



KiPS

(Kindergarten Prep School)



What is KiPS? – KiPS is a “jumpstart” into kindergarten program presented by the Jay County Public Library. This program will help boost your child’s kindergarten readiness as they start school in the fall. The program will be led by Jay Schools teachers, community volunteers, and JCPL staff.

If your child participates in this program, he/she is expected to be at all 7 sessions of KiPS. We understand vacations and illness, but otherwise your child is expected to be present. Please call the library anytime that your child will be absent. If you decide, after returning the registration form, that your child will not attend KiPS, please call the library to let us know.

How much does KiPS cost? – Thanks to funding from The Portland Foundation, Jay Schools, and JCPL, this program is free for all incoming Kindergartners who will be attending any school in Jay County.

Who can attend KiPS? Any child who is eligible for kindergarten and who will be attending any school in Jay County in 2026-27 can register. If your child is repeating kindergarten, this program is not suitable as it is a kindergarten *preparation* program, not a remediation program.

When is KiPS?

Day: **EVERY Wednesday**

Time: 9:00 am to 12:00 noon

Where: Jay County Public Library, 315 N. Ship St., Portland

When: Starts **Wednesday, June 3**; last day will be **Wednesday, July 15**

How do I get my child to KiPS?

You may bring your child to the library, and our staff will meet your child at the curb and escort them into the building. If no one is available to bring your child to the library, transportation may be provided. Jay Schools may provide bus transportation and will contact you directly to arrange pick up times if you need their service. **Please indicate your needs on your child’s registration form.** For bus questions, contact Mitch Corwin Transportation Director, mcorwin@jayschools.k12.in.us or bus garage: 260-726-9605.

Registration for KiPS

Please fill out the KiPS registration form. It can be turned in at the Jay Schools Administration Office, any elementary school, or the Jay County Public Library before **May 9, 2026**.

Please be sure to designate all adults who may be picking up your child.

Acceptance in KiPS

Typically all children who register for KiPS are welcome to come. Children with severe special needs may not be able to be accommodated; please call and discuss any concerns you might have before the first day. **See KiPS behavior expectations on the other side of this sheet.**

You will be mailed an entry packet for your child with first day directions and a map for drop-off near the end of May or early June. Transportation information will come from Jay Schools Transportation Department, usually by telephone, so please be sure your contact information stays current and your voice mail is set up.

For more information please contact: Shana Neuenschwander / Jay County Public Library
260-726-7890 / email at shanan@jaycpl.lib.in.us



KiPS Behavior Expectations

In order to provide a positive learning environment for all children, we expect children to:

- Treat all students and staff with respect.
- Come with a positive attitude and be ready to participate in learning activities.
- Listen to instructions from teachers, sit upright, use quiet voices, and not disrupt the class setting.
- Keep their hands/bodies to themselves.
- Stay with their group leaders during class time and class rotation.
- Walk from one area to another.

Accommodations may be made for children who need fidget toys to learn or who need extra adult assistance. Please call the library at 260-726-7890 with questions about behavior expectations and any needs your child may have.

If a child does not meet these expectations, the following corrective action will be taken:

1. Verbal correction will be offered from a teacher, library staff, and/or volunteers.
2. If behavior continues and is disruptive, a conversation will be initiated with the parent/guardian to make them aware of the issues, and talk through options.
3. When a child has been given a chance to correct the behavior and a reasonable effort has been made to help them, a child may be dismissed from the program if their behavior is disruptive to the learning environment.

