

## Footsteps Newsletter Volume 10 Issue 2

**Meet the teacher and supply drop off nights!** Come at 6 PM tonight or tomorrow with your student (if at all possible) to bring supplies to the classroom, meet the teacher and learn more about policies, practices and procedures! We will begin the evening in the gym, which is located through the glass doors of the Siena Center. After meeting the faculty and hearing about our policies, you will have the opportunity to go to the classroom to meet the teacher and drop the classroom supplies off. The office will be open to drop off forms, pick up forms, make payments or to ask questions. Stop in at any point after the initial meeting in the gym!

**Below are the student orientation times.** Students should be brought into the building and signed into the classroom. Doors will open around 7:55 AM. The dismissal for 8/21, 8/22 and 8/23 will begin at 10:45 AM. We will bring the students to the car line which will form on each side of the building (see below for more details). Dismissal on 8/26 and 8/27 will be at 10:45 AM for those enrolled in the half-day program and 2:45 PM for those enrolled in the full-day program. There is be no lunch period for full-day students until 8/26. There will be no EXTENDED DAY available until 8/28. The regular school schedule will begin on 8/28.

PK1				
8/21/24	8/22/24	8/23/24	8/26/24	8/27/24
Wednesday	Thursday	Friday	Monday	Tuesday
Shaley	Elena	Liam	Elena	Aurelia
Sadio	Aurelia	Wyatt	Shaley	Julian
Alva	Julian	Noelia	Sadio	Liam
Cody	Theodora	Kiran	Alva	Noelia
Blake	Phineas	Amelia	Blake	Phineas
Claire	Jameson	Kassiah	Cody	Kiran
		Jamison		
Layla	Callie	A	Wyatt	Theodora
			Amelia	Jameson
			Claire	Kassiah
			Jamison A	Layla
			Callie	

8/21/24	8/22/24	8/23/24	PK2	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Cora	Davis	Veyda		Alfie	Davis
Alfie	Caiden	Hank		Caiden	Veyda
TyRi	Enzo	Carsyn		Enzo	Hank
Lane	LaQuayle	Blakely		Carsyn	TyRi
Shaylynn	Israel	Mia		Shaylynn	Lane
Xavier		Jayla		Xavier	Blakely
				Israel	LaQuayle
					Mia
					Jayla
					Cora

8/21/24	8/22/24	8/23/24	PK3	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Zayleigh	Josiah	Levi		Zayleigh	Levi
Samiya	Henry	Brielle		Samiya	Kyler
Kyzer	Kyler	Jaleah		Josiah	Brielle
Nasir	Mylaia	Asher		Henry	Jaleah
Jesus	Ava	Rye		Kyzer	Mylaia
Bryson	Izellah	Amadeus		Nasir	Jesus
				Ava	Asher
				Bryson	Rye
				Izellah	Amadeus

8/21/24	8/22/24	8/23/24	pk4	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Antonio	Darryl	Liam		Darryl	Leo
Calihan	Leo	Zeke		Elijah	Brooks
Brooks	Elijah	Declan		Calihan	Liam
Jovon	Marcus	Jenson		Antonio	Zeke
Gabriel	Ava	Zoey		Jovon	Declan
Celiciana	Aria	Khari		Gabriel	Jenson
Mason	Isabella	Amirah		Marcus	Ava
				Khari	Aria
				Zoey	Celiciana
				Isabella	Amirah
				Mason	

8/21/24	8/22/24	8/23/24	pk5	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Alaya	Joselyn	Quilah		Alaya	Joselyn
Lailani	Khloe	Rainbow		Lailani	Quilah
KJ	Tayden	Joseph		Rainbow	Khloe
Kylan	Christopher	Elisha		KJ	Joseph
Elijah				Tayden	Elisha
				Kylan	Christopher
				Elijah	

8/21/24	8/22/24	8/23/24	pk6	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Kaiya	Valyrie	Alli		Kaiya	Alli
Jahlil	Weston	Jaiden		Jahlil	Valyrie
Carter	Cruz	Shakur		Shakur	Weston
Alexander		Anastasia		Jaiden	Carter
				Alexander	Anastasia
				Cruz	

8/21/24	8/22/24	8/23/24	PS1	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Carter	Blair	Solomon		Carter	Solomon
Jack	Karys	Henry		Karys	Henry
Jordan	Samuel	Angelo		Angelo	Blair
Skii	Evelyn	James		Jack	Skii
				Jordan	Samuel
				James	Evelyn

8/21/24	8/22/24	8/23/24	PS2	8/26/24	8/27/24
Wednesday	Thursday	Friday		Monday	Tuesday
Bryson	Annalesa	Avianna		Camille	Avianna
Bennett	Kainan	Bellamy		Annalesa	Bellamy
Camille	Ezra	Salem		Kainan	Kahmya
Kahmya	Nyomi	Marcello		Bryson	Salem
Madden		Brandon		Madden	Bennett
Leonor				Ezra	Asher
				Nyomi	Brandon
					Leonor

New this year!! All students will be **required to be signed in and out** on both digitally AND on paper. There are new requirements that we must adhere to so please be patient as we assist everyone in learning the system. In order to avoid congestion, we have assigned classrooms to different tablets in the building, however you may sign in on ANY tablet or on your phone. In order to sign in using your phone and a QR code, you must stop by the office or email us to set you up. Once you are set up with the app it will be something you can do easily anywhere in the building or even in your car. PK1, PK3 and PS1 will be signing in at the lobby area. PK2 will sign in near the Extended Day exit and all other rooms will sign in at the classroom.

Faculty members will teach you how to use the tablets or your app on the student orientation days or on Meet the teacher nights.

## Odds and Ends

Procure- we currently use Procure to communicate our newsletters, general communication and classroom communication. We are not pleased with some of the Procure system features and are currently seeking a new communication system. Stay tuned!

Yellow Folders- Will go home periodically. These are folders sent to you from the office and must be returned. If you need two sets due to shared parenting, let us know.

Office Newsletter- Will be sent monthly via Procure or other communication system.

School Hours- The school day begins at 8 AM and ends at 2:45/3:00PM (pick up window) unless your child is in the half-day program. The half-day ends at 10:45AM/11 AM (pickup window)

How to drop off- Please enter the North Haven parking lot and park in a lined spot. DO NOT PARK in the fire lane during the AM. Travel slowly in our lot as many people will be walking. Enter through the glass doors of the Siena Center. The main school door in the lobby will open at 7:55 AM. Once opened, proceed into the building and assist your child in washing hands. Sign your child in both on paper at the classroom and also on the tablet or your phone.

How to pick up- Please follow the directions on the back of the "license plates" which we will give you at Meet the Teacher night. Pick up for PK6/PS1 and PS2 will be on the Lockwood side of the building. All other classes and AM dismissal will take place on the North Haven side large parking lot. **Please be patient for the first few weeks as everyone learns the system.** If your child is in PK2 or PK3, please park in the middle of the lot and do not join the line until 2:55 PM as those classes will dismiss a little later as to avoid congestion in our lobby. Pick up is not a good time for a mini conference. Please park and wait until dismissal is nearly over and your child's teacher is available to talk. Please do not congregate around the glass doors unless you have walked. Everyone else should join the car line. It goes quickly when everyone follows the directions on the back of the color coded license plates.

Sick child-Please call the office or message the teacher if your child is sick. In order to return, your child must be fever and symptom free for 24 hours without the use of medication to reduce the fever or symptoms.

Closings/Delays- We follow Washington Local for closings and delays

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**All physicals, birth certificates, dental forms and immunization records must be received by 09/20/24 in order for your child to continue attendance. If your child needs to submit a birth certificate or any other item necessary for a grant, that is due immediately.**

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## Extended Day and FAQ's

Extended Day hours will begin Wednesday August 28th. 6 AM-7:45 AM and 3 PM-6 PM. You do not need to reserve this service in advance. Just show up or let the classroom teacher know when it is needed. The charge is \$6/hr and is rounded to the 15 minute. Billing is done weekly and added to your account. You can view your account online through Procure.

JFS/PFCC- If you have a case or wish to apply for publicly funded childcare benefits, please be aware that cases must be open and care must be transferred by the first orientation day at the latest or you must be in communication with Ms. Huber about the status of your case. If the case is not transferred you will be billed the private pay rate until a case is in place. Questions? contact Ms. Huber ehuber@stcatherineearlyed.org

ODE Grants for Ohio children- We do not have any grant slots at this time

Parish Active Parishioner Scholarships-YOU must apply for these each year and are responsible for following up with the school office on the status of your application.

Tuition- is a set amount for the year broken up into 10 monthly payments. Payments are due on the first Friday of each month unless autopayments are set up in advance. The first payment is due 8/2/24. If you have not paid for August, you may be at risk for losing your child's spot. Please contact the office to make payment arrangements.

Procedures/Rules/Policies- Be on the lookout for the next newsletter which will review important information. The handbook is being updated to reflect changes made at the State level.

Clothing- Please do not buy fancy clothes. Play clothes which may get dirty are perfect for exploring and learning! Our only dress code requirement is closed-toed shoes for protection of little feet.

Lunch Program- You may pack lunch for your full day student or you may utilize our hot lunch program. Lunch will be **\$2.90** this year with an opportunity to apply for free and reduced prices. Order forms will be available on Parent Orientation Night! Free and Reduced price applications will also be available. If you receive SNAP benefits, you are most likely already approved.