

School Newsletter Communication Plan

Holy Rosary: kbentler@holyrosaryws.org

Holy Family: office@hfseattle.org

Process:

Tuesdays noon – submission deadline

Wednesday – admin review

Thursday – Principal review

Thursday PM – send

Ongoing reminders

- Lost and found
- Volunteer positions

Dec 6th – OLG Spirit Day - Wear OLG Spirit Gear, anything CYO, or your uniform

Other service projects throughout year:

4th grade visits vet hosp 3-6x/year

5th Over 65 dinner

2nd every tues and fri throughout year

1st cards for mtst vs

7th lunch St Angelines

8th 3rd Wed starting in Oct

Lost and Found

Anything look familiar? Please pick up your lost items by the front desk. Any items not picked up will be donated to St. Vincent de Paul.

Pizza: better for Monday cc, not newsletter since order links are down Thurs, Fr

Opt out – see cc from last year

Questions about uniforms? Checkout our web site for everything you need to know!

Pics done in newsletter:

7th – svdp

5th – over 65

3rd – saints

6th – salmon field trip

family goups – 12/12 and 11/xx

1st&6th – salmon egg delivery

8th – Jdp

1st&6th – salmon fry

4th - wa project

2nd grade south America presentations

Ash Wed

PreK/Pre

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Teachers remote learning
Holiday pics

Potential Themes for Discover Catholic School Parents:

- **I** "Preparing your preschool child for elementary school (or elementary to middle, middle to high school)."
 - **I** "How to continue your student's education at home."
 - **I** "How to continue your student's religious education at home."
 - **I** "Screen time: how to thrive and survive."
 - **I** "Your child is known: excelling in the classroom."
 - **I** "Understanding today's homework expectations."
 - **I** "Students and anxiety."
 - Remember, you are providing a story that is focused on the audience, with your school serving as the guide in the discussion. While you are not solely talking about your school and brand, your mission shines through and creates a community of belonging.
-
-

Pictures at top ideas–

- artwork
- ask teachers
- google drive



Recess Monitors Needed

Play is "serious business!" It is a key component for a child's healthy development. It's also their "job," one way of learning about the world, and how they fit in.

If you're interested in keeping our students safe, earning [commitment hours](#), getting to know the children, other parents, and perhaps seeing your own child at play, please consider recess monitoring. It's an important and wonderful way to support our school community! Please contact **Ms. Heidi** (206) 935-6051 Ex. 114

- Morning Recess 10:00-10:30 am
- Afternoon recess 11:30am-12:30 pm

FAMILY FAITH FORMATION OPEN HOUSE

Sunday, September 19, 9:30 AM - 10:45 AM

All families are welcome to register your children our our Family Faith Formation programs.

[CLICK HERE](#) for more information.

Donation Intent due Oct 15th

Each family is required to procure an auction donation item/service/sponsorship valued at a minimum of \$200 retail **OR** provide a \$200 cash donation. **All family's [cash donations](#) OR [intent to donate an item/service/sponsorship](#) are due Oct.15, 2021** (items themselves are due no later than Dec. 3, 2021).

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Track your Volunteer Hours

Click on [Log Commitment Hours Here](#) from our [home web page](#) ([Click here](#) for a primer on commitment hours and volunteering).

Earthquake /Disaster Comfort Kit

Each student will have a [comfort kit](#) in a one gallon ziplock bag. If you turned in a comfort kit in early spring 2021, we have your student's kit to use for this school year. If you would like to replenish some food items, drop off labeled supplies at the school office. Bring it to your classroom by the first week of school.

New to OLG? Looking to volunteer? This class is *required* for all first-time volunteers. Take advantage of classes offered at OLG's campus on these dates:

Protecting God's Children
June 1st, 2019 9:00 am - 12:30 pm
or
Sept 21st, 2019 9:00 am - 12:30 pm

Register at: VIRTUSonline.org (If you do not have a VIRTUS profile, create one. Once you have logged into your profile, click on the "Training" tab and then on "Live Training". Go to the bottom of the page and click on "Pre-register for an upcoming live training session in your area". More trainings available throughout the area.

Push lupe the lupe- use pics from last year in CC Parish

Cyo/edc cxn – see sept 13 2018

Daren – let committee/coaches know EDC would like to be as helpful as possible, but given the number of students at EDC now, we need as much support as possible from parents and coaches to help kids get from EDC to CYO practices/events.

Help us help you.

- **From Sport liason:** EDC get a schedule for practices and picture day.
- **From Coach:** (1) Communicate to EDC who and when they will pick up children so we can remind students to get ready on time. (2) Assist EDC in make sure kids get ready
- **From Parents:** (1) Parents give EDC written notice that coach will pick up – forms avail at edc. (2) Parents communicate with coach pick up child. (3) Make sure the student knows it is their responsibility to get dressed themselves and be ready (dressed, personal belongings packed up, and lined up)

EDC can:

- Remind students to get ready

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- Check on students and remind them if they need to stay on task
- Help students gather their things and line up to go

EDC tries to be as accommodating as possible, but we don't have the staffing to make sure the students are actively getting dressed. We can remind students that it is time to get ready and help tie shoes, but it is up to the student to get themselves dressed and stay on task. It would be beneficial, particularly for K and 1st graders to have a parent present to help kids be ready on time.

Realistically, staffers can't monitor children the way a parent can in getting them dressed. The kids aren't comfortable. The staff isn't comfortable in that role. And it takes the staff away from other duties in the big room.

In the past year, there are some expectations that are unrealistic on how much EDC can offer. We want to start out the year with clear expectations and open communication to make the transitions as smooth as possible.

Include letter from Blue Plate (located on Blue Plate web site as "information sheet")

Sept 21, 2019 – Safe environment class at Quad

2020-21 Tuition Reminder

Sept

CYO update

See 9/12/19:

Picture Day

Thursday, Sept 19th

Yuen Lui requests that picture orders be processed [online](#). (If you would like a paper order, we have a few on hand at the front desk). Pictures are for Preschool/Pre-K to 8th grade students.

Free dress Thursday, Sept 19th. Please consult page 24 or our [handbook](#) for guidelines on appropriate free dress on non-uniform days.

9/24/19

Keep tutoring section 2nd paragraph

Sept. 30th - Forms for after-school tutoring participants due (Families will receive a letter from your teacher if your student is asked to participate in after school tutoring)

Wednesday, Oct 2nd

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After school tutoring begins 2:15-3:00 pm

Auction Kickoff Meeting on October 3rd at 6:30 pm at the school.

Help the Parent Org raise money to help keep our tuition rates down, plus prep great gifts and goodies for the holiday season!

Safe Environment Class - September 21st

Join *Protecting God's Children* class at OLG's campus on Saturday, September 21st 9:00 to 11:30 am. [Sign up today!](#)

The Safe Environment / VIRTUS program is required by the Archdiocese for all volunteers working with children. For a class list and to register for *Protecting God's Children*, log in to the [VIRTUS](#) website.

Family Faith Formation by Zoom

Families with children ages preschool through 6th grade are encouraged to participate.

[More Information](#) and [Registration](#)

First Reconciliation/Communion Information Meeting

Saturday, September 26, 10:00-11:00 am by Zoom

Children who attended Sac Prep Year One classes last year or were in 1st Grade at our school will participate with their parents/guardians in this year's program in preparation for both sacraments. [More information](#) and [Registration](#)

Youth Confirmation Information Meeting

Tuesday, September 29, 6:30-7:30 pm by Zoom

If you are an 8th grader through high school and have not been confirmed, you are invited to attend an information meeting on either night. Parents/guardians and youth are asked to participate together. [More Information](#) and [Registration](#)

Ways to Give and Get Help During Covid-19

Whether you are in need of help, looking to offer a hand to a neighbor in need, or both, check out the [links here](#)

Are You An Adult Who is Considering Becoming Catholic?

You are invited to participate in a process of initiation and formation into the Catholic community of faith. A new *Inquiry Group* begins on **Wednesday, October 7th, 6:30-8:00 pm** by Zoom. Contact [Helen](#) for more information and registration

Safe Environment Class via Zoom

Is your family new to OLG this year? Do you plan to volunteer on field trips or in the classroom? Then you will need to sign-up for the Safe Environment / VIRTUS program required by the Archdiocese for all volunteers working with children. For a class list and to register for *Protecting God's Children*, create a profile from [VIRTUS](#) website. Click on the *Training* tab, then *Live Training*, *Pre-register for an upcoming live training...*

Updated Immunization Form Requirements

NEW! Starting August 1, 2020, all immunization records turned in to schools are required by state law to be *medically verified*. [Click here](#) for changes to WA State immunization requirements. Basically, if you submit an updated [Certificate of Immunization Status \(CIS\)](#) to the school, the form *must be certified by a healthcare provider* as well as parent/guardian.

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The simplest solution is to ask your health care provider to print a CIS for you (the right side of the the CIS form will show certification from the health care provider). Parent/guardians, don't forget to sign the form twice!

Sunday, October 4, 10:00 am Mass – Catechetical Sunday
Full uniform? Blessing of all children catechists, faculty, staff, & parents/guardians for OLG School and Sunday School programs.

Ministry Fair – *see 2019 brochure in newsletter file*

Here's your chance to find the right volunteer opportunity for you! The parish is hosting a Ministry & Resource Fair this weekend at OLG gym. Whether it's in the parish itself (lectors, music, altar servers, Eucharistic Ministers, Family Faith Formation, ushers, green ministry). Or, in our community (St. Vincent de Paul Society, immigrant ministry, shelters, food banks, community meals, scouts)...and many more! Come find the possibilities!

There are also many resources to help you foster your the Catholic faith

FACTS to Know

Withdrawal from checking/savings accounts are charged zero transaction fees from FACTS

If you use a debit/credit card in your FACTS account, we suggest you consider changing your financial information to your bank account checking/savings information. With debit/credit cards, you will be charged a 2.85% credit card transaction fee.

If you forgot to turn in your Charleston Wrap order, send it in Monday or order online at the [Charleston Wrap website](#), using our school code, 8666. Thanks for your support!

Just a reminder that we need to have written authorization. If your student will be going home with another parent... **Walking home...**

The popular math night is back! Exercise your brain skills!

Family Math Night Nov 14th 6:15-7:30 pm at the School Hall

- K-3rd grades play fun family games that encourage problem solving reinforce the skills and concept students are learning
- 6th to 8th grades lead math games for K-3 families

Basketball reg closing

FACTS to Know

What are incidental expenses?

Incidental expenses are expenses other than tuition (e.g. milk, after school care, EDC fees, classroom auction fee, yearbook, field trips, etc).

Select auto-pay for incidental expenses

Unless you set up incidental expenses to be paid on auto-pay, *you will need to authorize payment for each incidental invoice before the due date.* To make a payment, log in to **FACTS** and choose *Make a Payment*, or *Enroll in Auto Pay*.

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FACTS FAQ

Questions? Contact [Laura Wong](#) or call FACTS at 1-866-441-4637 (24x7)

Some Incidental Expenses (e.g. EDC, milk, band, etc.) coming due in FACTS this week

If you have not signed up for *auto-pay* for incidental expenses in FACTS, you will need to authorize payment for each invoice before the due date. Otherwise, there will be a late fee(s) charged to your account. To make a payment, log in to [FACTS](#) and choose *Make a Payment*. Or, *Enroll in Auto-Pay*. If you have questions about your FACTS account, please contact Laura Wong or Kimmy Fulton.

HS Open house <https://www.seattlecatholichighschools.com/open-houses.html>
<https://www.seattlecatholichighschools.com/information-nights.html>

Dec holiday workshop

Lost and Found will be out during conferences. Please take a look for lost items. There's an overflow of lost and found items. They will be on display by the front desk. If they are not picked up by Nov. 5th, they will be donated to St. Vincent de Paul.

Hearing and Vision screenings will be conducted this Friday, Oct. 19th and Nov. 2nd for grades K-8. If you can volunteer to assist Oct. 19th or Nov 2nd, please contact [Shelley Bradley](#)

A Note From Ms. Heidi

Just a reminder to families... Please send your kids out the door with **raincoats, hats, gloves, and appropriate shoes**, as we head into the cold and rainy season. We will be outside for recess during moderate rain, and staying in-doors only on days that are a heavy rain.

Also, please **PUT NAMES IN EVERYTHING!** We are already accumulating quite a pile of LOST clothing and accessories! Something missing? Check our LOST & FOUND at the office. Thank you!

[Ms. Heidi](#)

10/31

Math Night

Thank you to Lisa Booth, Ms. Savio, Bridgit Lawler, middle school and parent volunteers for making our annual Math Night such a fun event! We hope you enjoyed spending educational time with your family!

See oct 24

PNB: The Nutcracker

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Owen Odegard, OLG 8th grader is playing the Prince this year in PNB's Nutcracker! Owen will be performing in the following shows. [Click here](#) for Owen's performance dates

10/11

Tuition Assistance Grant Application Available

The Fulcrum Tuition Assistance Grant program is designed for families and students currently enrolled or applying for the next school year in any Catholic school in the Archdiocese of Seattle. At OLG we partner with Fulcrum to provide over \$100,000 in tuition assistance this year to our school families. All families must apply each year through FACTS Grant and Aid Assessment to qualify for a grant—all awards are made based on financial need.

[Application available online:](#)

<https://fulcrumfoundation.org/grants-and-programs/tuition-assistance>

Fulcrum Application Due Date: 1/4/2019

(note this date is during OLG's Christmas Break!)

Basketball reg

Nov 1st Mid-tris will be going home? Put on newsletter calendar

Dec 4th Light up the Night - Our annual event continues *virtually* this year - the big tree will be lit Dec 4th. Stay tuned to the [school web site](#) for more information on the video event.

Shoe Boxes of Joy are due this weekend!

It is that time of year where we create **Shoebboxes of Joy** for the variety of people served by CCS' Volunteer Chore Services. Bring your donations in a shoe box that is wrapped with Christmas paper *to mass Nov 30-Dec 1st*. They will be blessed by Fr. Kevin at the 11:00 Mass. In years past, CCS has told us that OLG donates the most shoe boxes—let's keep it going again this year!!!! Information, [Helen](#), 206-935-0358.

Advent Preparations - During the season of Advent, our school is preparing for Christ's birth as a community each week. Each Monday, we start the day with school-wide prayers, and on Wednesdays the 8th grade students lead prayers at our hallway Advent wreaths.

Is Santa looking for Spirit Wear? Interested in purchasing OLG spirit gear for your student this holiday season? Submit your order by xxx xx to have by xxx xx. Ho! Ho! Hot! Go Bulldogs!

CARING FOR GOD'S CREATION

As we approach the holiday season, consider where you buy your gifts for loved ones. Consider purchasing items from fair trade sources, such as our own Ethical Trade Sale this weekend. Ethical trade changes the ways conventional trade often pollutes the earth and leaves behind the most vulnerable people. By buying ethical

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trade, you support skilled farmers and artisans who are breaking the cycle of poverty and building stronger communities in environmentally sustainable

Semi-annual payments due Jan 5. Bbc: email notice to all semi's

Semi-annual payment plan due Jan. 5th

If you selected a semi-annual payment plan in FACTS, the next tuition payment will be January 5, 2019. You will receive an email/text from FACTS four days before a scheduled automatic tuition payment (depending on the Communication Settings in your [FACTS](#) profile).

Avoid Late Fees in FACTS

Here are some tips to avoid late fees:

- **View balances in your FACTS account regularly**
<https://online.factsmgt.com/signin/4C84N>
- **Make sure your FACTS communication settings are up-to-date** (text alerts and email notifications) and you are checking the alerts regularly
- **Make sure your FACTS financial account is up-to-date**
- **Enroll in Auto-Pay for Incidental Expenses.** If you have not signed up for *auto-pay* for incidental expenses in FACTS, you will need to authorize payment for each incidental invoice before the due date. Otherwise, there will be a late fee(s) charged to your account. (To make a payment, log in to [FACTS](#) and choose *Make a Payment* for each incidental invoice. Or, better yet, *Enroll in Auto-Pay*).
- If there is a past due balance on your account and your communication settings are up-to-date, you will receive a **monthly statement from FACTS** on the 1st of the month.

If you have questions about your FACTS account, please contact Laura Wong or Kimmy Fulton.

Inclement Weather - **maybe**

With reports of possible snow early next week, it is a good time to review our inclement weather process. The school's [web site's home page](#) will be updated with current information. Also, direct communications will be made through our emergency communication system. If you need to make changes to your emergency contact information on file, please let the [office](#) know.

Communicate well to existing families that are sending younger child to

OLG...*what they need to give us; and by when* to secure spot. Also, make clear that ELC rates are set separately from K-8, therefore sibling discounts/tuition assistance do not apply in Pre/Pre-K. Dan/Robyn Campbell can help edit.

Think of who has babies, seek families out

Early Jan 2020:

Referral Incentive Program

Our current families are the best advocates for the growth of our school, with inside knowledge that can only be learned through experience. This month we recognize the families that earned a \$500 referral credit for spreading the word and directly increasing enrollment. Thank you!

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- The Jenkins Family
- The Penengo Family
- The Womac Family
- The Sullivan Family
- The Christianson Family
- The Stampe Family
- The Smith Family
- The Thompson Family

January open house is coming Jan. 26th. If you know a family that may be interested in attending OLG, make sure that they come to visit our campus and that they write your name on their application. Find out more about our [Referral Program](#)

Jan 14

Catholic Schools Week 2020: Jan 26th to Jan 31st

[See all Catholic Schools Week Events](#)

OLG School Open House Sunday, Jan 26th

- **Bring your family to All-School Mass 11:00 am and Open House 9:00 - 11:00 am** - *Students wear full uniform*, then check in with your classroom teacher to receive free dress Monday, Jan 27th.
- **Encourage new families to attend the Open House** or [contact us](#) for a tour. Remind families you refer to write your name on their OLG application and you may qualify for a tuition credit next year! Find out more about our [Referral Program](#)
- **Watch for opportunities from your Classroom Rep** to earn commitment hours

Special Persons' Day Thursday, Jan 30th

Grades K-8: Invite a Special Person - *Check your child's backpack today* for a postcard invitation and details.

Details for Special Persons - Here are some details about the event for your guest.

- Please arrive at 8:30 am. Guests will be with students in their classroom and get to see first hand what our students experience every day.
- Parking is available in our gym parking lot and on 34th & 35th Ave SW or surrounding streets. *Please leave the church parking lot (south) open for those with disabilities and regular Mass attendees.*
- Special guests will go to Mass with students at 9:15 am.
- After Mass, students and special guests will part with a special goodbye.

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Jan 21st

Open House & All-School Mass this Sunday!

- **Bring your family to All-School Mass 11:00 am and Open House 9:00 - 11:00 am** - *Students wear full uniform*, then check in with your classroom teacher to receive free dress Monday, Jan 27th.
- **Encourage new families to attend the Open House** or [contact us](#) for a tour. Remind families you refer to write your name on their OLG application - find out more about our [Referral Program](#)
- **Watch for opportunities from your [Classroom Rep](#)** to earn commitment hours

1/28 & 2/4/21 (CSW): **Save the Date: State of the School Feb 24th**

2/11 & 2/18/21: **School Happenings Section:** clarification in red from past years' wording

State of the School Wednesday, Feb 24th 6:30 pm School Hall

Our school's 2020 State of the School is this Wednesday! Attend our annual meeting covering the school's budget, enrollment, and major initiatives. New families joining us for next year are also invited. Please come to be informed! Provide feedback as well through our annual [Parent Survey](#)

A free dress pass for your student(s) in K-8 will be given to families whose parents/guardians attend the State of the School (Free dress day: Monday, March 9th). Light refreshments, plus an option for [childcare](#) -- please [RSVP for Childcare](#) (check in at the school 6:15 pm). Thank you to the 8th grade parents and students for offering this childcare. While free of charge, this childcare service is a fundraiser to support the annual 8th grade give and donations are encouraged. We look forward to seeing you!

March: look at last year's newsletters for special sections for:

- Re-registration
- Homebound Drive
- Day of Service
- Internet Safety
- CYO sign ups

Changes to this year's registration process:
We are now using a new dbase called ALMA.

Benefits of ALMA:

- Cut down on paperwork for families and staff
- Updated/dynamic interface
- Combines interface for administrators, teachers, parents, and students
- Replacement for powerschool curriculum, standards, and gradebook

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- Save time and energy to be better used in the classroom
- No extra fees to you
- (former) Student Profile will be online

In-Person Learning Transition for Grades 1-5

As we ramp up for grades 1st-5th coming back in person, here are some highlights and resources to help you plan. See **Announcement**

- **OLG Re-Opening Plan** – many of your questions should be answered here!
- **Uniforms Exchange open!** We have extra inventory of sweatshirts, fleece, sweaters and boys pants. Contact Erin Pedras with a list of uniform pieces and sizes you need. More about uniforms <https://www.guadalupe-school.org/parents/uniforms/>
- **Covid Protocol – has your child shown symptoms lately?** According to King County, anyone who has symptoms and has not been tested should remain at home and away from others for:
 -
 - At least 10 days from when symptoms began
 - **AND** 24 hours after fever has resolved (without fever-inducing medication)
 - **AND symptoms has improved**

...whichever is longer

Return to school cmu

-
- Neck gators. masks vs. face coverings
- • Face shields are not in lieu of mask (only in addition)
- • Choose distance learning or in –person with x notice (trimester?)
- Day camp availability
- EDC will temporarily close during the onboarding of classrooms. More
- **Covid Protocols** – have you traveled out of state?
- school supplies. wipes, kleenex
- Choose distance learning or in –person with x notice (trimester?)
- Clarify what vacation/taking child out of school means - can't switch from in person to online and expect teacher to have all paperwork ready w/in 48 hrs
- if child is sent home from school. Cannot return the next day. Must be free of symptoms....
- K-8 pick up all north parking lot
- Keep ill persons out of school. Stay home, stay safe. This is the time to take extra precautions to protect everyone in our community.
- No classes on campus on Friday for K-5. We have found that Fridays are necessary for independent work, family flexibility, and teachers to connect with remote students. In addition, teachers need time to prepare lessons for hybrid remote/in-person curriculum. More
- Travel reminder

-- An update on travel guidance:

On Friday after our newsletter was published, Governor Inslee **rescinded the 14 day quarantine** period for out-of-state travel, instead referring to the CDC

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guidance that exists. Following this change we are updating our own policy to reflect this same state and **CDC guidance**, while reiterating that a 14-day quarantine is most effective and we still support this for your family.

"Travel increases your chance of spreading and getting COVID-19. Delay travel and stay home to protect yourself and others from COVID-19, even if you are vaccinated."

If you must travel, take steps to protect yourself and others:

- If you are eligible, get fully vaccinated for COVID-19.
- Before you travel, get tested with a viral test 1-3 days before your trip.
- Wear a mask over your nose and mouth when in public.
- Avoid crowds and stay at least 6 feet/2 meters (about 2 arm lengths) from anyone who did not travel with you.
- Get tested 3-5 days after your trip and stay home and self-quarantine for a **full 7 days** after travel, even if your test is negative. If you don't get tested, stay home and self-quarantine **for 10 days** after travel.

Please contact the school office *and* your teacher to let us know of a need to self-quarantine for out-of state travel... Many of you have already done so, but specifically updating us on your plan for these three options: best practice of a **14 day** quarantine, the "**test+7 day**", or the "**10 day**" quarantine and monitor for symptoms post-travel. Please help in letting us know in the next day or so your travel plan updates so teachers have time to prepare for post-spring break lessons.

If you are in-person, Missing school does not mean quickly pivot to remote

We have seen an increase in students reporting absent for a day from in-person learning for illness or other family needs, but then asking to be let into remote learning that day. Do not ask of your child or your child's teacher, to split their time between home/recovery needs and the learning. Whether remote or in-person, learners need to be able to focus on their school work for that day. In addition, as remarkable as our teachers are, they are not able to shift full support for the student at the drop of a hat from one mode to the other. Our attendance and absence policies (**see page 13** of our Family Handbook) continue to hold for making-up missed work and being present to our education whether in-person or in remote status.

Attendance Policy Reminder

In this season of unexpected illness and travel plans, we would like to remind you about OLG's attendance policy. It can be found on page 13 in the **Family Handbook**. *Parents must notify the school office (206-935-0651) daily* when their child is absent. Student absences must include a written notice to the **classroom teacher** from the parent or guardian and cc the school office (**Shelley Bradley** and **Laura Wong**).

In the case of extended or pre-planned absences, parents should notify teachers via email and copy the school office with the details. Your assistance is greatly appreciated!

ATTENDANCE POLICY REMINDER

The holiday season is fast approaching and we would like to draw your attention to Prep's attendance policy. It can be found on page 35 in the **Parent/Student Handbook**. Please note that there are limits to the number of non-school-related

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absences a student can have in a class. As long as we are learning virtually, students planning to miss more than two days should email their teachers as well as [Ms. Kheriaty](#) and [Mrs. Fields](#) to notify them of the absences and plan to make up any missed work. Note that final exams may not be taken early. If you have questions about your student's attendance, please contact the Attendance Office or your student's counselor.

Attendance Policy Reminders

We are tracking excused

Excused absence: teacher rcvs handwritten note or email from the parent

Parents must sign students in and out

Order Now! 2019-2020 Yearbook

\$30 for a limited time* - orders close May 22nd

Don't forget to order this collection of memories for the school year.

[Order Yearbook Here](#)

*Orders received after May 22nd will be fulfilled while supplies last at \$35 each

Note: Some families pre-ordered yearbook in October 2019. If you are not sure, check your [FACTS](#) account or, contact [Laura Wong](#).

Discounted Yearbook Orders close in 1 week!

[Order Now](#)

Grace shows us her 1st grade class

\$35 for a limited time. Orders received after May 20th will be fulfilled while supplies last \$40 cash/check

Questions? [Laura Wong](#)

Yearbook title: Don't miss out!

Last day to Order yearbook online at discount

OLG Vacation Bible Camp August 12-16

OLG Parish offers [Vacation Bible Camp August 12-16](#) for incoming Pre-K to 5th graders.

Middle school students, high school students and adults are invited to volunteer. Registration information for campers and volunteers available soon on the [parish web site](#).

Please consider these summer options.

[OLG Summer Camps June 18-22nd](#) - Taught by our own OLG staff. All grades.

[OLG Vacation Bible Camp June 25-29th](#) - Preschool to 5th Grade

[Kennedy Summer Band Camp July 9 - 13th](#) - One year experience required.

Other Summer Program Options

- [CYO Camps](#) - Don Bosco, Hamilton, Nanamakee
- [Summer School at St George](#) June 25th-July 27th

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West Seattle Thriftway Cash Back

West Seattle Thriftway (4201 SW Morgan St) will refund 1% of all purchases through their Cash Back for the Community program. **Save your receipts and bring them to the collection box in the office.** Get your family and friends involved too! Thank you for supporting our school!

Fred Meyer Cash Back

You can earn cash for OLG school just by shopping with your Fred Meyer Rewards Card! Ask neighbors, friends and family to sign up to help OLG. [It's easy!](#)

You still earn your Rewards Points, Fuel Points, and Rebates, just as you do today!

- Scrip / Box tops

Please continue to use [Scrip](#) to support our school, but please remember when ordering Scrip to not order physical cards at this time as there is no one available to distribute them. Contact the [Scrip Team](#) if you have questions.

- **Time to turn in Box Tops!** Please drop off labels from Box Tops products at the school office or in the container by the church library **during the month of February**. To learn more, [find more here](#) or [visit our web page](#). We appreciate your time and participation! **Erin Pedras**

SHOP WITH SCRIP and earn Cash for the School!

Use Scrip gift cards to make purchases from your [favorite retailers](#) and earn money for the school. And order gift cards to thank teachers, friends, service providers, family, etc. [Scrip Order Forms](#) are the first Friday of each month to the school office. [Learn more](#) about ordering scrip and how these simple purchases gives us money towards our annual goal!

Plan for year on policy reminders:

- Uniform – sep 21
- **Volunteer jobs available.** *Reminder on what positions are open on PO. And also check with teachers on volunteer jobs available.*
 - *How to log commitment hours.*
 - *Hours accumulate from May 1st to April 30th*
 - *Unmet hours will be charged at the rate of \$25 per hour*
- FCE protocol
- cold/flu season tips
- **uniform dress code** – what, why, pics of do's and don'ts
- STEM
 - How we go beyond stem
 - We focus on writing and reading
 - Collaborating of teachers; integration of topic with different teachers (science, history, math, lit)
 - Work on it throughout olg, really shows in middle school: gardening, writing groups
 - Beth – integrated tech
 - Our curriculum philosophy

School Newsletter Communication Plan

- cell phone
- Reminder for Thriftway rcpts, FM.
- Weather-related Alerts!
- school commission
- Bring in your old markers for recycling - thank you Girl Scout Troop 43305!

Pic of 8th grade class to lead into graduation and light of leadership mass

May 27th – pic of 8th graders then and now. Details about grad week
Refer to facebook videos

FACTS

2021-2022 FACTS Tuition Agreement Update

FACTS agreements for next school year will be finalized in the coming days. Watch for an email from FACTS confirming your payment schedule. (Your payment schedule will also be accessible in [FACTS](#)). Monthly tuition payments begin July 5, 2021.

- [2021-2022 Tuition Summary](#)
- [More about FACTS](#)

June

- Jump “in” to new grade week
- Summer packet info
- Summer camps
-

Report cards to be emailed

Hard copy of report card and Maps results to be mailed home by ?

School library books can be dropped off at the front desk on Monday 8:00 am-4:00 pm, or at [Returns and Final Pick up](#). If you are not sure if your child has a library book, there is a printout available by the front desk, or contact [office staff](#).

Rtn Cyo uniforms under cyo section

p/u meds: **Please pick up Medications**

If your child has medicine stored in the school office, please make arrangements to pick it up

Last chance to pick up Lost and Found

Please stop at the front office to look for missing items...they'll be given to our friends at St. Vincent DePaul after the school year ends.

Save the Date (separate section)

Wednesday, August 25th

[School Supply Drop off](#) 5:30-6:30 pm

[ELC Orientation](#) 6:00-7:00 pm

Join us to connect with other OLG families, greet your child's teachers, drop off school supplies, uniform exchange and more! School supplies lists and other enrollment forms will be available on our [web site](#) this summer.

Tuesday, September 1st

[First Day of School](#) (noon dismissal, no pm EDC)

School Newsletter Communication Plan

All details for these back to school events will be updated this summer [here](#)

FACTS

2020-2021 Wrap up

If you have *invoices outstanding* in the 2020-2021 school year, please make sure the **remaining balance** is paid ASAP. (Any *credit balances*, from 2020-2021 will be applied to the first tuition payment of 2021-2022).

The last tuition payment for 2020-2021

2021-2022 FACTS Tuition Agreement Update

FACTS agreements will be finalized next week. Watch for an email from FACTS confirming your 2021-2022 payment schedule. Your payment schedule will also be accessible in **FACTS** (make sure you select the school year 2021-2022). Monthly tuition payments begin July 5, 2021.

- [2021-2022 Tuition Summary](#)
- [More about FACTS](#)

Contact [Laura Wong](#) or [Anton Kramer](#) with questions.

[Join our OLG Parent Group](#) on Facebook!



Office Summer Hours

The school office is currently running on our summer schedule which means staff are periodically checking messages, but doors are open by appointment only. You are welcome to contact us via email but please note that we may not be able to respond right away. We will return to more regular operating hours on August 17th.

FACTS questions: Through the summer months, the office will have limited hours. Please remember that any payment questions or concerns can be handled with FACTS at 1-866-441-4637.

Summer hours: July 1st to Aug 17th. – check messages as above

We will check messages regularly July 1st to Aug 17th, 2018

School Newsletter Communication Plan

We will be in the office 9am to 3pm June 18 to 29th and August 20th to 31st, 2018.

FACTS to Know

You will receive an email/text from FACTS four days before a scheduled automatic tuition payment (depending on the Communication Settings in your [FACTS](#) profile).

- Annual payment plan -- Tuition due September 5th
- Semi-annual payment plan -- Next tuition payment will be January 5th, 2019
- Monthly payment plan - Tuition due the 5th of each month

[Check your FACTS payment schedule](#)

Questions about FACTS? Contact [Laura Wong](#) or call FACTS at 1-866-441-4637 (24x7)