



IMMACULATE CONCEPTION SCHOOL  
218 EAST MERRIMACK STREET  
LOWELL, MA 01852  
978-454-5339  
(fax) 978-454-6593  
www.icslowell.com  
email: icslowell@hotmail.com



August 2017

Dear Parents and Guardians:

I hope you are enjoying your summer. It seems unreal that we are less than 4 weeks of returning back to school. Below is important information for you to know as we begin the new school year.

We want to welcome back all our faculty and staff. We currently have one PK4 class and Mrs. Chretien and Mrs. Battaglia will be working together. Mrs. Connor and Mrs. Normandin will both be teaching grade 4 and Mrs. Buckley and Mrs. Regnery will both be having grade 7 homerooms.

PK 3 YEAR OLD MORNING PROGRAM WILL STILL TAKE PLACE AT THE CHURCH. THE AFTERNOON PK KIDS CLUB PROGRAM WILL TAKE PLACE AT THE SCHOOL IN THE KINDERGARTEN ROOM. TEACHERS WILL BRING THE CHILDREN OVER TO THE SCHOOL WHO WILL ATTEND THE AFTERSCHOOL PROGRAM. As of this time, PK 3 year old students should bring a lunch to school. We will have pizza days and other lunch available. Mrs. Mercuri will fill parents in about the lunch program.

The school day will begin at 7:45 a.m. with morning prayer prayed over the microphone system for grades PK4-Grade 8. Class instruction will begin promptly at 8 a.m.

**School will begin for grades 1-8 on Tuesday, August 29.** This will be a half day of school. Dismissal will be at 11:30 a.m. **There are no p.m. busses during the first week of school (August 29, 30 and August 31) so please make arrangements for students to be picked up at 11:30 A.M.** We will also be offering Kids Club this week from 11:30-5 p.m.

**Wednesday, August 30 there will be an Open House for grades PK3, PK 4 and K classes. You can bring in your child's supplies for these grades and meet the teachers. PK 3 will be at their classroom under the Church. Please park in the Church parking lot which is located by the Lowell Memorial Auditorium. PK 3 Open House will be from 8:00-8:45. PK 4 will be held at the school from 8:00-8:45 and K will be from 9:00-10:00. You can park in the Hospital Parking Garage as well for easy access in and out.**

**Thursday, August 31 will be a half day for Grades 1-8 with dismissal at 11:30 a.m. and Kids Club will be available until 5:00 p.m.**

Friday, Sept. 1 and Monday, September 4 the school will be closed for Labor Day. **Full sessions will begin for the entire school on Tuesday, September 5.** Please see the enclosed Tentative Calendar for more information.

**There will be a mandatory parent meeting on Tuesday, August 22 at 6:00 p.m. in the school cafeteria.** Each family will receive a packet that evening which will include all emergency forms, calendar and a hot lunch menu and paperwork needed for the first day of school, August 29 for grades 1-8 and Sept. 5 for PK and K. **Hot Lunch will start on the day after Labor Day, Tuesday, Sept. 5.**

**Please use the monthly calendars as your planner rather than your tentative calendar. The information will be more current. The tentative calendar is good for planning vacation time and holidays.**

**LUNCHES:** The children really enjoyed the “First Class Catering” Lunch Program and therefore, we will continue to offer hot lunch through this company. Please make sure that if you plan to order hot lunch that order forms must be in on time. **THERE IS NO REFUND FOR PRE-ORDERED FOOD. IF A CHILD IS ABSENT FROM SCHOOL ON A DAY THEY ORDERED FOOD, THERE IS NO REFUND. REFUNDS WILL BE GIVEN ON SNOW DAYS ONLY. TEACHERS HAVE BEEN ASKED TO ALERT PARENTS NOT TO ORDER FOOD ON FIELD TRIP DAYS.** Please pay by check or money order. Please make checks payable to **FIRST CLASS CATERING. NO LATE ORDERS CAN BE ACCEPTED.** Students in grades 4-8 may also have a special privilege on Friday to purchase a soda for \$1 with their pizza. This will be sold separately.

**Open House for PK and K students:**

Pre-K (age 3, 8:00-8:45) and Pre-K (age 4, 8:00-8:45) will hold an Open House on Wednesday, August 30. Kindergarten will also have an Open House on Wednesday, August 30 (9:00-10:00). Children may attend with their parents. **YOU MAY WANT TO PARK IN THE HOSPITAL GARAGE OR DOWN BY THE CHURCH SO YOU CAN EASILY GET OUT WHEN YOUR SESSION IS COMPLETED.**

**TUITION**

Please note that all families in K-8 should have put down the \$200 deposit fee and then a balance of \$360 per month. For Pre-kindergarten families a deposit fee of \$350 should have been received, this will then leave a balance of \$130 per week(35 weeks) for the school year. For K-8 families there is a 10-month payment (July-April). Most families have already submitted their July and August payments. If you have not done so, please submit this now.

**JUST A REMINDER:** No student can return to ICS unless all tuition is paid in full from the previous year. Pam (our bookkeeper) has been in contact all summer with families who may have outstanding tuition. **We are a tuition-**

**based school and all expenses for staff, faculty and facility are maintained by these projected funds.**

PLEASE NOTE: TUITION MUST BE PAID WEEKLY BY PRE-K FAMILIES UNLESS OTHER ARRANGEMENTS WERE MADE. Families of K-8 students must be monthly (July-April) or in full-payment. PLEASE BE AWARE THAT THE FIRST OF EVERY MONTH IS THE DUE DATE THAT TUITION PAYMENTS ARE DUE. We do not send out monthly statements unless requested.

### **HANDBOOK**

We ask each family to read the 2017-2018 Handbook which is located on our website...[www.icslowell.com](http://www.icslowell.com). If you do not have access to a computer, please let the school office know and we will run off a hard copy for you. All parents must sign a form stating they have read the handbook and will agree to follow the policies and procedures of the school. If you do not sign this form, your child cannot attend our school.

### **SPECIAL CLASSES**

Teachers will be notifying you of special class days such as Music, Gym, Computer, Spanish, and Art classes. On gym days students may wear their gym uniform.

### **ICSPA**

**As of now, we have not had anyone step up to oversee our parent organization. If you are interested in being president or co-president, please let me know. I will be glad to meet with you and help you in anyway. If you would like to know more about the position, please call the office at 978-454-5339.**

You will be receiving a volunteer form to help with events that we do in the school. **We ask each family to donate their time to 1 activity.** Many hands make light work and if we all pitch in we will be able to make our school even better. Everyone's time is precious so that is why we ask each family to volunteer to help for 1 activity. If we don't hear from you, we will be calling you.

**BUSSING**—If you have not signed your child up for bussing, please call the Lowell Public Schools to register them and tell them they will be attending our school. All Lowell resident students ages 5 and over may take a bus. Our students are always on time when they take the bus in the morning and parents have expressed happiness about the afternoon change of having the bus children dismissed at 1:45 p.m. and arriving home within 45 minutes. PLEASE NOTE THAT ON MOST HALF DAYS THERE IS NO 11:30 BUSSING. There may be a few exceptions when we take half days on a Wednesday when the public schools also have this day a half day. We will not take all the Public School half days....please watch calendar for dates.

## **SPORTS**

**Thank you to Mrs. Shemchuk and Mrs. Conlin for stepping up to help with the sports program. We may be looking for help to monitor at the Volleyball Games and more information will be coming when we receive the schedule.**

**If your child is in grades 5-8 and would like to participate in sports, please have them complete the Concussion Video required by the EAA League. All students and parents of students must watch this video in order for a child to participate in sports. After child and parent have watched the video separately you must print out separate certificates which state your name and submit it to the office. No handwritten names can be on the certificates. This would help a great deal if all athletes did this in August. THE WEBSITE FOR THE VIDEO IS [www.cdc.gov/concussion/HeadsUp/online training.html](http://www.cdc.gov/concussion/HeadsUp/online_training.html).**

**If anyone is interested in coaching, you must also take a Coaching Course. More information will be giving out at the Parent Meeting on August 22<sup>nd</sup>.**

**UPDATED CALENDAR** Enclosed is an updated school calendar.

## **IMMACULATE CONCEPTION PARISH PICNIC-SAVE THE DATE**

**IC Parish is having their yearly picnic on Saturday, September 16 from 12-4 p.m. Raindate will be Sunday, September 17 from 1-5 p.m. More information will be coming. WE ARE SEEKING PARENT VOLUNTEERS TO HELP SET UP, CLEAN UP AND RUN SOME GAMES AND ACTIVITIES. More information will be coming.**

## **SUMMER READING AND MATH PACKETS**

**Just a reminder all students in grades K-8 should be working on their reading and math packets. If your child lost or did not receive this packet, please email the school office office or call and leave a message. We will be glad to mail out another copy or you can pick one up in the office. Also, each student in grades PK-8 has a supply list. If you did not receive it, please check the website [icslowell.com](http://icslowell.com).**

## **GOOD NEWS**

**We did make enough money to pave our parking lot. This will be done the week of August 7-14th. I am so grateful to the parents and parishioners who contributed to this project. We look forward to having a safer playground area.**

**If you have need for further assistance, please feel free to call the school office. During August summer hours will be Monday-Thursday from 9:00-1:00 p.m. if you need anything. Enjoy the rest of your summer! God bless you all!**

**Sincerely,**

**Catherine Fiorino, Principal**