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St. Philip Lutheran

July 2022

Dear St. Philip Families,

On behalf of the teachers and staff of St. Philip Lutheran School, we welcome you to our 85th consecutive year. Now, more than ever before, we are committed to living out our mission of Growing, Serving, and Sharing Christ!

To complete your registration, please fill out the forms indicated below and return to our school office (M-F 8am - 3pm) or at our Back to School Night. We thank you in advance for your help in making sure we have the most up-to-date information on file.

Please note the following information:

1. **Back to School Supply Drop-off & Meet the Teacher Night** Thursday, August 18th - 5:30 - 7:00 p.m.
2. **Opening Worship Service, 3rd Grade Bible Presentation & Backpack Blessing** Sunday, August 21st at 10:00 a.m. This service will be held outside in the school parking lot. Join us afterward for ice cream and fellowship.
3. **Classes begin on Wednesday, August 24th** at 8:30 a.m.
4. **School Time Schedule** - Doors open for Preschool through 8th grade students at 8:15 a.m. Class begins at 8:30 a.m. and dismisses at 3:00 p.m. Extended care is available from 7:00 - 8:15 a.m. and 3:00 - 6:00 p.m.
5. A **Birth Certificate** for students entering Kindergarten or school for the first time is required by state law. If you are new to St. Philip, please bring a copy with you to Back to School Supply Drop-off & Meet the Teacher Night.
6. **As required by law**, we have enclosed the notification letter required by the EPA in regard to friable and non-friable asbestos in our church and school. Please contact Principal Tennis if you have any questions.
7. **Medical forms** will be required for the following:

Students entering Kindergarten & 6th grade for the 2022/23 school year will need a physical (a form is attached to this email for your convenience and additional copies are available in the school office).

Students taking part in the sports program must have a PHYSICAL examination form and a \$50.00 athletic fee is to be turned in no later than September 1st.

Students entering Kindergarten, Second & Sixth grade must have a DENTAL examination form turned in no later than October 1st (the form is attached to this email for your convenience and additional copies are available in the school office).

All students entering Kindergarten or school for the first time must have a VISION examination form turned in no later than October 1st (the form is attached to this email for your convenience and additional copies are available in the school office).

8. **Tuition Payments**...For grades K-8, educational fees and any registration fees not yet paid, will be deducted from the account you have on file with FACTS during the month of August. Tuition will begin to be deducted in September.

For our preschool families, registration (if not yet paid), fees (\$35), and one week of tuition will be collected in August. Normal tuition billing will begin in September.

Please be sure you have registered your family with FACTS <https://online.factsmgmt.com/signin>. In this site you will be setting up your tuition payment plan. All families must enroll in the program.

If you have not completed your entire FACTS enrollment and received a confirmation that it has been completed by August 5th you must submit your registration payment and all educational fees to the office on or before August 22nd.

9. **The Directory Information Form** - If you are a returning family and have NO changes to your information, you do NOT need to fill out this form. Please review and resubmit the form to us ONLY if there are changes. New families, please complete the form in its entirety.

10. **Concussion Information Sheet** - All families should sign the form each school year.

**REGISTRATION FEES AND FORMS MUST BE COMPLETED AND TURNED IN BEFORE
THE FIRST DAY OF SCHOOL-AUGUST 24TH.**

In Christ,

Mrs. Donna Tennis