

August 2017

Dear Fellow Guardians,

As we prepare for the journey of Catholic Education together at Good Shepherd Academy for the 2017-2018 school year, we pray this correspondence finds you well rested and invigorated to once again partner with us at the school "Where the dreams of God's children are protected by the Shepherd."

Please make note of these important dates, times and facts.

- The first day of school for grades kindergarten through grade 8 will be on Monday August 28<sup>th</sup>. The prekindergarten 3 and 4 year old programs will begin on Wednesday August 30<sup>st</sup>. The entire week of August 28<sup>th</sup> will be an 11:00a.m. dismissal with transportation provided for our students. All students may wear gym uniforms for this week with Spring/Fall uniforms starting on Tuesday September 5<sup>th</sup>.
- Cafeteria services through ARAMARK will begin on September 5<sup>th</sup>. Cafeteria menus will be accessible through the Good Shepherd Academy website the first week of school. Applications for the free and reduced lunches can be downloaded from the Good Shepherd Academy website and sent to the finance office.
- The classes for kindergarten through 8<sup>th</sup> grade will be separated into homerooms on the first day of school in the following manner. All students in grades kindergarten through grade 4 including the students from the Individualized Instruction Program will report to the gymnasium. The gymnasium will be clearly marked as to where each grade will be seated in the gym. All students will be called by homerooms by a member of the GSA staff. They will proceed to their homerooms with their homeroom teachers. Grades five through eight will report to the cafeteria where they will be divided into their homerooms.
- We are respectfully asking that any parent who accompanies their child to school on the first day kindly excuse themselves at 8:10a.m. so that we may get the students to their homerooms in a timely fashion. Your children are in the hands of the most capable and caring faculty in the Diocese of Scranton and they will make sure the transition runs smoothly. We also understand that this time of year yields much anxiety over classroom assignments, but we again ask that you put your faith in quality and professionalism of the teachers and staff at GSA.
- We would like to thank the teachers and staff who have worked so diligently on the class lists. Much prayer and consideration has gone into the class lists by the faculty, staff and administration and no changes will be made to the classroom assignments. We encourage all parents to take the opportunity at "Back to School Night" to meet your child's teacher and become familiar with their classroom policies and procedures. Individual conferences may be made directly with your child's teacher at times that are convenient to everyone.
- Providing a Catholic education in a safe and nurturing environment is primary goal at Good Shepherd Academy. A safe and nurturing environment allows us the ability to excel in spreading the Gospel message of Jesus Christ, while at the same time, providing an academic program that is second to none. In order to ensure that this

environment is safe and secure, our safety policy of having parents walk their children as far as the school foyer will be in effect beginning Tuesday August 29<sup>th</sup>. We understand that parents may want to accompany their young child into school on the first day and we will invite parents to walk their younger child into the gymnasium on the first day before excusing themselves at 8:10a.m. so that we may begin homeroom assignments. On Wednesday August 30<sup>th</sup> parents are welcomed to accompany their child to the foyer area where they will be greeted by members of the GSA staff who will direct them to the gymnasium or to their homeroom. Your understanding and cooperation for the need for this policy is greatly appreciated as your child is our most valued treasure!

- On Wednesday August 30<sup>th</sup> the pre-k 3 and 4 year olds will be met by the GSA faculty and staff and directed to their homeroom. Parents of the pre-k classes may accompany their child on Wednesday August 30<sup>th</sup> and the above policy with escorting their child to the foyer will be in effect starting August 31<sup>st</sup>. The pre-k aides will be in the main hallway everyday to escort your child to their classroom.
- There will be an orientation for Pre-k 3 and 4 year old parents on Thursday August 24<sup>th</sup> at 7:00 in the gymnasium. Mrs. Lynn Prociak will be our Pre-K 4 year old teacher and Ms. Bonita Biros will be our Pre-K 3 teacher for the 2017-2018 school year. We know they look forward to meeting our families on August 24<sup>th</sup>.
- Our “Back to School Liturgy” is scheduled for Friday September 8<sup>th</sup> at 8:45a.m. in St. Ignatius Church. Father Walter Jenkins, Pastor of Holy Family Church, Luzerne will be our celebrant.
- Our “Back to School Bash” is scheduled for Friday September 8<sup>th</sup> from 6:00p.m. to 8:00p.m. in the gymnasium and on the school grounds. This event, sponsored by the Guardian Parent Teacher Organization is a wonderful way to kick off the school year. It is also an opportunity to see old friends and meet new ones.
- Our “Back to School Night” is scheduled for Thursday September 7<sup>th</sup> from 6:30p.m. to 8:30p.m. All faculty and staff will be introduced at 6:30p.m. followed by a brief GPTO overview. Parents may then feel free to visit the teachers in their classrooms from 7:00p.m. to 8:00p.m.
- Mr. Mark Stransky from Mark Stransky Music Services will also be at the Back to School Night. Mr. Stransky will be offering instrumental music program to grades 4-8 during the school day for students who are interested. Mr. Stransky will have an information table available at our Back to School Night.
- Basketball and Cheerleading sign-ups will also take place on Thursday September 7<sup>th</sup> in the gymnasium following the GPTO overview. The cost is \$25.00/athlete or \$40.00/family. Sign-up forms and physician forms will be available at sign-ups.
- School pictures are scheduled for Thursday September 14<sup>th</sup> and Friday September 15<sup>th</sup>. Order forms will be sent out the first week of school. We are pleased to announce that Lyons Studio will once again be handling our School Pictures this year. Grades Prek 3 through grade 4 will have their pictures taken on Thursday and grades 5 through 8 and the Individualized instruction Class will have their pictures taken on Friday. This is a “dress up” day for students although uniforms are permitted but not required for pictures.
- The school supply lists are available on our website.
- Parents are reminded to enter/exit through the front doors of the school only. This allows us to keep the environment safe and secure. All parents are kindly asked to pull into the parking lot if you are walking your child into school. The parking lot is very

busy in the morning and at dismissal so please use good judgment when you are entering and exiting the parking lot. Please do not park in front of the school for drop off as this contributes to traffic congestion in the morning and at dismissal. **The parking lot across the street from Good Shepherd Academy is for residents of those apartments and is not available for parking. Please be courteous to the residents and do not park across the street.** Street cleaning is on Thursdays on N. Maple Ave. so please make note if you are visiting.

- Mrs. Fran Tanner and Mrs. Renee Anderson will be serving in the capacity as administrative assistants and will handle any questions regarding registration, enrollment, parish affiliation and all other questions pertaining to the daily operations of the office. Mrs. Patricia Podcasy will be administrating the cafeteria billing and questions and also the tuition reduction incentives. Mrs. Tanner will handle all financial questions including tuition, FACTS questions. If you have not completed the application process for your FACTS agreement please contact Mrs. Tanner in Finance.
- All parents must have their State Police, Child Abuse Clearances and have attended a VIRTUS session in order to volunteer at Good Shepherd Academy. The clearance can be found on the diocesan website at [www.dioceseofscranton](http://www.dioceseofscranton). VIRTUS sessions are also listed on the diocesan site.
- On behalf of our administrative team of Mr. Stan Pavlick, Vice-Principal, and me, we look forward to a wonderful year at Good Shepherd Academy.

Sincerely Yours in Christ,

Mr. James A. Jones

Mr. Stan Pavlick