as a cooperative). The program includes playground time, lunch (provided by the child), story time and related creative projects and free-play. Kindergarteners take the bus from the Ray School to HCNS and are met in the parking lot by Nancy Menton, our After School teacher.

### **INQUIRIES**

Inquiries may be made through the registrar, Lara Dwyer at [larafdwyer@gmail.com](mailto:larafdwyer@gmail.com) or (603-795-4306), or Linda at the school (603-643-4640). Parents are welcome to observe our classes. We will be happy to answer any questions about our programs.

## **STAFF**

**Linda Shemanske**, our **director** since 1995, received her B.S. in Education from SUNY at Potsdam and is a graduate of Nazareth College with an M.S. in Education. Her experience includes past HCNS parent and president of the HCNS board, 9 years teaching the 3-day class (1986 - 1995), one year teaching the 2-day class at HCNS (2000-2001) and 11 years of teaching Sunday School. Linda is a volunteer and board member for *Good Beginnings*, an organization that helps families with new babies.

**Meg O'Leary** is rejoining us as our **4-day teacher**. Meg was part of HCNS for three years from 2005 to 2008, teaching the 4-day class, and taught the 2-day class for the 2009-10 school year. She has also helped out with the After-K program, teaching the summer program, and working on our NAEYC re-accreditation. She received her BS in elementary education/special education from St. Joseph College in West Hartford, CT, and her Master's degree in early childhood education from the University of Phoenix in 2007. Before joining the HCNS staff in 2005, Meg was a respite-care provider for children with special needs, worked at the Ray School as a preschool/elementary special educator, and taught preschool in Massachusetts. She grew up in Korea and speaks Korean fluently. Meg lives in Etna with her husband, and they have three grown children.

**Sandy Bailey**, our **3-day co-teacher**, has been involved at HCNS since 2002. She has been a helping parent at the school for both of her sons, a soccer coach, a lunch leader, and a classroom rep. Most recently Sandy worked as a classroom assistant in both the Preschool Program and After School Enrichment Program and lunch leader. She graduated from William Woods University with a BS in both Equestrian Science and Business Administration. She has completed twenty hours towards her Masters in Early Childhood Education at the University of Edmond, Oklahoma. She loves animals, being active with her family, gardening, and baking.

**Gill Billo**, our **3-day coTeacher** and began teaching our 2- and 3-day classes in 2002. She received her teaching diploma from the University of Bristol, England. She taught for several years in England and Italy. Gill was a teacher for a cooperative school in Bethesda, Maryland prior to her move to Hanover. She has taught at the Ray School as a special assistant until there was an opening at the Hampshire Cooperative Nursery school. Gill has a love of literature, is conversant in French, German and Italian. Gill has three grown children, who demonstrate the warmth and kindness that she so carefully teaches during her classes. When not at school, she volunteers with *Good Beginnings* and loves to play tennis.

**Nancy Menton** has been our **After School/Enrichment Program teacher** since 2003. She has a B.S. in Art Education from Plymouth State University and an MBA from Southern New Hampshire University. Nancy's experiences include teaching and substitute teaching in Art from the pre-school to the 12<sup>th</sup> grade level and 20 years in corporate education. She also spent several years as a helping parent and board member while her children attended HCNS. Nancy and her family love all the outdoor activities the Upper Valley offers.

**Kelley Bucciero**, is joining us as the **2-day teacher**. She has been privileged with years of experience in early childhood and special education. Kelley originally received her Associates degree in nursery education ,Canton ,NY, BS from Geneseo State and MA in special education, Hood College. She has participated in school and home based settings in conjunction with various clinicians and provided training and consultation in day care settings to integrate children with challenges. Since moving to the upper valley 7 years ago, Kelley has worked as an assistant teacher at the Lyme Nursery School, and the Beginnings Preschool, for the Lebanon School District. She has just completed 2 years as a preschool teacher for the Piermont Adventure Preschool. Kelley and her husband Dave, have two teenage girls. She enjoys music, reading, the outdoors, animals and volunteering.

## **APPLICATIONS**

Applications for the 2010-2011 school year **must be mailed to the Registrar, Lara Dwyer**, and received on or before February 5, 2010 at which time they will be reviewed (see cover letter). First choice will be given to in-house families followed by alumni families and siblings of currently enrolled families. For non-alumni, if there are more applicants than available slots, students will be chosen by lottery. A non-refundable \$25 application fee must accompany the application.

Upon your acceptance of a position in one of our classes, we require a non-refundable payment of \$200, which will be deducted from your overall tuition. A check, made out to HCNS, should be sent by mail to the registrar and must be postmarked no later than **February 20, 2010**. **Balance for one full quarter's tuition must be paid in full by July 1, 2010.**

If our program fills and your child cannot be enrolled, your child will be placed on a waiting list unless you request otherwise.

## **TUITION**

Tuition for the 2010-2011 school year will be finalized in the spring. Below you will find listed our tuition for the current academic year. Tuition will increase around 5% for the following school year. If your child is enrolled for 2010-2011, you will be able to vote on the new budget, including next year's tuition. Tuition can be paid quarterly, semi-annually, or annually.

2-day class-	\$1,369.00
3-day class-	\$2,063.00
4-day class-	\$2,739.00

**Parents/guardians are responsible for a full year's tuition unless the registrar is notified in writing before June 30, 2010 that their child will not be attending HCNS the coming year.** Each family is responsible for the full year's tuition unless the parents and the child's teacher agree that the program did not meet the child's needs.

**Please note that the \$25 registration fee and \$200 deposit payment are non-refundable.**

Please notify:

Hampshire Cooperative Nursery School  
104 Lyme Road  
Hanover, NH 03755

If you are interested applying for **tuition assistance**, please contact our director, Linda Shemanske, at (603-643-4640). Policy and Forms available on our website: [HampshireCooperative.org](http://HampshireCooperative.org).

**KEY DATES FOR PAYMENTS**

January 22 Application and non-refundable \$25 fee for **currently enrolled students**

January 25 Application and non-refundable \$25 fee for **siblings or alumni family**

January 29 Application and non-refundable \$25 fee for **new students**

February 12 \$200 non-refundable tuition payment to reserve class position

June 30 Last day to withdraw without being liable for full year's tuition.

July 1 First quarter tuition payment due.

The Hampshire Cooperative Nursery School does not discriminate on the basis of race, gender, color, handicapping condition, or national or ethnic origin in regard to applicants or staff.

**HAMPSHIRE COOPERATIVE NURSERY SCHOOL  
APPLICATION FOR ENROLLMENT  
2010 - 2011**

Child's Name \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_

Date of Birth \_\_\_\_\_

Parent or Guardian's Name \_\_\_\_\_

Street Address \_\_\_\_\_

\_\_\_\_\_

Mailing Address (If different) \_\_\_\_\_

\_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

E-mail Address \_\_\_\_\_

PROGRAM ENROLLMENT - I AM REGISTERING MY CHILD FOR (indicate 1<sup>st</sup> and 2<sup>nd</sup> choice)

\_\_\_\_\_ 2-DAY CLASS \_\_\_\_\_ 3-DAY CLASS \_\_\_\_\_ 4-DAY CLASS

If not able to be registered due to lack of space, your child's name will be put on a waiting list for that class. If you would like to be on a waiting list for one of the other classes, please indicate which class: \_\_\_\_\_.

CHILD WE ARE REGISTERING IS:

Currently enrolled in HCNS \_\_\_YES \_\_\_NO

Alumni Family \_\_\_YES \_\_\_NO

New Family \_\_\_YES \_\_\_NO

How did you hear about our school? \_\_\_\_\_

**Family Responsibilities:**

I/We understand the following:

- 1) This is a cooperative nursery school in which parents participate in the classroom regularly. As helping parent, I will be in the classroom from 8:15 AM to 12:00 PM on a rotating basis, unless I choose the buy-out option.
  
- 2) I am familiar with the tuition requirements and with the enrollment procedures outlined in this application. Enclosed is the \$25 application fee. If I accept a position in the class, a \$200 non-refundable tuition payment will be due to the registrar by mail, postmarked no later than **February 20, 2010**, to hold that class space for my child. **I understand that the \$25 application fee and the \$200 tuition payment are non-refundable. I also understand that I am responsible for a full year's tuition unless I notify the registrar in writing, before June 30, 2010,** that my child will not be enrolled in the school for the coming year. If I withdraw after June 30, I will be responsible for payments on a quarterly basis until my child's position in the school is filled by another child.
  
- 3) I will serve on a school committee. I will participate in school fundraising events.

**LIABILITY:**

I/We understand that I/we are joining a cooperative and have a shared responsibility for our children's safety and well-being. Sharing my/our concerns with the staff and/or Board is my/our responsibility to insure a good, safe environment for all. I/We, the undersigned, our legal representatives, heirs and assigns, hereby release, waive, and discharge the staff and/or Board of the Hampshire Cooperative Nursery School, its agents, servants, or employees from all liability or any and all loss or damage, and any claims, except gross negligence, resulting therefrom on account of injury to myself or my children, whether caused by negligence or otherwise.

\_\_\_\_\_  
Parent or Guardian's Signature

\_\_\_\_\_  
Date

Checks should be made payable to: Hampshire Cooperative Nursery School

Applications and fees should be sent to:                   Lara Dwyer  
  216 Orford Rd  
  Lyme, NH 03768