



ST. STEPHEN SCHOOL

NEWSLETTER

July/August, 2010

Christ is the reason for our school.

He is the unseen yet ever-present teacher in our classes. He is the model of our faculty and the inspiration of our students.



From the Principal's Desk

Dear Parents,

We hope that all of our students and their families are enjoying a happy and relaxing summer vacation. In this summer newsletter we want to let you know about what has been happening at school and we also want to ask your help in preparing for the opening of school.

Our school building is being thoroughly cleaned so that it will be ready for the new student orientation on August 25th and the first day of school on September 1st. The teachers and secretarial staff have been busy cleaning up from last year and getting ready for the upcoming school year. There are some changes to the teaching staff for the new school year. Mrs. Shana Teal will be the Kindergarten teacher, and Mrs. Erin Gervais will assist as the Kindergarten Aide. Mrs. Renee Corso joins us as the new fifth grade teacher. Mrs. Mary James will be the new 7th and 8th grade math teacher. Ms. Patti Foley-Donovan will be teaching art. All are happy to be a part of the St. Stephen School community.

We have enclosed several notices and forms in this newsletter so that you will have the information you need to make "back to school" preparations. We also ask that you return the requested forms so that we, too, can prepare for back to school.

The first day of school for grades 1-8 will be Wednesday, September 1st. The kindergarten and pre-kindergarten teachers will be mailing their own letters to advise parents of their start of school schedules. The first day of school is always full of promise. Our wish and prayer is that each of our students has a year that lives up to that promise.

Finally, we thank you for the sacrifices that you make to send your children to St. Stephen School. You are giving them a gift that will last a lifetime. We look forward to the opening of the 2010-11 school year, but we are happy that we can all enjoy the gifts of summer for a few more weeks.

*Most Sincerely,
Laurie Murphy, Principal*

IN TODAY'S ENVELOPE ...

- 2010-2011 School year calendar of dates
- School health and emergency information form
- Medical emergency cards (complete both sides)
- Connect Ed Telephone/Email Messaging System form
- Financial policy
- Parking system for dismissal
- Kindergarten letter
- Pre-K letter and supply list
- Extended Day Registration form
- Athletic Information Memo and forms
- Milk Order form
- Get Acquainted Invitation for new students

Tuition Payment

We know that parents sacrifice to send their children to St. Stephen School, especially during these difficult economic times. We depend on timely payment of tuitions in order to meet the many expenses that are required to operate our school. Because we, too, must pay our bills on time, we must enforce the payment policy contained in our Parent/Student Handbook. Specifically, that policy requires that payments must be up-to-date for students to begin each new term at St. Stephen School. We are stressing this need at the beginning of the school year so that parents are well informed of the policy and can plan their budgets. Thank you for your understanding; we appreciate your help and we need your support.



Important Information

- **Get Acquainted Orientation Morning** for new students in Grades 1-8 will be held on Wednesday, August, 25th from 10:00 - 11:00 AM in the school.
- We will be having a **Mass at 9:00 AM on Friday, September 3rd**. Dismissal on that day will be at 11:30 AM.

BACK TO SCHOOL....

In an effort to portion out the paperwork required at the start of the school year, we are sending you the first batch today. The underlined items in the list "in today's envelope" indicate the forms that need to be completed and returned to school as soon as possible. These will help us be prepared for your child(ren) on September 1st.

Medical Forms and Immunization Records for new students and those in grades K, 4 and 7 are required no later than September 24th. Students may NOT stay in school if these medical records are not in by the due date. Students interested in playing sports need to get a form from their doctor stating that the student is fit to play/participate in sports.

Our **2010-2011 Parent/Student Handbook** contains some revisions and additions. It will be sent home to all families on the first day of school. Please read it carefully with your children. Our **Volunteer Opportunities Handbook** will also be sent home on the first day of school. We are asking parents who are NURSES to consider earning their volunteer tuition credit by helping to staff our health office a few hours per week. We really need you. Please contact the school if you can help. Mrs. Laura Crawford, our long time volunteer nurse, will be happy to acquaint you with this most important volunteer position.

The Athletic Program documentation has undergone some changes in an effort to minimize paperwork for parents and office staff. Please read the enclosed memo carefully and return the required forms the first day of school. Thank you and we look forward to an exciting year with our student athletes!

We are enclosing our **Connect Ed** form. Please read the instructions carefully and fill out and return the bottom portion as soon as possible, but no later than the first day of school. It is **extremely** important that we receive this information so that we can ensure uninterrupted communication between the school and our parents and students. If you have any questions, please contact Mrs. Mangaudis.

Assignment books will be available for purchase when school begins. Each level is age appropriate and every student must have one. Students in grades 2 through 8 use the assignment books published by Premier. **The cost of these assignment books is \$8.00.** Please remit the appropriate amount to the classroom teacher who will distribute the books. From past experience we know that these assignment books survive the year and encourage good habits.

Our **Lunch Program** will begin on Monday, September 13th. The lunch program will be offered 3 days a week - Monday, Wednesday and Friday. More information will follow. **Milk Money** is due on the first day of school.

Please pay careful attention to **School Hours**. The school bell rings at 7:40 AM. Children should be in the schoolyard and enter the building with their class. Supervision is not provided before 7:40 AM. If a child arrives after the lines have come in, the child should enter through the front door. After 7:50 AM students receive a tardy slip.

School dismisses at 2:00 PM for Pre-K and 2:10 PM for Grades K-8. Students who are not picked up on time, must attend the Extended Day Program. There is no supervision of children other than the Extended Day Program. Parents will be charged by the Program according to its policy.

Extended Day Program

This year, we will offer our Extended Day Program (EDP) from 2:15 to 5:15 PM. We will not begin charging for additional time until after 5:30 to accommodate parents who need the extra time to get here from work. The EDP will begin on Tuesday, September 7th for grades K-8; the Pre-K EDP will begin on Monday, September 13th. Anyone interested in registering a child for the program should contact the school office. Registration is \$50 for the year. Registration forms are included in this packet. If you are registering more than one child, please contact the school for additional registration forms or make a copy of the one that is included here.

EDP rates are \$5 per hour and \$2.50 per half hour for registered students and \$10 per hour for non-registered students. Bills will be sent out on the 5th of each month for the hours attended during the previous month. Payment is due no later than the 15th of the month. Payment must be up-to-date for students to continue in the EDP. More extensive

information on the EDP is contained in the Parent/Student Handbook.

Parking: Please **do not park** in front of St. Stephen School from the bus stop back to the corner of Caroline Street.

Remember **Summer Reading** -make it part of your lifestyle! We hope students are enjoying their reading this summer!

The school has purchased new **math books** for our students in grades 3, 4 & 5 which are part of the same math series currently used by our 7th and 8th grade students. Our students in K, 1 & 2 will be using the consumable workbooks that are part of this series as well. This will ensure continuity of content and skills through the grades. We are very grateful to Ms. Joann Nally for securing a grant from the Blanche Walsh Charitable Fund to assist us in the purchase of the new math books.

St. Stephen School always adheres to the Diocesan policy, which requires children to receive **sacramental preparation** in their own parish. Contact your parish CCD coordinator for information about classes that your child may need.



Francesca Capalbo, who is entering grade 3, had her hair cut and donated 14" of her hair to **Locks of Love**. What a thoughtful and generous gift!



*Isn't it great that God
doesn't go on vacation from us
in the summer?*