Scheduling Norms

- F. L. Schlagle Library is unable to schedule programs on Mondays.
- Please schedule your program at least one month in advance.
- F. L. Schlagle Library can only accommodate your class once a semester, on site for two hours.
- F. L. Schlagle also offers outreach programs that can be utilized once a semester for one hour.
- F. L. Schlagle Library offers over 30 different programs. We are only able offer classes that are listed on this document.
- Each program needs to have at least ten students for F. L. Schlagle Library to schedule your class.
- F. L. Schlagle Library needs to know if any children have special accessibility needs IN ADVANCE.
Helpful Information

To Schedule a Program:
Call 913-295-8250x2 and ask to speak with our program scheduler and Branch Manager, Patrice Gonzalez. You may also email her at pgonzalez@kckpl.org. Please have the following information ready when you call:
• Program choice
• School name, address, and phone number
• Grade level and number of students
• Preferred date and time with alternates (in case first choice is not available)
• Any students with special needs
Note: To help ensure availability, please call to schedule your program at least one month prior to the date of your choice.

Prior to your program you will receive an email to confirm your field trip or outreach program. It will be through this email communication that we let you know of any additional information regarding your program.

Weather Accommodations Many of our programs involve outdoor time. If severe weather threatens, staff will be prepared with alternative indoor activities for your program.

Rescheduling of programs can be done pending calendar availability.

Cancellation of a Scheduled Program Should you need to cancel a program you have scheduled, please notify us within 48 hours of your program’s date. If the program must be cancelled due to inclement weather, park closing, or staff emergency, we will work diligently to reschedule your program at a later date.

Pre-visit Information:
Arriving on time is crucial for a successful program. Please arrive 10 minutes prior to the start of your program for line-up and group assembly.

Dressing for the weather is very important. Since the majority of our programs include an outdoor portion, students and adults should dress for the conditions. Everyone should wear shoes that completely enclose the foot. Please no flip-flops, or sandals.

Name Tags that can be easily read by the staff are encouraged for students and teachers.

Adult to Student Ratio A few programs may call for a 1:4 ratio. Please plan to bring extra adults to meet this requirement. We ask that attending adults directly assist with the program to enrich the children’s experience. We also ask that the adults answer questions only when called upon and remove themselves from the group if needing to converse with others or to use their phone.

Important Note to Educators and Parents:
Young children have an innate sense of wonder about the natural world that we, as adults, have the responsibility to nurture. We ask that you set aside any personal anxieties and biases regarding snakes, insects, and spiders before, during and after your visit. It is important to us that the children be able to make up their own minds about what is good or not-so-good about the natural world.

Cell phones Please be sure that all cell phones are silenced and safely stowed away prior to arrival.

Shelter Houses are great places to have lunch & let your students play. They can be reserved through the Wyandotte County Parks and Recreation office by calling 913-573-8327. Reservations are free for Wyandotte County schools. Shelter 2 is the most popular because it is next to the big playground near the Leavenworth Rd. entrance. Shelter 6 or the Beach shelter don’t have a playground, but are nearest the library.

Kansas State Standards and Benchmarks are met or exceeded in each program.

Student Behavior and Discipline:
All students are expected to behave as they would in the classroom. If we have a significant problem with one or more students, we reserve the right to have that (or those) child(ren) removed from the program. It is the responsibility of the teachers and adult chaperones to provide control of their group during the entire program. We reserve the right to ask students to leave if they are disrespectful of staff or volunteers or destructive to property or nature.

Program Flexibility:
We are capable of adapting most programs to fit other grade levels.

Transportation Assistance:
For schools within Wyandotte County, we are able to provide up to $100 per school, per semester, to assist with the cost of busing. Please ask if funding is still available for your school when scheduling a program. Reimbursement rates may vary depending on the type of field trip.
To ensure that each child has a meaningful hands-on experience at the library and to meet Kansas State Science Standards, we will break up large classes of students into smaller, manageable groups. If your group consists of more than 25 students, we will break them into two groups and typically have an indoor and outdoor component, in which every student will participate in both activities. On outreach, we typically visit each classroom individually.

<table>
<thead>
<tr>
<th>Program</th>
<th>Length</th>
<th>Max # Students</th>
<th>Grade Level</th>
<th>Available as Outreach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trees for Tots</td>
<td>1 hour</td>
<td>32</td>
<td>Pre-K</td>
<td>Yes</td>
</tr>
<tr>
<td>Rot n’ Roll</td>
<td>1 hour</td>
<td>32</td>
<td>Pre-K - 5th</td>
<td>No</td>
</tr>
<tr>
<td>My Senses Tell Me</td>
<td>1 or 2 hours</td>
<td>32 or 60</td>
<td>PreK - 5th</td>
<td>No</td>
</tr>
<tr>
<td>Incredible Journey</td>
<td>1 or 2 hours</td>
<td>32 or 60</td>
<td>PreK - 5th</td>
<td>No</td>
</tr>
<tr>
<td>Sun, Moon, Stars</td>
<td>1.5 hours</td>
<td>30</td>
<td>1st-3rd</td>
<td>No</td>
</tr>
<tr>
<td>Wild About Plants</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>PreK - 5th</td>
<td>Yes</td>
</tr>
<tr>
<td>Animal Tracks and Clues</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>PreK - 5th</td>
<td>No</td>
</tr>
<tr>
<td>Incredible Insects</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>PreK - 5th</td>
<td>No</td>
</tr>
<tr>
<td>Habitats</td>
<td>1 or 2 hours</td>
<td>75</td>
<td>PreK-5th</td>
<td>No</td>
</tr>
<tr>
<td>Amazing Adaptations</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>PreK - 5th</td>
<td>Yes</td>
</tr>
<tr>
<td>Birdy Bodies</td>
<td>1 or 2 hours</td>
<td>30</td>
<td>PreK</td>
<td>Yes</td>
</tr>
<tr>
<td>Fun-damental Physics</td>
<td>2 hours</td>
<td>50</td>
<td>3rd-5th</td>
<td>No</td>
</tr>
<tr>
<td>State Symbols of Kansas</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>Pre-K-5th</td>
<td>Yes</td>
</tr>
<tr>
<td>Sustainability—Refuse, Reduce, Reuse</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>PreK-5th</td>
<td>Yes</td>
</tr>
<tr>
<td>Fossilized in Time</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>3rd-5th</td>
<td>Yes</td>
</tr>
<tr>
<td>Mindfulness in Nature</td>
<td>1 hour</td>
<td>30</td>
<td>PreK-5th</td>
<td>No</td>
</tr>
<tr>
<td>“Rock-It” Science</td>
<td>2 hours</td>
<td>60</td>
<td>3rd-5th</td>
<td>No</td>
</tr>
<tr>
<td>Scaling the Solar System</td>
<td>1 or 2 hours</td>
<td>60</td>
<td>3rd-5th</td>
<td>No</td>
</tr>
<tr>
<td>Archery</td>
<td>1.5-2 hours</td>
<td>30</td>
<td>3rd-5th</td>
<td>No</td>
</tr>
</tbody>
</table>

*Program length and number of students may differ for onsite/outreach programs and differing grade levels.
*Please note, the majority of our field trip programs include activities that will be held outdoors, weather permitting. Other activities may be offered in the event of inclement weather.

“I have been bringing a class for three years. It’s a wonderful resource. The parents I brought had never been before and they were impressed with the facility and the program. Thanks for all you do!” - teacher from St. Agnes.

“I want to learn more so I can grow up and teach other kids about the different butterflies too.” - 5th grade Quindaro student.
Animal Tracks and Clues
People who study nature can learn about the various wildlife found in an area from the signs they leave behind. In this program students will explore the different ways animals can tell us where they’ve been and take home an animal track replica.

Suggested grade levels: PreK- 5th.
Note: Track-making activity

Habitats
Taught through hands-on games and activities, this program focuses on habitats found in Kansas and their importance to the animals and plants that are native to our state. They will also learn what they can do to help where they live!

Suggested grade levels: PreK - 5th

Incredible Insects
Explore the world of those six-legged creatures we call insects! Students will search for insects, and study their life-cycles, morphology and diversity in our classroom.

Suggested grade levels:
Pre-K – 5th

Programs that are offered as Outreach Programs as well as field trips are designated with a
My Senses Tell Me
We learn about the world around us through the use of our senses. In this program your students will explore their five senses through interactive activities and experiments, and discover the sights, sounds, smells and textures we find outdoors.

Suggested grade levels: PreK - 5th

Birdy Bodies
What birds are in your backyard? Through interactive play we’ll identify 3 common birds and how each use their beak and feet to survive. We’ll also explore with feathers, birdsong, and nests.

Suggested grade levels: PreK - 5th

Art in Nature
You can’t spell Earth without ART. In this interactive and creative program children explore and discover art in nature through artistic creations both inside and outside of our library!

Suggested grade levels: PreK - 5th

Rot N’ Roll
Students will learn about the life cycles of a forest to better understand how decomposers contribute to the health of an ecosystem. We will explore a bugs eye view of the forest floor.

Suggested grade levels: PreK - 5th

Wild About Plants
Students will discover the parts of plants, how plants grow, and their many uses through hands-on activities and outdoor exploration. Each student will get seeds to take home and plant.

Suggested grade levels: PreK - 5th

Trees for Tots
Introduce your students to the cycle of life. In this hands-on program your students will explore how a tree grows, the parts of trees, and the importance of these organisms in our world.

Suggested grade levels: PreK - K

Programs to Explore
Kansas State Standards and Benchmarks are met or exceeded in each program.

On-site elementary programs are typically two hours in length. Outreach programs are one hour in length. Most programs include an outdoor component (on-site only), which is often spent on an accessible nature trail. Please dress appropriately!
Programs to Explore

Fossilized in Time
Students will learn what fossils are, how they are formed and what Kansas was like millions of years ago. Students will use hands-on exploration to learn about the fossils of Kansas and take home a plaster cast of one of those fossils.

Sustainability - Refuse, Reduce, Reuse
Designed to teach the importance of sustainability, this program involves hands-on activities and demonstrations. It will equip students with tools to help protect our habitats and planet.

Suggested grade levels: PreK - 5th

“Rock-It” Science
In this program students will learn about the rock cycle and will see examples of three types of rocks (sedimentary, metamorphic and igneous.) Your students will also become young geologists and identify rocks by studying their specific properties.

Suggested grade levels: 1st - 5th
Not available as outreach

Scaling the Solar System
This program introduces students to scales and models and how they are used to understand and compare the size and distance between the planets, the moon, and the sun. This will include a one-hour session in the StarLab inflatable planetarium to learn about sky patterns, planets and stars.

Suggested grade levels: 3rd-5th
Not available for outreach

Sun, Moon, Stars
Using models, students will explore the phases of the moon, day and nighttime patterns and the size of objects in the sky. Students will also go into the StarLab to learn about patterns in the sky and moon phases.

Suggested grade levels: K—2nd
Not available as outreach

Mindfulness in Nature
Students will practice mindfulness in nature by paying attention to how their minds and bodies experience and process feelings in the present moment. By combining meditative techniques with outdoor nature play, children will explore and observe nature, and they will become more aware of, and empathetic to, the plants and animals that share our world.

Suggested grade levels: PreK –5th

*Schools are required to have extra adults for this program.*
Programs to Explore

On-site elementary programs are typically two hours in length. Outreach programs are one hour in length. Most programs include an outdoor component (on-site only), which is often spent on an accessible nature trail. Please dress appropriately!

**Fun-damental Physics**

Students will participate in experiments that explore the science of physics.

Suggested grade levels: 3rd - 5th.

*School is required to bring at least six extra adults for help with this program.

Special Field Trips for Elementary Students

**Archery**

This program follows NASP regulations (National Archery in the Schools Program) and teaches students the basics of archery. After students learn range safety, proper archery technique and basic shooting skills, they will practice on our indoor range then participate in some fun archery games!

Grade levels: 3rd - 5th.
Directions to Mr. and Mrs. F. L. Schlagle Library:
Take I-435 North to Leavenworth Rd East (Hwy 5).
East to 91st Street to blinking red light.
North (left) on 91st Street into lake area.
Left (West Drive) 1.5 miles around the lake.
Look for Library Entrance sign on right, just past Shelter # 6.
Turn right onto drive to library parking lot.

Alternate Route:
Take I-435 North to Exit 18 (Wolcott Drive) and head East.
Wind around 1 mile until coming to a Y in the road.
Keep to the left at the Y (93rd Street) and enter the lake area.
Continue driving until you reach the stop sign at the bottom of the hill.
(You should see the ball field in front of you, and a row of mailboxes to your right.)
Turn right onto the lake road and then left onto the library drive.

Hours:
Monday - Friday 9 am-5 pm
Third Saturday of every month 9 am-5 pm
Closed Sunday

For more information please visit www.kckpl.org, call us at 913-295-8250 option #2, or email us at flsinfo@kckpl.org.