

August 20, 2009



www.providencemontessoriky.org

Please see our web page for current Providence postings

A Message from the Director

I would like to personally welcome all of our new and returning students and families to the beginning of another school year at Providence! The first few days of school are exciting times: greeting old and new friends, meeting teachers, and beautiful materials waiting to offer learning challenges. I love standing at the front door in the mornings and seeing the children's smiles as they arrive, eagerly anticipating another day of school. Thank you for your efforts in assuring that students come to school well prepared and ready to learn. A good night's sleep, a healthy breakfast, and arriving on time set the tone for a successful day.

We are continuing to refine our arrival and dismissal procedures each day. Once we complete the Primary Orientation schedule, we will be in full swing. This means more traffic coming in and out of our drive and building. To help facilitate a smoother flow of cars, we will call students to the curb at dismissal via a walkie talkie system. Cars will be directed by a staff member to pull up to a color coded cone. Your child will meet you there. Please remain in your car to assure that the cars behind you can move forward. If for some reason you need to come inside, please park in the lot and walk in. Remember that dismissal for Elementary is at 2:45 p.m. with Primary following at 3:00 p.m. Primary parents arriving before that time will be caught in the elementary car line so it's best to wait, rather than arrive early. Please be patient with us, once we have everything tweaked, it will run like clockwork!

You may have noticed that we have a new reception desk in the front foyer. One of our staff members, Jennifer Pederson, is available to assist you in the mornings at the desk. Jen is more than willing to assure that hesitant children make it to the classrooms; she can deliver forgotten items to the classes and take messages to pass along to teachers. If for some reason you need to go to the classroom, please remember to sign in. This will assure the safety of everyone.

I appreciate all of the warm wishes and words of encouragement as I start my tenure here at Providence. I know it is going to be a wonderful experience. If I can be of assistance to you, please let me know. You can stop by, call or email me at carol.hiler@providencemontessoriky.org

Best wishes for a great year!

Carol Hiler, Director

After School Classes for Elementary – Please watch for more information to come home soon.

September 27, Sunday - The 4th Annual FAAB Bash! Please plan to come and bring the entire family. We need donated items for our silent auction and raffles. The day will be filled with a Cake Walk, Karaoke, Music, Silent Auction, Raffles, two different size inflatables and much more. More information to come..... You can contact Jennifer Pederson at her email below.

Morning Arrival/Carpool Drop off and the before school program: Our school day begins at 8:15am. There will be staff in the front helping with carpool from 8:15am - 8:30am. If you arrive early (7:45am - 8:15am) your child will be sent to the before school program, which is located in Haley Hall. At

8:15am the children are released to their classrooms. The before school program is included in the tuition for the Primary All Day program. If your child is in Elementary and you have not signed up for the before school program you will be billed on a drop in basis at the rate of \$3.00 a day. Please be patient while we work through the "kinks" and all of our new parents learn the routine. If you arrive prior to 8:15am (beginning of school) please do not sit in your car in the carpool line, unless you are dropping your child off for the before school program. You can proceed to the parking lot and wait until 8:15am and let your child enter school at that time.

Observations: Some parents have expressed an interest in observing in the classroom. We will begin parent observations on Thursday, October 1st. This time frame gives your child the time they need to be orientated to the environment, staff, and the other children in the class. We have an observation calendar in the office if you would like to schedule a time to observe. It's important for you to call and schedule your observation in advance, as we have new parent orientation tours starting in October too. Jennifer, Joellen or Mrs. Hiler will be happy to help you. The school phone number is 255-7330 or feel free to email (see below).

****"Thursday Mail" will be sent out only via email in a few weeks. If you are **NOT** receiving an email from info@providencemontessoriky.org (NEW) then please email this address so we can get you added to the master list. This is VERY important for you to keep informed and updated.

There are still several of you that have not turned in your paper work. Please send this into the office or drop off at our new front desk at the entrance of the main building.



Please watch your speed on Clyde and Texaco. The speed limit is only 25 mph. The police monitor Clyde Street on a regular basis and they aren't shy about writing tickets.

Instructions to order Innisbrook – Reminder Innisbrook is one of our largest fundraisers at Providence.

The only items you should return to Providence are checks and the printed voucher. The deadline for entering orders is **FRIDAY, SEPTEMBER 18TH**. Please follow the EZ Order Entry instructions below: Our school number is 115729

- ❖ Go to innisbrook.com
- ❖ Access EZ Order Entry
- ❖ Enter your innisbrook school order – EZ Order Entry
- ❖ Follow the instructions to enter item numbers and quantities from your order form.
- ❖ Once you submit your order, print the voucher. Return your voucher and payment to Providence in the money collection envelope. ***Put your order form in a safe place. You will need to deliver the products.
- ❖ Questions about EZ Order Entry? Contact Innisbrook Customer Service 1-877-525-5608.

*******REMINDER:** You need to return your **VOUCHER** and **PAYMENT** in the money envelope.

EZ Order Entry Saves paper and helps volunteers

Carol Hiler: Director, carol.hiler@providencemontessoriky.org

Joellen Kuhn: Assistant Director/Admissions, joellen.kuhn@providencemontessoriky.org

Jennifer Pederson, Administrative Support, jennifer.pederson@providencemontessoriky.org

Marialyce Gradek, Business Manager, marialyce.gradek@providencemontessoriky.org

Please feel free to contact any of the office staff with any questions at the above NEW emails.