



Calvary Early Learning Center

4725 Old William Penn Highway

Murrysville, PA 15668

724-327-2898

www.calvarylcms.org

Welcome to our new families! Welcome back to our returning families! The first day of school is just around the corner, so I'd like to take this opportunity to give you some information you will need to get this school year started.

CELC MISSION AND PHILOSOPHY: The mission of Calvary Early Learning Center is to share God's grace through the education and enrichment of young children. Our guiding educational philosophy is that every child is a gift from God, full of potential and ready to be nurtured in mind, body and spirit. Calvary offers a Christian learning environment for children ages 2 through 6. Our well-balanced program supports emotional, social, cognitive, physical, and spiritual development. Children will receive individual attention to help them reach their full potential and are assisted as they develop at their own readiness.

GROWING IN FAITH: All children, regardless of faith or church affiliation, are welcome at Calvary. We include in our classrooms beginning concepts in the Christian faith. We believe that children benefit from learning about God at an early age. Each week children are introduced to a different Bible story. Children learn about God and Jesus and experience how God loves and cares for them every day. Each of our classes incorporate prayers and Christian songs. Families are always welcome to participate in Calvary Lutheran Church's services and activities.

OUR STAFF: The 2024-2025 staff of Calvary Early Learning Center school year is busy getting ready for this school year. Mrs. Megan Snider will be teaching the Threes and the PreK classes. We are still looking for an aide for Miss Megan. If you know of anyone interested in a part-time position during school hours, let me know. Mrs. Jessica Lynch will be teaching the Twos and Fours classes. Mrs. Amy Whigham will be the aide in the Twos and Fours classes. Mrs. Laura Hoff is the administrator and is the Kindergarten teacher. Miss Barb will assist her a few days a week. Pastor Josh Obermann will lead the children in Chapel once a week, and Mrs. Joy Humbert will answer your calls. We would greatly appreciate it if you would pray for our staff regularly.

KINDERGARTEN FIRST DAY OF SCHOOL: The kindergarten students begin school on Wednesday, August 21st. We ease into school with half days (9:00 – 11:30 a.m.) Wednesday – Friday that first week. Students should bring their backpacks, a water bottle, and a snack. The first full day of school with Lunch is Monday, August 26th. If your child is going to take the bus, you will need to check with your child's district bus company for details about when transportation begins.

PRESCHOOL ORIENTATION: Preschool orientation is Thursday, August 29th. Children and their parents go to your child's classroom according to the times listed below. Your child's teachers will provide information to the whole group, so it is important to arrive on time. (This is not an Open House.) The Parents will then move to the Fellowship Hall where you will receive more information from members of our school board, while the children stay with their teachers a few minutes. Preschool classes begin September 3rd September 4th.

Twos and Threes: 9:00 – 10:00 a.m. Fours: 10:00 – 11:00 a.m. PreK: 11:00 a.m. - 12:00 p.m.

DROP-OFF/MORNING PROCEDURE: Our morning classes begin at 9:00 a.m. With a larger enrollment, the parking lot will be busy before and after school. *When parking in our lot, please pull all the way forward to fill the parking spaces on Old William Penn Hwy, so another family can park behind you. (Plan to exit right onto Old William Penn Hwy.)* If the main parking lot is full, we have parking at the Community Center off School Road and our auxiliary lot on Old William Penn Hwy.

Doors will open at 8:45 a.m., at which time parents may bring their child into the building. Parents will assist their child(ren) in washing his/her hands. Parents in the 4s and K classes will use the restrooms upstairs across from Miss Joy's office. Parents in the 2s, 3s, and PreK classes will use the restrooms across from their classroom.

After handwashing, the parents will help their child at his/her cubby; hanging up coat/jacket, removing snack, water bottle, and folder from the child's backpack and say *good-bye*.

PreK parents are to enter the building no earlier than 12:15 p.m. and class begins at 12:30 p.m.

In all classes, free play begins when the doors open. The closer you arrive to that time, the more play time your child will enjoy. The later you arrive, the shorter amount of play time your child will have.

FIRST DAYS for PRESCHOOL: (Drop-off window in red.)

- Twos Class; Tuesday, September 3rd; 8:45-9:00 – 11:00 a.m.
- PreK Class: Tuesday, September 3rd; 12:15-12:30 – 3:00 p.m.
- Threes and Fours Class: Wednesday, September 4th; 8:45-9:00 – 11:30 a.m.

PICK-UP PROCEDURE: Our teachers need time to clean and sanitize the classroom, so it is important for parents to be prompt for pick-up. Construction on a new elevator/lift in the main entrance (narthex) will occur in the first few months of school. Because of this, parents will remain outside with their vehicles or on the sidewalk during pick-up. Teachers will take each class to the main doors and will dismiss one child at a time to the waiting adult.

SUPPLIES: Most of the supplies that your child will use during the school year are provided by members of Calvary Lutheran Church, so you do not have to rush to the stores to buy everything on a *Supply List*. However, there are certain things (i.e., Lysol, tissues and disinfecting wipes) that we will use a lot during the year. If you see these items while you are shopping and can donate these to your child's classroom, it would be greatly appreciated.

TUITION: Joe Gulaskey will serve as our treasurer. Joe is the parent of one of our K children and will handle CELC's finances. Please help him out by submitting your tuition payments in a timely manner. Tuition payments are due the first of each month from September – May. The first payment is due no later than September 5th. **September 1st is a Sunday this year, and Labor Day is the 2nd.** Therefore, you can pay September's tuition at Orientation or on the first day of school. Parents will receive a set of 9 monthly payment vouchers, which you submit with each month's payment. **There is a \$10 late fee if tuition is received after the 5th of the month.** You may want to set up recurring payments through your bank's online bill pay. Just be sure to set it up, so that the payment reaches us by the 5th of each month. *****If you are in a position to pay your child's entire tuition by Thursday, August 15th you will receive a 3% discount on the total.** **We still have a few openings in our Fours and PreK classes. If you refer a new family to us, who enrolls their child(ren), we will discount your child's tuition. Tell them to write your name in the appropriate place of the registration form.**

TUITION ASSISTANCE: The Pittsburgh Area Lutheran Schools (PALS) has a limited number of scholarships available for any 3s, 4s, PreK, and K families desiring financial assistance for this school year. If you would like to be considered for Tuition Assistance, contact me for the forms that need to be filled out. In addition, we will need you to write a letter outlining your current financial situation and submit a copy of your 2023 IRS 1040 form to me. (Black out Social Security numbers.) Information will be used by the Assistance Committee and will be kept confidential.

FORMS: If you have not done so, please ensure that you submit the *CELC Tuition Policy*, *CELC Waiver*, *Immunization Record*, and the *Emergency Identification* forms. Kindergarten students need to have their *Dental form* records in by September 30th. Schedule the appointment with your pediatrician and dentist now. Contact me if you need additional copies.

REMINd.com: CELC uses remind.com to send out no-reply text messages to school families. This will primarily be used during the winter months to let you know of a delay or closing, but we have found it useful for other quick reminders. Parents' names and cell phone numbers will be entered as provided on the registration forms. You will have an opportunity to opt out of receiving messages. If you have a family member who helps you with your child and who may also need this information, please email Mrs. Hoff their contact information.

FUNDRAISERS: Our tuition does not cover all our school's expenses during the year, so we ask for your help and support of our fundraisers this year. Our main fundraiser, Fun Run, is tentatively set for Thursday and Friday, September 26th and 27th. If this fundraiser does well, we may not have others during the year. More information will come soon.

FIELD TRIPS: Our classes will have various field trips that will enhance our curriculum. Student costs are funded with monies raised from our fundraisers.

CLASSROOM PARTIES: We will have several parties during the year. These include: a Harvest Party in October, a Christmas Party, Valentine's Day Party, and an Easter Party. Parents are encouraged to help their child's teachers during these events. If you have not already done so, please go online to complete or update your Clearances (Child Abuse and PA State Criminal History). Keep the original copy and submit a copy to your child's teacher. Google *Clearances for PA volunteers*.

ILLNESS: We continue to take the safety and well-being of our students and teachers seriously. Surfaces will be cleaned and sanitized several times during a school day. If your child is not well, keep him/her at home. If someone tests positive for Covid-19, we will follow the current CDC guidelines.

CELC SCHOOL BOARD: The CELC School Board makes decisions regarding our school, students, staff, and curriculum. The Board generally meets on the 4th Thursday of the month via Zoom. If you might be interested in becoming a member of the School Board, please contact Mrs. Hannah Obermann or Mrs. Hoff.

If you are new to our school or have changed your email address recently, please add my email address (LRSchumm@yahoo.com) to your contact list. If you have a new email address, send it, so we can update it in the office. Newsletter and other school information will be sent to you via email. If you have any questions, please contact me.

We are so pleased that you have chosen Calvary Early Learning Center for your child's school experience, and I pray for God's blessings to you and your child(ren) for the 2024-2025 school year.

A handwritten signature in cursive script that reads "Laura R. Hoff".

Laura R. Hoff
Calvary Early Learning Center
724-327-2898