



621 South Third Street
Stillwater MN 55082
651 439-5581
www.stcroixcatholic.com

July 25, 2008

Dear Students and Parents:

Welcome to the SCCS 2008 – 2009 school year. We are pleased that you have chosen to be part of our school community. Whether you are new or returning; whether you are from the parishes of St. Charles, St. Mary or St. Michael or our extended community; we are delighted to welcome you to the ministry of our school.

Students will find their teacher assignments for next year included on the **Family Registration Form** in this packet of information. Middle School students will find their Advisory Teacher assignments.

This packet of information includes the forms you need to complete and return when you come to Registration in August. By giving you the opportunity to fill out the paperwork at home, we hope to make your stop at the school for Registration quick and stress free.

Registration

All new and returning families should plan to stop by the school to complete Registration on one of the following dates. We offer several days, including an evening and a Sunday morning, to stop in and register.

| Date | Time |
|----------------------|--------------------------|
| Wednesday, August 13 | 8:00 am until 7:00 pm |
| Thursday, August 14 | 8:00 am until 2:00 pm |
| Friday, August 15 | 8:00 am until 2:00 pm |
| Sunday, August 17 | 8:00 am until 12:00 noon |
| Monday, August 18 | 8:00 am until 2:00 pm |
| Tuesday, August 19 | 8:00 am until 2:00 pm |
| Wednesday, August 20 | 8:00 am until 2:00 pm |

Registration forms will be collected outside of the school office in the main hallway.

The classrooms will not be open for families to visit during these above registration times.

You are invited to visit classrooms, meet teachers and pick up classroom and grade level information about curriculum and policies on Thursday, August 28th.

Please remember to bring ALL of the following completed forms with you to Registration.

- Your **Family Registration Form** with any corrections. Please initial when completed.
- An **Emergency Card** for each student
- A signed **Image Release Form** for your family
- A signed **Type 1 Field Trip Permission Form** for your family
- A signed **Acknowledgement** that you have reviewed the **SCCS Parent Handbook**
- A signed **Request for Aid Form** (This is for textbooks, health services and guidance services).

- A completed **Family Directory Listing Form**.
- A completed **Volunteer Sign-Up Form**
- If one or both parents volunteer at the school and have not already done so, complete a **Volunteer Background Check Request** packet and sign a **Volunteer Code of Conduct**. A Volunteer Code of Conduct must be completed annually.
- A form to list **Shoe Sizes** for all students to be used during roller skating in P.E. classes in October and November.
- Any **Health Forms** you have not yet turned in for Kindergarten or 7th grade students.

Other things you may want to do at Registration in August include:

- Make a deposit to lunch accounts. Student PIN numbers and their lunch account balances are included in this packet. A **Lunch Account Deposit Form** is also enclosed.
- Complete and turn in an **Application for Free and Reduced Lunch**
- Make a **Tuition** payment
- Order a **Yearbook** (form included). This year, as a cost saving measure to the school and to families, the yearbook will be softcover.
- Make a tax deductible **Technology Fund Donation**.
- Make a tax deductible **Marathon Donation**.
- Sign up for **Creative Kids Club Before and After School Childcare**
- Sign up 7th and 8th grade students for **Stillwater Junior High Sports**. If you have a 7th or 8th grader, the necessary forms are enclosed. Forms for 5th – 8th grade students to sign up for **CAA** (Catholic Athletic Association) **Volleyball and Basketball** will also be available at Registration.

When you come to Registration, you will also receive:

- Information on the **2008 Marathon for Non-Public Education**
- **Class Schedules with locker numbers and combinations** for Middle School students

Meet the Teachers - On **Thursday, August 28th from 3:00 PM until 5:00 PM** and again from **6:00 PM – 7:30 PM** classrooms will be open for families to visit and teachers will be available to meet their new students. Curriculum and classroom policy handouts will be available for parents. Please note that the curriculum information presented on Meet the Teacher Day will be in place of the teacher presentations which in the past have taken place on Back to School Night in September. On September 9th, we will be having a Parent Information Night, *Celebrating Faith in Education*. This evening will be our first ever “Town Hall” Meeting. Come meet our Board of Directors, Home and School parents, Endowment Committee members, and Booster Club representatives. Goals and highlights of the upcoming 2008-2009 school year will be presented.

For our new families and students, the **Home and School New Student and New Family Potluck** will take place in the St. Michael’s Social Hall on **Thursday, August 28th from 5:00 PM – 6:30 PM**.

Middle School Mini School Day - Also on **Thursday, August 28th**, the Middle School will have a Mini-School Day from **3:30 – 4:30 PM**. Students will have the opportunity to participate in a shortened school day to practice following their schedules. Parents are invited to attend with their students. Curriculum and classroom policy handouts will be available. Meet in the Middle School Commons at 3:30 PM.

Tuition

Enclosed with this letter you will find a bill for this year’s **Tuition**. This shows the amount of tuition you owe for this school year and the method you chose to make payments. The school has not yet received information about Tuition Assistance awards from the parishes at this time. If you applied for assistance you should

receive notification about an award from your parish before Registration. Your account will be adjusted to reflect any change.

If you are making a single payment, it is due by August 21st. For families making two payments, one-half of the total is due by August 21st and the second half will be due on January 9th. If you have elected to participate in the monthly F.A.C.T.S. payment plan, this is noted on your statement. Also, if you have recently joined a parish, your tuition information may not reflect the parish tuition rate. Please call Diane Polley in the school office to let her know what parish you joined so that we can adjust your bill. Any other questions about your tuition can be directed to Kathie Sontag at 439-5581, ext. 209.

Separate checks are necessary for tuition, lunch accounts, and Creative Kids Club Childcare and any donations such as Tech Fund or Marathon. Payments for yearbooks and sports can be combined in one check. Thanks for your cooperation.

New Staff Members

- We welcome Sister Mary Emmanuel, O.P. to the 2nd grade team. She will be teaching along with Mrs. Ann Daniels.
- We welcome Mrs. Kristen deLeon who has joined us as an Afternoon Creative Kids Club supervisor.
- We also welcome two new District 834 employees - Ms. Jennifer Kern as our new School Psychologist and Ms. Caley Erban as our new Speech Pathologist. We will also have a new Middle School Counselor provided by District 834. As of this time, we do not have his or her name.

First Day of Classes

The first day of classes for students in Ark of Angels Preschool and grades 1 – 8 will be on Tuesday, September 2nd. Kindergarten classes will begin on Wednesday, September 3rd.

School Hours

The school starting time for all SCCS students is promptly at 9:00 AM. Students should be in their seats and ready to begin the day when morning prayer begins at 9:00. Morning only Kindergarten students are dismissed at 12:05 PM and our afternoon dismissal begins with walkers at 3:25 PM.

Email/Paper Option

In a continuing effort to reduce the amount of paper the school uses, we are asking families if they would like to receive some school communications only by email. This would include the weekly *FYI* and as many of the attachments to the *FYI* we are able to send electronically. Each family can have these sent to up to two email addresses. You will find a section on your Family Registration Form to indicate your email address or addresses. Please be sure to print clearly. Also remember to update the school if your email address changes.

Other handouts which cannot be emailed will continue to be sent home with your youngest child at SCCS. Some teachers may also give you the option of emailing some classroom communications. If this is something of interest to you, please discuss this with your child's teacher.

Note that the *FYI* with many weekly attachments and most elementary grade newsletters are available on the SCCS website, www.stcroixcatholic.com, as well.

School Supplies

If you did not purchase a School Supply Pack last spring, you can find a list of required supplies for your child's grade on the school website, www.stcroixcatholic.com. (on the Home Page)

Home and School Association

One of the many strengths of St. Croix Catholic School is the high degree of parental involvement. All families are members of the Home and School Association. The major goals of this organization are education, service and fundraising. Although a Home and School Board of volunteer parents meets monthly to plan activities and events, all parents are encouraged to become involved by participating in Home and School sponsored activities. Home and School has included a volunteer survey in this mailing for each parent to collect feedback on your interest and availability for volunteer activities. Please be sure to fill out this survey and return it when you come to register. Also, if you will be volunteering (and we hope every parent will!),

please review the enclosed packet of information regarding background checks, training and the Volunteer Code of Conduct.

Marathon for Non-Public Education

Fundraising at SCCS is necessary to complete the operating budget for the school and keep tuition down. The Marathon (SCCS's main fundraiser) is organized by our Home and School Association. Marathon Week is scheduled for October 6th through 10th and will have a service theme this year. Some Marathon information is included in this packet, but your complete Marathon packet will be available at Registration.

Financial Assistance

Each parish has tuition assistance money available for families belonging to that parish. Although the deadline to apply has passed, if you have a situation which has recently changed, please contact your parish or give me a call so I can direct you to the appropriate person for help. It is part of St. Croix Catholic School's ministry that no child will be denied a faith based education because of financial hardship.

Creative Kids Club Before and After School Childcare

The SCCS childcare program, "Creative Kids Club," will again be available for students in grades K – 5 both before and after school. Special arrangements for other students (Preschool or Middle School) can be made by communicating with the school office. Care will be available on the first day of school; however, pre-registration is necessary. Schedules for the first week of school will be due by 6:00 PM on Thursday, August 28th. You can take care of this pre-registration anytime in the school office or when you register. If you would like more information about the Creative Kids Club program, please call Diane Polley at 439-5581, ext 236 or pick up forms in the office. Information and rates are also available on the SCCS website, www.stcroixcatholic.com.

Our morning Creative Kids Club supervisor will be Mrs. Deb Roth (SCCS parent and also an SCCS Cafeteria employee) and our afternoon supervisor will be Mrs. Kristen deLeon. Mrs. deLeon is a new employee. Many of you may know her from St. Michael's Parish and/or as this summer's Bible School Coordinator.

Hot Lunch

St. Croix Catholic School has an excellent hot lunch program for students in grades K through 8. The lunches provided are nutritious and delicious. Students can choose between two lines each day. There will be a small increase in prices for lunches this year. The price is \$ 2.50 per day or \$ 12.50 per week (milk is included) for all students in grades K – 8. Milk is available for students bringing lunch at a cost of 45 ¢ per carton. Because of state regulations, students are not allowed to bring pop into the cafeteria during lunchtime.

You are welcome to join your child for lunch any day; however, you should call the school office no later than 9:30 AM on the day you will be having lunch. You will be asked to let us know which lunch choice for the day you would prefer. The lunch price for adult guests is \$3.50 and for preschool guests is \$2.75.

At Registration, you will be able to add money to your family lunch account. **Free and Reduced Price Lunch Application Forms** are included in this packet. Families who received free and reduced lunches last year are required to re-apply to continue to receive free or reduced lunches. We encourage families to apply. It is in the best interest of the school as well as families to have all eligible families enrolled in this program. All information is confidential.

Transportation

If you live within the boundaries of School District #834, the District Transportation Department will be mailing you a postcard in August with information about bus numbers, approximate times, and places for pick-up and drop-off. If you do not receive information or have questions, please call the Transportation Office at 651 351-8377.

Please join our staff in praying for a safe and successful year for all our students, families and staff!

Sincerely,

Cressy Epperly,
Principal