

Trinity-St. Paul Lutheran School

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Dear School Parents:

We trust that everyone is having a wonderful summer and that everything is going well. We have a few items to relate to you about the upcoming school year. If you have any questions please call, 633-2202.

***SCHOOL WEB SITE** - www.tsplutherschool.org

What's New – We will be posting our summer mailer and our registration forms for the 2008-2009 school year on the school web site this summer. If you need a physical form (K, 5, all students participating in sports) or dental forms (K, 2, 6), please call the school office and they will be mailed to you. All other forms for the night of registration (August 5) will be available on the website. If you do not have access to the website and need copies of any of these forms, please contact the school office at 633-2202. We will mail you the forms or make arrangements for you to pick them up at the school office.

***Registration Night**

Our Registration Evening will be at the St. Paul Center on Tuesday, August 5, 2008 from 5:00 p.m. to 8:00 p.m. This night is set aside to take care of ALL Payment of Fees & completion of necessary forms. All school families with a kindergarten student must bring that student's birth certificate. Please make every effort to attend. If you cannot attend, contact the school office to make other arrangements.

This is also a time for parents and students to sign up for PTL activities, Athletics, Choir, Hand Chimes and etc. We will also have various Patriot clothing items for sale. If we do not have the item or the size available, you may place an order at that time.

***Volleyball Practice** All female students in grades 4th through 8th grade may participate in volleyball at TSP. Beginning practice will be held Monday, August 11, 2007 at the St. Paul center from 8:30am until 10:00am through Friday, August 15, 2007. On Monday, August 18, 2007 practice will be held from 8:30am until 10:00am. There will be NO practice on Tuesday, August 19, 2008. Practice 3:30 to 5:00 starting Wednesday, August 20, 2008

***Latchkey Programs**

For the 2008-09 school year we will once again have before and/or after school care program at the St. Paul Early Childhood Learning Center. If you are interested in this program you may contact the St. Paul Early Childhood Learning Center located at 125 Wolf Avenue Hamel, (618) 633-3252 and talk to Terri Wagner. We will provide transportation to and from this center.

***Early Arrival and Late Pick-up Policy**

All families are required to sign the Late Pick-up Policy form and bring it registration night as well. This form is included in this mailing.

***Chapel Schedule**

Chapel services will be held on **Wednesday's**. The time frame is the same. It starts at 8:30am.

***Opening Service**

On the first day of school we will be having a special opening chapel service. It will be at 8:45 a.m. at the St. Paul Center in the church. Parents and friends are invited to attend.

***School Calendar**

Please note PTL schedule (Bold and larger Print) and Singing Schedule (located after title of each month in parenthesis).

***School Handbook**

You will receive one during the month of September.

***New Family/Student**

All new school families are encouraged to read the Trinity-St. Paul Lutheran School Handbook. A copy of last school year's Trinity-St. Paul Lutheran School Handbook will be available for you at registration night. This handbook will help indoctrinate you into the TSP school setting. You will receive a current Trinity-St. Paul Lutheran School Handbook during the month of September. If at any time you have questions or concerns, please feel free to contact the school office.

All new students, upon enrollment at Trinity-St. Paul Lutheran School are placed on probation. This probationary status is reviewed at the end of the first quarter. Pending an examination of the student's performance, the school will make a decision regarding the student's continued status.

***School Hours**

School will begin on Tuesday, August 19, 2008 for all students. All classes will be a half-day.

HALF DAY SCHEDULE

<u>TRINITY CENTER</u>	<u>ST. PAUL CENTER</u>
7:55 – Bus leaves Trinity Center	8:10 – Bus leaves St. Paul Center
8:30 – Start of School at Trinity Center	8:15 – Start of School at St. Paul Center
11:30 – Dismissal from Trinity Center	11:45 – Dismissal from St. Paul Center

FULL DAY SCHEDULE

<u>TRINITY CENTER</u>	<u>ST. PAUL CENTER</u>
7:55 – Bus leaves from Trinity Center	8:10 – Bus leaves from St. Paul Center
8:30 – Start of School at Trinity Center	8:15 – Start of School at St. Paul Center
10:00 - Recess	9:50 - Recess
11:30 - Lunch	11:30 - Lunch
3:00 - Dismissal from Trinity Center	3:15 - Dismissal from St. Paul Center
3:05 - TSP School Bus leaves Trinity	3:20 - TSP School Bus leaves St. Paul

***Student Arrival**

St. Paul Center – No students may arrive before 7:35 a.m. Those students who arrive between 7:35 a.m. to 8:00 a.m. will report to the 7th/8th grade room. At 8:00 a.m. all students will report to their classrooms.

Trinity Center - No students may arrive before 7:50 a.m. When you arrive at school please report to your classroom.

***Tardiness**

It is very important that all students be in school on time. Excessive tardiness (more than 4 times per quarter) will result in your child being marked absent, which in turn will affect their perfect school attendance. If excessive tardiness continues, a school suspension will be enforced until we get the situation solved. Please note-starting times at each center in your school handbook.

***Perfect School Attendance**

Trinity-St. Paul will give perfect school attendance awards. This will be based on the student's attendance at the start of each day through the end of the school day; the student must be in school the entire day. Exceptions are doctor/dentist/etc. appointments, as long as the student is in school attendance for at least half a day.

***Volunteers Needed**

We are in need of volunteers in the following areas for the 2008-09 school year – Lunch/Recess Supervision at both centers.

***School Dental Forms**

All New Students, Kindergartners, Second Graders, and Sixth Graders must have a current dental examination on file.

***School Physical – Immunizations**

All New Students, Kindergartners, Fifth Graders, & Those in Sports need a physical and show proof of immunization.

***School Lunch Program** Our school lunch program is an Illinois State lunch program and for us to have this program at our school, all school families must participate in this program (this now includes milk/juice break). You may be exempt from the program only by a written letter from your physician on physician's letterhead stating medical reasons why your child cannot eat the school lunches.

***School Lunch Cost**

School lunch will cost \$2.25 per meal per student per day, which includes Milk/Juice break. Lunches & Milk/Juice for August and September must be paid on registration night, which will be \$60.75 per student. Throughout the school year, you will be billed monthly.

***State School Lunch Forms**

Illinois State Lunch Program forms for free-reduced lunches will be available at registration.

Registration Fee (non-refundable)

\$80 per student

Book Fee (non-refundable)

\$140 per student

**TUITION RATE FOR THE 2008-2009 SCHOOL YEAR
AT TRINITY-ST. PAUL LUTHERAN**

Raised 10% across the Board

Association Member Tuition Rate

	<u>10 Month</u>	<u>Yearly</u>
One Child	\$212.90/Month	\$2,129.00
Two Children	\$358.10/Month	\$3,581.00
Three Children	\$460.90/Month	\$4,609.00

Other Lutheran Tuition Rate

	<u>10 Month</u>	<u>Yearly</u>
One Child	\$236.50/Month	\$2,365.00
Two Children	\$406.60/Month	\$4,066.00
Three Children	\$519.60/Month	\$5,196.00

Non Lutheran Tuition Rate

	<u>10 Month</u>	<u>Yearly</u>
One Child	\$259.70/Month	\$2,597.00
Two Children	\$453.50/Month	\$4,535.00
Three Children	\$584.10/Month	\$5,841.00

TRINITY-ST. PAUL EARLY ARRIVAL AND LATE PICK-UP POLICY

Students are to arrive no sooner than 20 minutes before the start of the school day. That means students who attend the St. Paul Center should arrive at the St. Paul center after 7:55 a.m. and students who attend the Trinity Center should arrive at the Trinity Center after 8:10 a.m. Students who ride the bus to St. Paul should arrive at Trinity by 7:45, and students who ride the bus to Trinity should arrive at St. Paul by 8:10 a.m. Please make special arrangements when necessary. Remember that before-school care is available at the St. Paul Early Childhood Learning Center at 125 Wolf Ave. in Hamel.

School is dismissed at 3:00 p.m. at the Trinity Center and 3:15 p.m. at the St. Paul Center. Children who are not involved in after-school activities should be picked up by 3:30 p.m. (at the St. Paul Center). Parents of students who are frequently at school after 3:30 p.m. will be *required* to sign up their child(ren) for after-school care at SPECLC. We will then automatically send your child(ren) to the daycare on the bus and the SPECLC fee for after-school care will be charged.

Emergencies: If parents phone the school before 3:30 p.m. to indicate late pick-up due to emergency situations, the children will not automatically be taken to SPECLC. Families are allowed two emergency late pick up per month as long as they phone ahead.

I understand this policy and will abide by it. If I am asked to register my child for after school care at SPECLC, I will comply. Hence, I will give my permission for my child to be transported to SPECLC if my child is still at the St. Paul Center at 3:30 p.m. without being involved in after-school activities.

(Signature)

(Date)