August 4, 2016

Dear Holy Spirit Families,

Here we are…August…it seems to have arrived so very quickly this year! I pray you are enjoying the time away from school and that you and your students are ready to embrace the new school year and all of the excitement that it holds. We have so many new families in our community this year with over sixty, yes sixty, new students. What a beautiful extension of our school community; we welcome all of our new families and look forward to getting to know you.

We have several new faculty members with us this year. One is a face many of you are familiar with but Ms. Caitlin Hansen will be here on a part-time basis as the School Counselor; she will also continue her role as the Director of Extended Day. New to our community this year will be Mrs. Missy Payne (3rd grade), Mrs. Mary Pat Miller (middle school), Mr. Greg Gordon (middle school), and Mr. Mark Pietuszka (technology).

If, by chance, your student has not completed his/her summer work, now would be great time to be sure students are on track to have everything finished. In particular, please remember that the math assignment for rising 1st – 8th graders is due the first day of school, August 29th.

Mrs. Wild, our school nurse, has asked me to remind families with rising kindergarteners and sixth graders and all new students that the required medical forms must be returned by August 8th. School law prohibits school attendance without the required documentation. If you have any questions, please contact Mrs. Wild.

If you are interested in either Morning Care or Extended Day, the registration documents are available on the website and you may send those in now with the registration fee.

On August 24th at 7:00 pm the NEW family ice cream social sponsored by the PTO will be held in the school cafeteria. We invite all new families (parents and children) to join us. There will be an opportunity for new families to purchase used uniforms.

On August 26th there will be an opportunity to meet the teachers, find out homeroom assignments and take a peek at the classrooms. Please join us at school from 1:00-2:30 pm. We look forward to seeing all of you then and ask that you please not come to school for an extra early sneak peek prior during the week of August 22nd as the teachers and administration will be very busy with meetings and classroom set-up. Paperwork needed for the start of the school year will be available for pickup during the August 26th Open House in order to give families the weekend to fill out the many required forms. Please return all forms on Monday, August 29th.

School for **Grades 1-8** begins on August 29th at 8:00 am. Please make every effort to begin the good habit of arriving on time. Teachers will meet the students outside and escort them to their classrooms. Parents are asked to say their goodbyes as they drop their children off in the carline. (If you want to park a*fter* you drop off your children you are welcome to.) Please refer to the handbook posted on the webpage for complete directions on arrival and pickup procedures. During the first week of school the vanpool slots for last year will be used with the EXCEPTION of kindergarteners who are now first graders. These students will be dismissed with the regular carpool unless they are in a group vanpool. Applications for vanpool slots will be sent home in the beginning of the year packet.

For **Grades 1-8** Monday, August 29th is an 11:30 am dismissal; Tuesday, Wednesday, and Thursday are 3:15 pm dismissals and Friday, September 2nd is an 11:30 dismissal with no Extended Day Care. School lunches will begin on September 5th. Please pack a lunch for your child the first week.

A **kindergarten parent meeting** is scheduled for Monday, August 29th at 8:30 am. Kindergartners’ first day will be Tuesday, August 30th, from 8:00 – 11:30 am. Both Wednesday, August 31st and Thursday, September 1st are full days for kindergarten. Friday, September 2nd is a half day for all students.

The **prekindergarten parent meeting** (no students) is at 9:30 am on Monday, August 29th. The preschool orientation for the students and parents is on August 30th. Students with last names beginning A through L are asked to come from 9:00 – 9:45 am and students with last names beginning with M through Z are asked to come from 10:00 – 10:45 am. Classes begin for prekindergarten on August 31st; this is a half day for all PreK students with dismissal at 11:30am. Thursday, September 1st is a full day for those PreK students enrolled as full day students. Friday, September 2nd is a half day dismissal for all students.

**Morning Care** will be open at 7:00 am on the first day of school. Morning care is located in Room 4. Please use the western set of doors (Exit 11). Grade levels may begin using Morning Care on the following dates:

Grades 1-8 – may begin using Morning Care on Monday, August 29th

Kindergarten – may begin using Morning Care on Tuesday, August 30th

PreKindergarten – may begin using Morning Care on Wednesday, August 31st

**Afternoon Extended Care** for Grades 1-8 will be in the cafeteria. Afternoon Care for PreKindergarten and Kindergarten will be in Room 2. Grade levels may begin using Afternoon Extended Care on the following dates:

Grades 1-8 – may begin using Extended Day on Monday, August 29th

Kindergarten – may begin using Extended Day on Wednesday, August 31st

PreKindergarten – may begin using Extended Day on Thursday, September 1st

Afternoon Extended Day is closed completely on Friday, September 2nd due to the early dismissal.

Information regarding the calendar, uniforms, supplies and reading lists can all be found on the webpage [www.holyspiritflames.org](http://www.holyspiritflames.org).

I am looking forward to the start of the new school year. Thank you allowing us to be a partner in the education of your children.

Blessings always,

Maureen C. Ashby

Principal