

BACK TO SCHOOL DATES

School will begin on Monday, August 31st, with a half day from 8:30 -12:00. All parents are invited to enjoy coffee and donuts in our school hall beginning at 8:30 A.M provided by our P.T.O. Tuesday, September 1st will also be a half day followed by full days of school Wednesday the 2nd and Thursday the 3rd. No school on Friday the 4th or Monday the 7th.

SCHOOL HOURS

Our regular school day will be 8:30 A.M. - 3:30 P.M.

Half days will be 8:30 A.M. - 12:00 P.M.

A two hour delay 10:30 A.M. - 3:30 P.M.

A two hour delay, while extremely rare, may be called due to weather conditions.

Two morning bells will ring at the start of each day. The 8:20 bell will call students together to go to their classrooms and prepare their materials for the start of the day. The 8:30 bell will announce the beginning of classes. Prayer will begin promptly at 8:30. Any student entering class after the second bell is tardy. Please have your child at school no later than 8:25.

Any student who is tardy 5 times will be marked 1/2 day absent.

WHERE TO GO ON THE FIRST DAY OF SCHOOL

Students will gather in the school lobby until the bell at 8:20. 4th through 8th grade students will then be dismissed to their classrooms. Kindergarten through third grade students will gather in the lobby and then dismissed to the school hall before going to their classroom with their teacher.

SPECIAL NOTE TO KINDERGARTEN AND FIRST GRADE PARENTS

It is not unusual that one or two children at this age cry and refuse to join their classmates as they gather to go to the classroom. This can be a heart rending and frustrating experience for Mom or Dad. We have found that reluctant children become more adamant if Mom or Dad show reluctance to leave. Difficult as it may be, if your child has this problem, do leave him or her as the teacher begins to gather the class. Usually this is the best way to help your child adjust to his or her new challenge. We ask that parents do not follow their children to the classroom.

CLASSROOM ASSIGNMENTS

K - 3rd

Preschool - Mrs. Gaynier and Mrs. Comorski

Kindergarten - Miss Taschler

First Grade - Mrs. Richter

Second Grade - Mrs. Bigenho

Third Grade - Mrs. Sisung

HOMEROOM ASSIGNMENTS 4-8

Fourth Grade - Mrs. Nadeau Rm# 105

Fifth Grade - Mrs. Furtah Rm# 107

Sixth Grade - Miss Vallie Rm# 102

Seventh Grade - Mrs. Otten Rm# 106

Eighth Grade - Mrs. Hurley Rm# 104

FORMS TO RETURN

Please return your Transportation form and the Tuition Payment Plan form to the office as soon as possible, no later than August 24th. Both forms are included in this packet.

SHARED TIME PROGRAM

We will again this year participate in a shared time program with the Gibraltar School District. They will provide Art, Physical Education, Music and a full time Computer teacher.

SPANISH CLASS

All students in kindergarten through 8th will continue taking Spanish classes one day a week. The program will be provided by Futura Language Professionals. This is the same company that provided the program last year. Since 2001, Futura has partnered with elementary schools, preschools, community education and recreation departments across the Midwest to provide long-term Spanish enrichment programs. The programs are unique because of their multi-level curriculum and very effective Building Block method of Learning®. The dynamic courses incorporate songs, games, crafts, and cultural anecdotes!

PRESCHOOL

Preschool information will be mailed to Preschool families later in the month.

BUSSING FOR GIBRALTAR SCHOOL DISTRICT RESIDENTS

Please look in the local newspaper for the "Gibraltar Bus Schedules". If your children will be transported by Gibraltar buses, they may begin riding the bus on Tuesday, September 8th.

***All families are asked to fill out the Transportation form, this includes students who walk to school, ride a bus, or come by car. This information makes dismissal time easier.

ARRIVAL AND DISMISSAL OF STUDENTS

If you are picking up or dropping off children here at school, you must do so in the rear of the building. This includes drop off for our preschool parents.

Only busses are to load and unload in the front of the building. For the safety of our students no exceptions will be made. Students will be dismissed from the school in two groups:

- o bus students in the front of the building
- o car/van students to the rear of the building

There will be one way traffic on the blacktop. Enter at the North gate and exit at the South gate (by the playscape). When parking on the blacktop, please pull in facing the fence, not the school, and drive forward to exit. It is difficult to see small children when backing up. We ask that all parents follow these directions to insure the safety of our children!

SCHOOL UNIFORMS

Students must be in uniform beginning September 8th. Students are to wear clothing appropriate for school before that date. Knee length shorts may be worn. If you have any questions about the dress code, please contact the school office. Girls' uniforms in plaid may only be purchased from former St. Mary's students or Schoolbelle Uniform Company. Uniform plaids are in stock at Schoolbelles, or you can order from schoolbelle.com. You may also order from Lands' End, at landsend.com/school, catalogs are available in the office. Please refer to the enclosed "Dress Code" for further details.

**Please note that the Dress Code/Colors for 7th and 8th grade students are different than K - 6th.

USED UNIFORMS

Uniforms will be available in the school hall beginning Monday, August 10th, from 10:00 until 4:00.

SCHOOL LUNCH PROGRAM

New this year students must order lunches and pay for them in advance. Order forms will go home with the newsletter every two weeks and should be returned by Friday of that week. A student who does not have a lunch and has not ordered one can get a peanut butter sandwich and a drink for that day. School lunches will be available beginning September 2nd.

The cost of the school lunch is \$2.25 for all grades. Extra entrees will be \$.75 and must be ordered on the order form. Milk purchased alone will cost \$0.35 for white or chocolate.

The cost of lunch includes milk, which is considered a part of the school lunch. Fruit drink cannot be substituted unless a note is received indicating that your child has an allergy to milk products.

Please avoid dropping off fast food for your child.

VISITOR POLICY

All visitors in the school building need to report to the office during the hours of 8:45 a.m. and 3:15 p.m. School doors will be locked during these times and a school employee will open the door when a visitor comes to the door. This is not an attempt to keep parents from the building but an extension of our building security. Once a visitor has been checked into the building we will call for your child and the interruption to the classroom and the teacher will be minimal. All visitors will sign in and will be issued a visitor badge. Badges should be returned when signing out before leaving the building. The safety of your children is our number one concern and I appreciate your understanding of this policy.

LATCH KEY

Latch Key will be available beginning on the first day of school, from 7:00A.M. until 6:00 P.M. Special arrangements can be made for earlier drop off if needed. The cost is \$5.00 per hour for one child and \$3.00 for additional children. Latch Key information is available in the school office.

LUNCH/RECESS SUPERVISORS

We are always looking for people to help supervise the lunch room and recess periods, both on a regular schedule and as subs. If you can help, please contact the school office. This counts for your service hours. If you surpass your ten hours a tuition credit of \$5.00 is given for each full period worked, from 11:30 until 1:10. Lunch Supervisors are required to follow our recess program and must sign in the office and wear a visitor pass.

If you are a new supervisor or wish to review our program, tapes are available in our school office. All supervisors must be knowledgeable of our lunch/recess program before working.

Requirements include:

- * knowledge of school program
- * review instructions for blood borne pathogens
- * criminal background check (ICHAT) - required by the Archdiocese of Detroit
- * attendance at Protecting God's Children workshop

ADVISORY COMMITTEE

Our School Advisory Committee is a vital part of our school. Meetings are scheduled once each month at 7:00 P.M. We are currently seeking parent representatives for each grade in our school. Members will discuss topics that include: formulating our school improvement plan, future enrollment, marketing, student recruitment. As you can see, it is imperative that we have an active Advisory Committee. Please review the Advisory page on our website or attend a meeting if you are interested in helping our school grow.

ST. MARY'S PARENT TEACHER ORGANIZATION

The Parent Teacher Organization is a group that meets monthly and provides special events for students and families. Our group relies primarily on the donations and volunteer service of our families. The organization is open to anyone who would like to volunteer their time and talents to positively enhance the school experience at St. Mary's.

PTO SCHOOL STORE

The school store will be open for viewing and purchasing on Tuesday the first week of school. Parents are invited to shop starting at 11:30 A.M. Students in seventh and grade will have the opportunity to work our school store. The store will be open two times a month all profits will go back to activities for the entire student body.

The following list gives an idea of what is available and our prices are very reasonable.

#2 pencils	pencil case	1 inch binder	
erasable pens	pencil end eraser	70 sheet notebook	fiskars scissors
protractor	book covers	folders	red checking pencils
black pens	rulers	blue pens	large erasers
glue bottle	glue stick	small notebook	compass
crayola markers	looseleaf paper	pencil sharpener	colored pencils
crayola crayons			

ST. MARY'S BOOSTER CLUB

All CYO sports are open to St. Mary's school and parish 5th-8th graders. At St. Mary's we offer Girl's Basketball, Volleyball, Softball, Boy's Basketball and Baseball. Soccer is available to both boys and girls 4th-8th grade. Instructional basketball is offered for both boys and girls in third and fourth grades. More information about fall sports will be available on the website.

Fall Sports Registration is now open. Practices will begin on or after August 17th.

CYO Soccer is a boys and girls combined team for grades 5-8.

CYO Volleyball for girls in grades 5-8. A-team is grades 7 & 8, B-team is grades 5&6.

St. Mary's teams are open to all of our parish and school children, neighboring parish students are also allowed to participate.

Please go to the St. Mary's Rockwood School Website and go to the Booster Club tab for the registration form. A current sport physical must be on file with the Booster Club before the athletes may participate. Please register ASAP, forms can be sent to the school office.

Please call 734-323-9674 for additional information

FUND RAISERS

Several fund-raisers are scheduled for the school year. Fund-raising is an important aspect of keeping your tuition cost as low as possible. We ask that you support any activities that you can, but we do not expect you to buy everything we sell. What appeals to one person, may not to another. Our goal is to have a few fundraisers that are successful with our Auction and Raffle being are major efforts.

AUCTION

Our Annual Auction will be held November 13th . This year's Auction will be held at the Flat Rock Knights of Columbus. Proceeds from this event are used for our computer lab, instructional materials, and improvements to our entire curriculum.

MAGAZINE SUBSCRIPTION DRIVE

Our Magazine Subscription Drive will begin September 17th. The school receives 40 % of the sales. Please remind your friends and family that orders will be taken for both renewals and new subscriptions. You may also order online.

BOX TOPS

Box tops for Education can be found on General Mills cereal boxes, Betty Crocker Baking Products, and a variety of other food items. Box tops can be sent into the office at any time. The PTO receives 10 cents per box top turned in. This money is used for student activities and books for our library.

CAMPBELL SOUP LABELS

This is another year around collection. Labels from Campbell soups, gravy, juice, Healthy Request, Selects, Franco-American gravies, Pepperidge Farms items, Swanson broths, V8 juices, and Prego sauces are all eligible. Labels can be sent into the school office.

PAPER RECYCLING

There is a recycling container located on our parking lot. You can recycle newspapers, magazines, office and school papers, shopping catalogs, and mail. Please do NOT include plastic, glass, metal, or trash.

REQUIRED FUND-RAISERS

SCRIP

An average purchase of \$100.00 per month of Scrip for 10 months is required of all families. Scrip must be purchased by May 15th to be counted. Families who do not comply will be charged \$100. Families will receive half of the profit from their purchases in the form of a tuition credit. If you need more information about this program please feel free to call the school office.

RAFFLE TICKETS

\$200.00 of raffle tickets are given to each family. K-8 families are required to sell or buy these tickets. The raffle drawing will be held in the spring.

TUITION PAYMENT AGREEMENT 2009-2010

Please select one of the payment plans listed below and return to the school office. This plan will be reviewed and an approved copy will be returned to you.

FAMILY NAME _____

PARISH _____

In parish tuition for St Mary's Parish is based on regular participation at Sunday Eucharist, regular use of Sunday contribution envelopes and yearly participation in the parish CSA.

Every family is required to sell/buy \$200.00 of Pot of Gold raffle tickets and purchase \$1000 of SCRIP or pay \$100. (These will be added to your tuition if you do not fulfill the requirement)

According to the tuition rates for the 2009-2010 year I agree to pay \$ _____ in tuition following the plan indicated below.

I will be receiving tuition assistance in the amount of \$ _____ from _____
_____ Tuition balance after assistance is \$ _____

Tuition payment plans:

_____ Full payment by August 31st, \$100 deducted from your tuition

_____ Two payments - half August 31st and half January 30th

_____ Eight payments - August thru March - There is a payment due in December

_____ Ten payments - July thru April

Late payments will be

After 30 days a fee of \$25.00 will be added to your tuition

After 60 days participation in school/sports activities will be restricted

After 90 days tuition students will not be allowed to attend class

There will be a \$25.00 fee charged for all checks returned from the bank.

Signature _____

Date _____

Office approval _____

TRANSPORTATION INFORMATION 2008-2009

FAMILY NAME _____

**I LIVE IN THE GIBRALTAR SCHOOL DISTRICT AND MY CHILD WILL BE RIDING A GIBRALTAR BUS.

YES _____ NO _____

AM _____ PM _____

**MY CHILD WILL BE ATTENDING ST. MARY'S LATCH KEY PROGRAM

AM _____ PM _____

**MY CHILD WILL BE TRANSPORTED BY PRIVATE CAR _____

**MY CHILD WILL WALK TO/FROM SCHOOL _____

SIGNATURE _____