

August 27, 2009



# Thursday News

\*\*\*[www.providencemontessoriky.org](http://www.providencemontessoriky.org)\*\*\*

Please see our web page for current Providence postings

**September 27, Sunday - The 4<sup>th</sup> 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.

\*\*\*\*"Thursday Mail" will be sent out only via email in a few weeks. If you are **NOT** receiving an email from [info@providencemontessoriky.org](mailto:info@providencemontessoriky.org) 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.

**Kroger** - Using your Providence Kroger card is an important part of our fundraising program. It costs nothing and Providence makes 4% of EVERYTHING you spend including gas. If you do not have a Kroger card and would like to purchase one, please stop in the office to get your card. Our goal is \$1,000.00/month. This is a very reachable goal for a school our size. Thank you for your support!

**Flu season** - The flu season is upon us. There are lots of predictions for the upcoming year regarding the flu. We are taking some extra precautions at school in our common areas and in the classrooms to keep our environment as clean as possible. Below are some easy ways to be proactive in keeping the germs at bay and suggestions for keeping the flu and other illnesses to a minimum for the upcoming school year.

- ❖ Please remind your child to wash their hands; keeping hand sanitizer in your car can also help
- ❖ Sneeze and cough in the crease of their arm or into a Kleenex
- ❖ Avoid touching your eyes, nose or mouth
- ❖ Flu-like symptoms include fever (usually high), headache, extreme tiredness, dry cough, sore throat, runny or stuffy nose, muscle aches, and sometimes diarrhea and vomiting
- ❖ For treatment, antiviral drugs work best if started within the first 2 days of symptoms
- ❖ Please keep your child home for at least 24 hours after symptom free

If you have question for the office, do you know who to call or email?

**Carol Hiler:** Director- Day to day operations of the school (maintenance, programs, financial) staff management, communications & community relations.

**Joellen Kuhn:** Assistant Director/Admissions – Admissions (Toddler, Primary & Elementary), Thursday Mail, After School Programs, Maintenance of Staff /Parent databases, Organizes and Schedules New Parent Orientation Tours.

**Jennifer Pederson**: Administrative Support – School Forms, Fundraising liaison, immunizations records and website support.

**Marialyce Gradek**: Business Manager- Receipts, Tuition Questions and Collection, SMART tuition, Annual Giving,

Carol Hiler: Director, [carol.hiler@providencemontessoriky.org](mailto:carol.hiler@providencemontessoriky.org)

Joellen Kuhn: Assistant Director/Admissions, [joellen.kuhn@providencemontessoriky.org](mailto:joellen.kuhn@providencemontessoriky.org)

Jennifer Pederson: Administrative Support, [jennifer.pederson@providencemontessoriky.org](mailto:jennifer.pederson@providencemontessoriky.org)

Marialyce Gradek: Business Manager, [marialyce.gradek@providencemontessoriky.org](mailto:marialyce.gradek@providencemontessoriky.org)

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

### **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 18<sup>TH</sup>**. Please follow the EZ Order Entry instructions below: Our school number is 115729

- ❖ Go to [innisbrook.com](http://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**

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