

Dear Parents,

July 3, 2017

I hope you are all enjoying the summer weather and are finding time for family and relaxation. The 2017-18 school year will begin on Thursday, August 17. As you may be aware, the school basement is undergoing a major renovation. As of this date, it is unknown when the work will be completed but we do not look for it to affect the start of school.

The staff will remain the same this year, for the most part. Mrs. Biggs and Ms. Hagemeyer will be sharing the teaching responsibilities for grades 5-8. Mrs. Niemeyer will teach 3<sup>rd</sup> and 4<sup>th</sup> grades, Mrs. Goheen will teach 1<sup>st</sup> and 2<sup>nd</sup> grades, and Mrs. Chlebanowski will teach Kindergarten. Karen Schuckenbrock will return as PE teacher and Laurie Schuckenbrock will serve as principal and teach writing and music.

Please come to our Open House on August 13<sup>th</sup> from 9:30-12:00. We will have coffee, juice, and donuts and invite you to visit the school.

Bus drivers will be contacting families who will be using the bus to set up pick up times. If you wish to be added to the bus route, please call the school so we can get a registration form to you. We hope to have bus route information posted at the Open House on August 13.

School supply lists will be included in your packet and in Wal-Mart. You may also utilize the School Tool Box purchasing option (see enclosed flier), please don't delay ordering too long to ensure you receive your supplies in time for school.

Enclosed in your packet are additional forms. Please complete those applicable and send to school with your child on the first day. We are sending back to you the Family/Student Health and Emergency Information form. If everything is correct, please sign the form and return it. If any information needs to be updated, please make the corrections, sign the form and return it. We ask that each family return the school lunch form. Even if you do not think you qualify, we need you to write "Do not qualify" across the form and return it. These forms help us qualify for federal programs. Also enclosed is a form designating who you've authorized to pick up your child(ren).

1. Family/Student Health and Emergency Information (*revise, sign and return*)
2. School lunch forms (*fill out or write "Do not qualify", and return*)
3. Form authorizing release of child(ren) (*sign, date and return*)
4. Covenant letter acknowledgement (*sign, date and return*)
5. Principal's Office Record (new students only) (*fill out and return*)

Please return these in the brown envelope in which this information is enclosed.

We ask that you pay any outstanding fees during the first week of school. The second half of the book fee (\$50.00 per child) and technology fee (\$50.00 per child) is due on the first day of school. We ask that you pay for August lunches (\$56.13 per child) during the first week of school. This will help us to pay for the food that we have to purchase before school starts. There will no lunch fee for the month of May. You will be billed for lunches at the beginning of each month with any breakfast fees added based on the number of breakfast meals your child(ren) ate the previous month. Fees for bus transportation are due after the first of each month starting in September. We will send out bills for bus and lunches early each month. If possible, we ask that each of these payments be made with separate checks.

Kindergarten students will need to have their immunizations up-to-date before school starts, and immunizations records brought the first day of school. We will enclose a copy of a letter from the Missouri Department of Health and Senior Services for families with kindergarten students. This letter explains the regulations for immunizations that are required for kindergarten students.

There were a few changes in the Parent & Student Handbook and can be seen on the parish website, [www.stclementmo.org](http://www.stclementmo.org). New families will receive a copy of the handbook, in addition to accessing it online. If you would like a printed copy of the handbook, please call the school and we will print one for you. We ask that you sign the covenant form enclosed that indicates you have read and agree to the terms of the handbook, and that you will adhere to the teachings of the Catholic Church to the best of your ability.

I am looking forward to another successful school year and pray the God will continue to bless our school family. I am grateful for the opportunity to serve you as principal and pray that you enjoy the rest of your summer.

In Christ,

Laurie Schuckenbrock

enc: Family Student Health/Emergency Information form, school supply list, School Tool Box flier, school lunch forms, child release authorization, uniform requirements, calendar