



## Important End of the Year Notice

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### **Dear Parents:**

The end of the school year is busy for everyone, but it is also the time that we close all of our K-8 student accounts and many of our preschool accounts as well. Students must have the following financial matters in order to participate in end of the year activities and to receive final reports. Please review the following list to ensure that these items have been taken care of so you and your child can enjoy the end of the year activities and avoid a hectic close to the school year. All items must be taken care of as soon as possible (unless otherwise noted).

### **Please review the list carefully-**

- Tuition account must be at zero balance, this might include: tuition, middle school activity fees, late fees, family participation charge if applicable, etc.
- All Extra Care/Late Pick-Up Fees incurred after the final statements were printed for May 1. These payments should be made in the school office.
- Library books must be returned, or lost/damaged book payment of \$25.00 made in the school office. If you already know you have an overdue or lost book, this is the time to take care of it.
- All basketball uniforms must be returned to the office in good condition
- All textbooks and school materials returned in good condition or charges paid in school office to cover replacement
- All borrowed school uniform items, belts, and middle school P.E. uniforms must be returned washed.
- All Band Instruments that were borrowed from the school must be returned by Friday, June 9 unless students are playing in the 8<sup>th</sup> grade graduation ceremony.
- Students who purchased Reeds for their Band Instruments. If your student purchased a reed for their band instrument from the office, please pay \$4 per reed in the office.
- Also, please remember that several families have Outstanding Gala Purchases that need to be paid for in the office including auction items and Gala photo.

### **End of the year activities and final reports include- (*all financial matters must be cleared in order to participate*)**

- All Class end of the year June field trips (various dates beginning June 1)
- Yearbook distribution (Friday, June 9)
- Kindergarten Celebration Picnic (Friday, June 9)
- Grade 1-8 MAP Test Scores (week of June 12)
- Preschool Pre-K Promotion (Monday, June 12)
- Middle School Yearbook Signing Party, Memory Verse Celebration at Boomers (Monday, June 12)
- K-5 Memory Verse Celebration at Liberty Station (Monday, June 12)
- 1-8<sup>th</sup> grade Awards Ceremony (June 13)
- 8<sup>th</sup> grade graduation (June 13)
- Report Cards/Progress Reports
- School Records
- Participation in Summer Camp Programs (begins June 19)

Thanks in advance for taking care of these matters in a timely manner. We are looking forward to a wonderful close of our school year.

Sincerely,

Sue Kennedy  
Principal