



Pflugerville Independent School District

PEGASUS

Parent Agreement 2022 - 2023

Pegasus is a collaborative child care/instructional program for children of PFISD staff, family members, substitutes and Aramark employees and children in the Early Childhood Special Education Program.

Purpose

The purpose of the Pegasus Program is to provide onsite preschool for children of district staff members, their family members, substitutes, or Aramark employees while also providing preschoolers with disabilities an instructional setting in which they have the opportunity to interact with typically developing peers. The role of the child of the district employee is one of a positive peer role model for the children identified with special needs. This classroom model is beneficial to both the role models and the children with special needs. Both are provided with quality pre-school instruction.

General Description

The Pegasus Program consists of a maximum of 10 role models in preschool together with children who have been identified through the Early Childhood Program for Children with Disabilities as needing special education services.

- The program is staffed by a certified Early Childhood Special Education teacher and educational associates.
- PFISD offers the Pegasus Program in both English and Spanish settings.
- **Enrollment in a Dual Language class does not guarantee placement in a Dual Language classroom in Kindergarten.** The Pegasus and Dual Language programs are separate programs. Parents interested in Dual Language classrooms need to follow the procedures and guidelines in place for enrollment in the Dual Language program.

Pegasus Philosophy

Children in the Pegasus classroom learn through developmentally appropriate activities and play. A literacy-rich environment and positive interactions with peers and adults facilitate language enrichment, social skills, emotional intelligence, self-help skills, pre-reading skills, and cognitive skills. Pegasus utilizes a variety of research based curricula. In the Pegasus classroom, teachers strive to differentiate instruction so that all children achieve at their individual level.

The Pegasus classrooms follow the curriculum maps that have been written for the Pre – Kindergarten classrooms.

- The Frog Street curriculum is a resource that guides instruction. Frog Street is integrated across

content areas and uses thematic units that are literacy rich.

- “Handwriting Without Tears” writing curriculum is used to teach legible and fluent handwriting for four year old students.
- Both Estrellitas and “Canciones Y Cuentos” are additional resources used in the Dual Language Early Childhood Classroom. This curriculum is geared towards building Phonological Awareness in Spanish for young learners.
- Science is an integral part of the Preschooler’s day. Science lends itself to the hands on experiences that benefit the young child.
- Dr. Becky Bailey’s work in the area of Classroom Behavior Management structures the Pegasus classroom by providing routines and rituals that create a safe place for the children as well as adults in the classroom. The strategies utilized in the Conscious Discipline Program facilitate skills such as self–calm, emotional control, sharing, and a sense of “school family.” Conscious Discipline is a positive approach to classroom behavior management.
- Second Step Social-Emotional Curriculum is utilized to supplement Conscious Discipline in the Pegasus classroom.
- One goal of the Pegasus program is to introduce concepts and vocabulary in a culturally responsive manner. Classroom activities infuse literature into multisensory instruction.

Enrollment Requirements

- In order to be eligible to use the Pegasus program, the parent must be a PFISD employee, substitute, Aramark employee or a relative of a PFISD employee.
- Upon separation from the school district the parent/**family member** must find a replacement childcare facility outside of the Pegasus program. Dismissal from Pegasus will take effect on the last day of parent/family member employment with the district.
- Child **must** be 3 or 4 years of age by September 1, 2022. For children who turn three after September 1, 2022, a child may register and begin on their third birthday up until November 1, 2022. After November 1, 2022, it will be considered on a case by case basis.
 - If a child is a returning student that turns 5 by September 1, the Pegasus Advisory Board can consider continued eligibility in the Pegasus program.
- Child **must** be toilet trained. The child must not exhibit excessive self-help needs and will need to be successful in a 1:10 ratio. PfISD defines toilet trained as wearing underwear (not pull ups) and is able to independently complete all steps in the restroom (requesting to use the restroom, wiping, dressing, etc.). We do, however, understand an occasional accident.
 - A conference between the teacher and parents of a child that continues to have excessive accidents during the first 3 weeks of school will be scheduled. At the conference a plan of action between parents and school staff will be created. Continued incontinence is grounds for dismissal in the Pegasus program. Please consider this issue carefully as we do not want to disappoint a child or a PfISD employee in the event we need to dismiss a student due to excessive accidents.
- Child must not display any consistent disruptive behaviors that would interfere with the classroom rules and procedures or excessive self-help needs, such as long-term potty training, and must be able to function in the program with the 1:10 preschool teacher-child ratio.
 - In the event that troublesome behaviors persist, each campus will follow the Pegasus classroom behavior guidelines outlined below.
 - In the event that excessive self-help needs persist, each campus will follow the Pegasus guidelines outlined below.

Behavior

Expected behavior on the part of each child is essential to the success of the Pegasus classroom. The Pegasus program will follow the District's student code of conduct with respect to defining and categorizing infractions. Further, the Pegasus program will follow the campus' defined discipline policies to the extent that are age appropriate for 3 and 4 year olds.

Discipline must be:

1. Individualized and consistent to the child.
2. Appropriate to the child's level of understanding.
3. Directed toward teaching the child acceptable behavior and self-control.

In the early childhood preschool class, we expect occasional "typical" 3 and 4 year old behaviors. However, our expectation is that we have a **safe**, nurturing learning environment. Parents will be notified of any discipline issues with their children and will be advised of consequences that may result if the behavior is ongoing. In the event that a child has ongoing behaviors that are unsafe or significantly disruptive to the learning environment, the following steps will be taken.

1. The teacher will consult with the parents.
2. If the behaviors do not improve, a meeting will occur with the campus administration, classroom staff, parents, and a special education coordinator. At this meeting a plan of action, including behavior strategies and interventions, will be developed to improve the behavior outcomes for each child.
3. If after 3 weeks of implemented intervention strategies, behavior does not improve, campus staff and the Pegasus Advisory Board will meet to review the data and may recommend dismissal from the program.
4. In the event of extremely unsafe or disruptive behavior, the campus principal may recommend that the Pegasus Advisory Board convene to review the situation. A recommendation to have the child removed from the program may occur without implementing intervention strategies.
5. If a child is removed from the program, the Pegasus Advisory Board will determine if it is an immediate removal from the program or if a timeline can be implemented.

Excessive Self-Help Needs

Excessive self-help needs include long-term toilet training and requiring additional adult support that is outside the ratio of 1:10. In the event that this occurs, the following guidelines will be followed:

1. The teacher will consult with the parents.
2. If the child's independent skills do not improve, a meeting will occur with the campus administration, classroom staff, parents, and a special education coordinator. At this meeting a plan of action will be developed to improve the desired outcomes for the child.
3. If after 3 weeks of implementing the plan the independent skill level does not improve, campus staff and the Pegasus Advisory Board will convene to review the data and may recommend dismissal from the program.
4. In the event that a child is requiring intensive adult support, the campus principal may recommend that the Pegasus Advisory Board convene to review the situation. A recommendation to have the child removed from the program may occur without implementing

a plan of action.

5. If a child is removed from the program, the Pegasus Advisory Board will determine if it is an immediate removal from the program or if a timeline can be implemented.

Child Find

If parents, teachers, and/or staff suspect a possible disability in a role model in the Pegasus Program, the following policy applies:

- **For a student who lives within the PfISD attendance boundaries**, parents may initiate the Child Find process by contacting the Pegasus teacher where the child is enrolled for Pegasus. This contact starts the process for a possible disability in the area of concern. If a Full Individual Evaluation (FIE) is completed, the parents will be notified as to whether the student meets criteria as a student with a disability. An Admission, Review, and Dismissal (ARD) meeting will then be held to determine whether the student is eligible for services. If the student is eligible for services, a meeting will occur with the campus teacher, campus administrator, special education coordinator, and parent to determine if continuation in the Pegasus program is appropriate.
- **For a student who lives outside of the PfISD attendance boundary**, parents may initiate the Child Find process in the school district where the student resides (home ISD). If a Full and Individual Evaluation (FIE) is completed, an Admission, Review, and Dismissal (ARD) meeting will then be held at the home ISD to determine whether the student is eligible for services. If the student is eligible for services, the parents may pursue these Special Education services by:
 - Contacting the Early Childhood Special Education Coordinator and classroom teacher.
 - A meeting will occur with the campus teacher, campus administrator, special education coordinator, and parent to determine if continuation in the Pegasus program is appropriate and/or if special education services can be provided to the student in PFISD.
- **Students who are enrolled in Pegasus and also receive special education services** must meet the *eligibility criteria outlined in this Parent Agreement while serving as a role model*. Each case will be reviewed on an individual basis. A reduction in the cost of the program might be considered.

Enrollment Selection Criteria

Pegasus selections are made without regard to race, creed, color, ethnicity, religion, language or country of national origin. Selection for enrollment into a campus Pegasus classroom is determined in the following order:

- Children who are currently enrolled in the Pegasus program will have a place at their current campus. In the event that the current Pegasus classroom will not continue, the parent will be provided with their first choice of another program as long as space is available.
- In the event we have more applications than spots, the following steps will be used:
 1. Children of employees on the campus are placed first.

2. Children of itinerants and staff that work (middle or high school) or live within the attendance zone.
3. Children of any Pflugerville ISD employee.
4. Children of substitutes and Aramark employees.
5. Children of relatives.

If more parents request services than space allows and the enrollment criteria has been followed, selection will be on a lottery basis.

Waiting Lists

If a child is unable to be placed at a certain location due to enrollment selection criteria, or the class is full, the child can be placed on a waiting list. In the event that a seat opens up during the school year, the family will be contacted to see if they are still interested. If the first child on the waiting list is no longer interested, we will move to the next name, etc. Being on a waiting list is only good for the current school year and does not apply to a seat for the following school year. The family will need to reapply for the seat for the following school year and selection criteria will be followed.

Enrollment Information

- Prior to the child's enrollment, this Pegasus Agreement will be signed each year by the special education coordinator and parent. New to program parents must attend a **mandatory** Orientation held in the spring. Those enrolling after the Orientation is held will be required to view the video recording.
- Parents must make a one-time **non-refundable** deposit of one month's tuition at the time of Orientation. This deposit will be used as the first month's tuition. Should the parents choose not to enroll the child, or subsequently to withdraw their child from the program, the deposit is **non-refundable** and will be used to defray Pegasus costs.
 - The deposit can be paid online through the PFISD webstore or by filling out a June payroll deduction form to have it deducted from the employee's June 2021 paycheck.
- Pegasus classrooms not meeting the required enrollment of ten role models will be reviewed by the District to ensure the most inclusive opportunities for children with disabilities. Options the District may choose to implement to resolve the issue of lack of enrollment may include:
 - Recruitment of additional children from eligible families.
 - Placement of additional students who are eligible under IDEA into the classroom.
 - Consider moving role models from a campus with low enrollment to another class.
- Upon enrollment, parents shall complete the registration process at their Pegasus campus. If the registration process is not completed by the first day of school, the seat may be given to another child.
 - Registration documents include a birth certificate, shot records and campus paperwork.

Tuition

- Tuition is based on a total payment of \$6,250.00 for the school year.
 - In the event your child attends for a shortened day, we are not able to prorate the cost of the program. The monthly payment is paying for the actual slot in the Pegasus classroom.
- Tuition is paid in 10 equal payments of \$625.00 which consist of the following:
 - The first payment is due upon acceptance into the program and serves as the **non-refundable deposit of \$625.00.**

If a parent needs to have a child care dependent form signed to receive reimbursement, the campus administrator will be responsible for signing the form. The parent is responsible for providing the form in a timely manner. The classroom teacher will verify the child's attendance.

Class Hours

Preschool is provided every day that teachers are required to report to work, including professional development and teacher work days. A substitute will be hired on required professional development days to supervise the staff children so that the preschool teacher can attend training with the Pegasus team.

- o Children may be brought to school no earlier than **7:00 a.m.** and must be picked up by a designated adult no later than **5:15 p.m.** Pegasus established hours are consistent among Pegasus campuses.
- o Pegasus established hours will be strictly followed.
- o **A late penalty of \$1.00 for every minute after 5:15 p.m. will be charged.** Parents picking up their child after 5:15 will be sent a bill for the "over time." Checks made out to PfISD (please include in the memo section: Pegasus program/over time) should be sent to Julie Schwarz, SpED Admin.
- o Consistent failure to pick up on time will result in a referral to the Pegasus Advisory Board for possible dismissal from the program. Parents who do not comply with late fee penalty payment practice face possible dismissal from the Pegasus program.
- Parents must sign their children in and out each day. Please also include the time in and time out for our records.
- Parents are strongly encouraged to have their child at school by 7:35 each day. Children showing up late is a disruption to the class. Please take this into consideration prior to placing your child in the Pegasus program. Breakfast is served upon arrival, and late comers impact breakfast, morning announcements and opening group activities.
- Please note that, during any district required Professional Development or workdays, parents are asked to bring their children no earlier than **7:30** and to pick up no later than **5:15**. This should provide both elementary and secondary staff sufficient time for arrival and dismissal from each individual campus. This is a professional courtesy extended towards the Pegasus staff based on the fact that most employees have a slightly later start for their day during this week. Regular school hours begin on PfISD's official first student start date.
- On "early staff dismissal days" (day before winter break, and the day before summer break) please be mindful and respectful of the Pegasus staff related to child pick up.
- In the event of an "inclement weather day" Pegasus programs will follow the PfISD start time. For example, if employees are to report to work two hours late, role models will begin their day two hours later than the typical 7:00 a.m start date. Likewise, if the school district has called for an early release, the expectation is that role models will be picked up as soon as the parent can leave his/her school.

Siblings

Only children enrolled in the Pegasus Program are allowed in the classroom. Siblings may not come into the classroom without a parent at any time, including before and after school, on professional development days, and teacher work days. Elementary aged siblings cannot sign in or sign out Pegasus students. Enrollment in Pegasus does not guarantee a school transfer for a sibling.

Parent Visits to the Pegasus Classroom

Parents are asked to honor the Pegasus classroom routines and to visit the Pegasus classroom respectfully and not excessively. The Principal reserves the right to limit visits if visits become too frequent, are disruptive or result in the parent requesting class coverage for her own classroom in order to make visits to Pegasus.

Daily Activities

- From 7:35 to 1:35, children in the Pegasus Program will be provided with small and large group activities designed to promote growth in all areas of early childhood development. These activities will be developed and cooperatively implemented by both the EC teacher and Educational Associates.
- Students will take a daily nap.
- Afternoon activities after 3:00 p.m are supervised by the Pegasus teacher with a 1:10 ratio.
- Parents are responsible for providing a lunch daily for their child or for purchasing a meal ticket from the school cafeteria. On professional development and teacher workdays, parents are required to send lunch for their child.
- In order to ensure a successful start to the day, it is expected that each child will arrive at the program in time for the first circle time of the day.

Snacks and Classroom Materials

- Nutritious snacks are provided daily and are covered under tuition costs.
- For children on special diets, parents are asked to provide a daily snack.
- Teachers will send home a school supply list. Parents will be asked to provide children with items for individual use such as a backpack, extra set of clothing, rest mat and blanket, notebook, folder and tissues.
- During the first week of school and on staff work or professional development days, the campus cafeteria will be closed. Please be prepared to send a sack lunch during the first week of school and on the days when the General Education Population are not attending school (PD and teacher workdays).
- Parents are asked to provide lunch daily or purchase a school lunch.

General Pegasus Concerns

Any concerns of the parent should initially be addressed to the Pegasus classroom teacher. If concerns persist, the Pegasus teacher and the parent will consult with a campus administrator. The special education coordinator will assist as needed.

Emergency Related School Closures

In the event of a school shut down due to an emergency, such as Covid 19, the following will be implemented:

- In the event the district is providing in person instruction as well as a virtual learning option, the family may continue to pay tuition to participate in virtual learning. The family may return in person at any time as approved by the district (i.e. each nine weeks).

- In the event the district is providing virtual instruction to all learners, the role model may participate in virtual instruction if the family continues to pay tuition.
- If the family chooses to not send their child back in person or to participate in virtual learning, (i.e. not paying tuition), the seat will not be held and the family will need to contact the Early Childhood Special Education Coordinator to reapply if they decide to return to in person instruction. A seat may or may not be available at the initial campus.
- In the event that a student is placed in quarantine, the family will have the option to continue paying full tuition and participate in virtual learning OR the family may select to not participate in virtual learning and pay a prorated amount for the month.
- In the event of a classroom closure, and virtual instruction is not offered, the family will continue to pay full tuition.

District Pegasus Board

A district-level Pegasus Advisory Board consists of members including a campus administrator, program coordinator, early childhood teachers, and a Pegasus parent. Board responsibilities include (but are not limited to):

- suggesting proposed policy for all Pegasus programs in the district,
- handling any disputes referred by a Campus Pegasus Program,
- determining selection of students for Pegasus classrooms,
- reviewing policy appeals or recommended dismissals from the program.