



July 2018

Dear Carbon Valley Academy Preschool/Pre-kindergarten Families,

It is the start of a new year and we are excited about having your child enrolled with us. We would like to extend a warm welcome to the families that are new to CVA and let our returning families know we have missed you and are eager to have your child in our classrooms again this year. Included in this letter are important dates and reminders to help you prepare for the upcoming school year.

REQUIRED FORMS

Every child must have the following forms on file prior to the first day of school.

- Enrollment Packet
- Immunization Record (Needed **BEFORE** your child can start school)

I will be finalizing your child's file with you during our Open House. Any missing forms will be given to you to fill out at this time.

SCHOOL SUPPLIES

School supply lists are attached with this letter. Please bring your child's school supplies to the open house. If you are unable to find a school supply item, you may leave it off your list and help us replenish supplies as we progress through the year. Our cup dispensers only hold 5 oz. cups so if you cannot find them, do not purchase the 3 oz. ones instead, just leave that item off your list. If you have multiple children and would like to distribute the school supply expense, we will be asking for paper towels, 5 oz. Dixie Cups and miscellaneous supplies throughout the school year when our supplies are low. Just watch for postings located near the classroom sign in/out boards. Every child is required to bring a backpack large enough to fit a 9" by 12" folder to school with them each day. CVA participates in the Crayons to Calculators program which provides a backpack filled with school supplies to students that need one. If you are unable to provide a backpack and/or school supplies for your child, let me know and the needed items will be supplied for your child. School supplies are shared items and you do not need to label them with your child's name.

OPEN HOUSE

Our Open House will be held on Thursday August 16th at our Preschool campus located at 157 5th Street. Students and their families may attend anytime between 9:00 a.m. and 11:30 a.m. Please bring the following items with you:

- All Enrollment paperwork that has not been turned in
- Current immunization record (if not turned in yet)
- School supplies
- Change of clothes in a zip-lock bag labeled with your child's name. (We prefer that you send pants, sweats, leggings, t-shirts, underwear and socks. (NO SHORTS OR SKIRTS OR DRESSES) This way you will not have to change them out when the weather gets colder.)

FIRST DAY OF SCHOOL

Our preschool staff will be at our elementary school campus on August 15th helping transition students into kindergarten. Our first day of school will be on Monday August 20 for students attending our M, W, F session, M-Th session and M-F session. Our Tuesday/Thursday students will start on Tuesday, August 21st.

PARENT/TEACHER COMMUNICATION

We will be using our website, teacher pages, email system and Facebook to communicate with you during the school year. Please check our website www.cvapreschool.org periodically to receive updates regarding what is happening at school. On our website you will find a link to sign up for electronic newsletters (eNewsletter). Please select both preschool and K-8 options. Follow us on Facebook under Carbon Valley Academy for additional information.

TUITION

Tuition is calculated by taking the yearly rate for your child's program and dividing it by 10 payments. The August tuition payment is due on your child's first day of school. Tuition for September thru May is due no later than the 5th of each month. Receipts will be given upon request only. You may drop your tuition payment in the locked black tuition box that is located on the corner of the Director's desk in the front office. You may pay tuition by check (made payable to CVA), money order or bank draft. NO CASH PLEASE.

We are excited to see our returning families and looking forward to getting acquainted with our new students and their families.

Jodi Jansen - CVA Preschool Director

CARBON VALLEY ACADEMY PRESCHOOL 2018-2019 SCHOOL SUPPLY LIST

Preschool (2 day class)

- Backpack labeled with your child's name (Large enough to fit a 9 X 12 folder)
 - 1/2 inch hard back 3 ring binder (labeled with your child's name)
 - 6 glue sticks
 - 1 bottle 4 oz. washable school glue
 - 1 box triangle crayons
 - 1 package fat washable markers
 - 1 tray watercolor paints
 - 1 pair Fiskar preschool training scissors
 - 1 package colored pencils
 - 1 package construction paper
 - 1 package copy paper
 - 1 box Kleenex
 - 2 rolls paper towels
 - 1 container of Lysol disinfecting wipes
 - 1 box 5oz. Dixie cups
 - 1 box ziplock bags (sandwich size)
 - 1 complete change of clothes. (Pants or sweats, t-shirt, underwear, socks. No shorts or skirts.)
Put in a large ziplock bag labeled with your child's name.
- Preschool supplies are shared items and do not need to be labeled with your child's name unless indicated.**

Pre-kindergarten (3, 4, and 5 day class)

- Backpack labeled with your child's name (Large enough to fit a 9 X12 folder)
 - 1 inch hard back 3 ring binder (labeled with your child's name)
 - 1 spiral notebook, 70 sheets (labeled with your child's name)
 - 6 glue sticks
 - 1 bottle 4 oz. washable school glue
 - 1 package fat washable Crayola markers
 - 1 package thin washable Crayola markers
 - 1 package colored pencils
 - 1 tray watercolor paints
 - 1 pair Fiskars scissors
 - 1 package copy paper
 - 2 rolls paper towels
 - 1 container of wet wipes for hands and face
 - 1 box 5 oz. Dixie cups
 - 1 box ziplock bags (gallon size)
 - 1 complete change of clothes. (Pants or sweats, t-shirt, underwear, socks. No shorts or skirts.)
Put in large ziplock bag labeled with your child's name.
- Pre-kindergarten supplies are shared items and do not need to be labeled with your child's name unless indicated.**