



August 10, 2019

Dear St. Mary's Parents,

**Welcome to the 2019-2020 school year at St. Mary's!** We have had a super two days of school, and everyone is getting back into the routine of the school year and enjoying seeing old friends, making new friends, and getting to know their teachers. Each Friday I will be emailing a Friday Communicator Newsletter with school information for your family to read, in addition to your child's teacher sending home a paper copy of a classroom newsletter to keep you informed about things happening in the classroom and school community. Next Friday, in addition to a paper copy of the Communicator Newsletter from me you will be receiving a copy of the 2019-2020 Student and Parent Handbook for St. Mary's. Please take time to read through the handbook and familiarize yourself and your children with our guidelines, ensuring that everyone is aware of student, parent, and school responsibilities. **Please pay special attention to new guidelines about cell phones/other electronics at school and a few dress code updates.** After August 23<sup>rd</sup>, newsletters from me will arrive electronically through email. If you do not receive them, please stop by the school office to confirm your correct email address with us. Although not a typical newsletter, I did want to send home some information as we go forward in the school year.

- Please **do not** park in the **front parking spots** labeled with signs "Church Office Parking Only" during the school week, or in the **church circle drive**. I park in the space on the far left, and the remainder of spots are needed for parish office employees, Fathers Joe and Justin, and

any visitors who may need a little help getting into the parish offices. Father Joe has asked me to pass this information to our school community, thank you.

- **School doors release for parents to enter the school at 3:05 p.m.** each afternoon in order parents to pick up their child(ren) from their Classroom doors. At 3:05 you may enter the school and wait in the Commons until the 3:10 bell rings or you may wait outside of your child's Classroom door. If you do wait at your child's classroom door, please do not open the Classroom door or enter the Classroom until the teacher dismisses your child. Please do not buzz to come in to the school before 3:05 p.m. unless you are picking up a child early for an after school appointment. We ask that parents wait in the courtyard area outside the school or in cars until the doors release at 3:05 p.m. Thank you.
- Please return **school forms and information** to the school office as soon as possible. If you were not able to attend Open House on August 11<sup>th</sup>, please stop by the school office to pick up a packet of important forms including Student Information and Health Information forms, Media and Social Media Release forms, and other important documents we need in the office. Also, if we do not have a copy of your child's birth certificate and current shot records on file in the office, please bring them to the office as well for us to make a copy of and place in your child's record file.
- We are looking for two dynamic and responsible people to help out in our **After School Program**. If you or someone you know would like to work 8-10 hours a week, care for and hang out with awesome kids, and is responsible, please have them contact me. It's a great job for a senior in high school, college student, or adult...afternoons with no weekends, time off for holiday vacations, and casual dress that allows for interacting with the kiddos. Shifts would vary from 3:00-4:30 p.m. some days and 3:00 until 5:30 p.m. on others.

I hope that your child's school year is off to a good start! Thank you for choosing St. Mary's...our school community will do all that we can to make your child's educational and faith experience a positive, enriching, and nurturing one. We are very fortunate to be able to teach to the whole child, and our talented and caring faculty and staff will do their very best each

day. If you have a question or concern about any aspect of your child's day at St. Mary's, please do not hesitate to contact me at school (417-623-1465) or by email, [jlown@jacss.org](mailto:jlown@jacss.org).

God bless and take care,

Joanne Lown, Principal