



Parent Orientation
August 14, 2017

Communication

- Email
- Raven Report
- Facebook
- Teacher blogs
- Text alerts
 - Sign-up now: text “Raven” to 25827

Carline Procedures

- Drop off is from 8:30-8:45 am
 - Class begins at 8:45
- Pick Up at 3:30 pm
 - Half day Early Learners at 1:00 pm
- Beg-2nd Grade in LEFT lane
- 3rd & up in RIGHT lane

Carline Procedures



Tardies & Absences

- If your student is tardy:
 - Walk them into the lobby
 - Sign them in at front desk
- If your student is absent:
 - Email student's teacher
 - Notify the front desk via phone/email
 - 417-869-8077
 - frontdesk@thesummitprep.org

Fun Zone

- Before and after school care
 - From 7:30 am to as late as 5:30 pm
 - Charges
 - Mornings from 7:30-8:30
 - Drop in \$10/day, Unlimited \$100/month
 - Afternoons from 3:30-5:30
 - Drop in \$15/day, Unlimited \$150/month

Sign up through the link in the Raven Report or on the website

Lunch Program

- Summit Provides Hot Lunch:
 - Mon-Thurs catered by Infused Catering
 - Fridays are Domino's Pizza
- Ordering
 - Same day order is \$5 (orders are taken with attendance)
 - Advanced orders are \$4/day
 - Placed on Thursday the week prior
- More information:
 - www.thesummitprep.org/lunch

Billing

- All families have an account to bill charges
- You will receive a monthly invoice via email detailing current charges due (tuition, fun zone, lunches, field trips, etc.)
- Statements will be emailed for past due amounts
- Payment methods:
 - cash or check brought to the payment box at front desk
 - credit card - fee applies, must contact Kristin
 - one time or recurring ACH bank draft - fill out form at front desk
- On-hand Scrip purchases must be made separately

Dress Code

- B-8:
 - Students must wear khaki or navy bottoms, purchased from any vendor.
 - Skirts and shorts may be worn, but shorts must have at least a 5" inseam and skirts must be knee length.
 - Each Summit student will need a red Summit polo to wear for field trips and concerts.

Dress Code

- High School:
 - Students may wear Summit Uniform described previously
 - Students may wear official school spirit and event wear, including that related to athletic events
 - Student may wear conservative cut blue jeans (excludes leggings as outer-wear, jeans/pants with tears, jeans/pants that are excessively baggy/tight).

Dress Code

- Fridays—Spirit Wear
 - Students may wear jeans with uniform top or spirit wear shirt
 - If no school on Friday, Thursday will be Spirit Wear day
- Uniform Buyout Days: \$2
 - Optional days to dress out of uniform

Visitors & Security

- All doors are to remain locked
- Visitors must sign in at front desk & get visitor badge
- Security cameras at doors and on playground

Fundraising

- Meet Vince Currao, our new **full time** Development Officer!
- Upcoming events:
 - Art to Remember - September 1-30
 - Fall Flower Sale - September 15
 - Run for the Summit - September 16
 - Yearbook photos - September 27
 - Annual Gala/ Auction - October 13
 - Annual Appeal Campaign Launch - November 1
 - Fall Book Fair - November 6-14
 - Daddy Daughter Dance - January 19, 2018
 - Mom/ Son Bowling - February 2
 - Upper School Mixer - January 19
 - Spring Flower Sale - TBD April
 - Yearbook release - April 4
 - Golf Tournament - April 7
 - Book fair - April 30-May 4

SCRIP

- Families purchase gift cards at full face value
- A percentage (determined by the retailer) is donated back to the Summit SCRIP program
- The Summit SCRIP program keeps 10% of the rebate for operating expenses
- 90% of the rebate goes to the family's account to pay for Growth Fund

SCRIP

- Enroll at shopwithscrip.com
 - Enrollment Code: 146AAC2814925
- Fill out an Agreement Form at the front desk
- Place orders online (shopwithscrip.com) or purchase cards at the front desk
- SCRIP Informational Meeting:
 - Friday, August 25 at 8:45 am
 - RSVP: vgm_822@yahoo.com

Volunteering

- Volunteer 4 times per year
- School needs:
 - Clerical, lunchroom, field trips, classroom aids
- SPO needs:
 - Events and activities including, Run for The Summit, book fair, gala, mini golf tournament, community events

Volunteering

- Volunteer Training
 - August 22 at 2:45pm
 - August 31 at 10:00am
- Contact Becky Breckner
 - bbreckner@thesummitprep.org

Administrative Staff

- Rob Gronniger, Head of School
 - rgronniger@thesummitprep.org
- Kristin Walker, Head of Operations & Finance
 - kwalker@thesummitprep.org
- Amy Maas, Communications & Admissions Officer
 - amaas@thesummitprep.org
- Vince Currao, Development Officer
 - vcurrao@thesummitprep.org
- Mike Albert, Facilities Coordinator
 - malbert@thesummitprep.org

SPO Executive Committee

- Veronica Richardson, President
 - vgm_822@yahoo.com
- Ellen Chindlund, VP of Finance
 - chindlunds@mchsi.com
- Melissa Miller, VP of Communication
 - millermelissam1@gmail.com
- Lisa Monitleone-Jones, VP of Upper School
 - lisamontileone@gmail.com
- Phil Isley, VP of Lower School
 - peisley07@hotmail.com

SPO Class

Representatives

- Beg: Crystal Zoellner & Stevie Flottman
- Pre-K: Jessica Schippert
- K: Mariana Zamora & Katelyn Barnett
- 1st: Megan & Justin Sierk
- 2nd: Nikki Keiper
- 3rd: Laura Nickle
- 4th: Alice Nelson & Sarah Martin
- 5th: Penny Scroggs
- MS: Andrea Johnson
- HS: Leah Blakey