



Principal News

August 19, 2008

Dear Parents,

Welcome to the 2008-09 school year. The St. Joseph School Staff is excited to see all of our returning families and welcome those new families that have joined our community. We are pleased to have you as partners in the Catholic education of your children. **The first day of school is Tuesday, September 2, 2008.**

In July we welcomed Fr. Bryan Dolejsi as our new pastor at St. Joseph Catholic Church. Many of you have already met him, either at Mass, in meetings, or most recently playing softball with the *Holy Hurlers*, St. Joe's team through Issaquah Parks and Recreation. Fr. Bryan has served as a teacher and a coach, bringing his enthusiasm for these endeavors to his ministry. Please plan to join him in celebrating our **All School Opening Mass on Friday, September 12 at 9:00 AM.**

Please review the following information carefully as it contains important dates, times, staffing and announcements regarding the new school year.

Taking Care of Business Day (TCBD) – August 27th, 3pm (Issaquah Campus)

The new school year will start with Taking Care of Business Day (TCB Day) on **Wednesday, August 27** from **3-8 pm**. Plan to come to the Parish Hall on the Issaquah campus between 3 pm and 8 pm on this day to take care of all your back to school business. Please be sure to have your check book available.

You will have the opportunity to:

- ◆ Update forms you have already submitted, such as **Student Information Form** and **Immunization Form** (if you need a new immunization form a link is available on the school website).
- ◆ Complete or collect new forms. You may complete some of these forms before you arrive by downloading them from our website, complete them on the spot, or take them with you and return by the first day of school. **Please note: if you need blank copies of these forms before TCB Day, follow the link to 'Forms' on our website (www.sjsissaquah.org) to download:**

Authorization for Administration of Oral Medication at School This form **MUST** be completed by you and your student's physician if your student requires any medication during the school day, even over-the-counter medications. Medications can be dropped off at TCBD if they are accompanied by a completed, physician-signed form.

Extended Day Information, Registration, and September Commitment Calendar In order to use Extended Day the first week of school, the Registration Form and September Commitment Calendar must be turned in before the first day of school.

Bus Transportation Information All families must sign the Bus Rules and Regulations form even if your student does not regularly ride the bus. This allows your student to ride the bus on field trips. Bus passes will be available at TCBD. Passes are also available at either office during the school year.

Parents' Club Event Check Worksheet The Parents' Club requires you to pre-pay for Parents' Club expenses including: class auction project, outreach program, yearbook, and Field Day.

Volunteer Time Sheet Please use this form to keep track of any volunteer hours you complete. .

- ◆ Class assignments will be posted.
- ◆ Purchase/sell used uniforms. If you plan to sell items, please arrive by 2:30 pm. You must supervise your own items.
- ◆ St. Joseph School spirit items will be on hand for purchase. A form to order additional spirit items will be available.

- ◆ Parents' Club will be available to answer questions and take your Parents' Club Event Check. (Available on the website.)
- ◆ You will be able to sign up for a variety of school and parish activities and volunteer opportunities.
- ◆ Pre-ordered school supply packs will be delivered to your student's classroom for the first day of school.

If you cannot attend TCBD, please stop by the Issaquah office for your packet of forms **after TCBD**. All forms are also available online or in the school office and can be dropped off or mailed directly to the office. If you have changes to your Student Information Form, you may come to the school office or email any changes by the first day of school. If you have changes to your Immunization Form, you must come to the school office by the first day of school to make any changes. Beginning Monday, August 25, Issaquah school office hours are 10am – 3pm.

VOLUNTEERS – PLEASE READ!

Archdiocesan Safe Environment Training

The Safe Environment Program is a renewed effort in the Archdiocese of Seattle to prevent child abuse. These efforts include opportunities to educate clergy, employees, volunteers, parents, youth and children in child abuse prevention. This training program for Catholic schools has five elements; however, three particularly apply to students and certain volunteers:

- ◆ *Called To Protect For Ministries (Clergy, employees & volunteers)*
- ◆ *Talking About Touching (A research based, age-appropriate personal safety curriculum designed for children in pre-kindergarten through 3rd grade.)*
- ◆ *Called To Protect For Youth (A three-part series that teaches youth about boundaries and how to tell someone if they have been abused or a friend has been abused. This program is taught in the 7th grade).*

As a volunteer for **St. Joseph School**, any individual who will have ongoing unsupervised contact with children is **REQUIRED TO ATTEND THIS TRAINING**. These volunteers include, CYO coaches, scout leaders, program supervisors (i.e., chess club or other clubs). Attending a training session is required if you fill one of these volunteer positions. Registration for a Safe Environment class is available at the Seattle Archdiocese web site www.seattlearch.org, click the Safe Environment link on the right side of the page. This link allows you to register for training at a variety of locations. There is no charge for this class.

Volunteer Orientation

New Volunteers: If you are a new volunteer to the school you will also need to attend a one hour Volunteer Orientation Training. This presentation highlights key roles and responsibilities of volunteers in a school setting. Look for more information about times and dates after the start of school.

Returning Volunteers: If you have attended a Volunteer Orientation in the last three years you will not need to repeat this training. An overview of the presentation will be sent in written form for those interested in volunteering to read, sign and return.

First Day of School

Snoqualmie Campus		Issaquah Campus	
8:20 am	Students may enter building	8:45 am	Students may enter classroom
8:30 am	School begins	8:55 am	School begins
3:00 pm	Snoqualmie dismissal	3:20 pm	Issaquah dismissal

Please join fellow parents for a **coffee hour** immediately following drop-off on the first day of school at the Issaquah and Snoqualmie campuses. *Locations:* Issaquah – Parish Hall Snoqualmie – Gym

Drop-off: Students may be dropped off using our regular drop-off procedures. (See Carpool Drop-off and Pick-up Procedures handout available at TCBD). If you would like to walk your student to class on the first day of school in Issaquah, please park in the middle or lower parking lot.

Please be on time for the beginning and ending of school each day. During carpool, remember to exercise caution, good grace, and patience (and a sense of humor). Keep the safety of our children in mind and don't rush!

Kindergarten Open House & First Day

Kindergarten and Kindergarten Enrichment will have an Open House on **Tuesday, September 2. This is not a regular day of school.** The Open House is an opportunity to stop by and meet the kindergarten and kindergarten enrichment teachers in the classroom. Your child can meet the teacher; sit in his/her desk, and drop-off school supplies. Children may wear free dress.

Morning Kindergarten: Please drop-by your classroom anytime from 11 am to 12 noon.

Afternoon Kindergarten: Please drop-by your classroom anytime from 12 noon to 1 pm.

Kindergarten First Day of School is Wednesday, September 3:

8:45 am AM K and KE may enter classroom
8:55 am AM K and KE begins
11:45 am PM K arrival
12:30 pm AM K dismissal
3:20 pm PM K and KE dismissal

Daily Kindergarten Drop-off and Pick-up: Except for 3:20pm pick-up, all Kindergarten students must be escorted to and from the classroom.

Faculty and Staff

The new school year brings the return of our wonderful St. Joseph School staff as well as the opportunity to welcome new members to our community! The following lists new and returning staff as well as campus related changes. Please see information regarding new staff following this list.

Primary and Intermediate Grade Faculty

Kindergarten: Ms. Helena Baldasty
Kindergarten Enrichment: Mrs. Michel Frerker
First Grade: Mrs. Melissa Myers
Mrs. Teresa Waldo &
Mrs. Sheila Ober
Second Grade: Ms. Molly Druffel &
Mrs. Stephanie Watrous
Mrs. Peggy Fursman
Third Grade: Mrs. Jeanne Metzger
Mrs. Jan Catlin
Fourth Grade: Mrs. Carol El Koury
Mrs. Katie Niemer
Fifth Grade: Mr. Raleigh Wilson
Mrs. Mandy Underhill
(formerly Yocum)

Middle School Faculty

Sixth Grade: Mrs. Judy Lash
Seventh Grade: Mrs. Jana White
Eighth Grade: Mrs. Mary Gangl
Math: Mrs. Debi Totten
Mrs. Carmen Sanchez

Specialists

Art: Mrs. "Skip"
Band: Mrs. MacDuffie
Choir: Mrs. Gangl
Drama: Mrs. White
Technology: Mrs. Winterstein
Ms. Druffel

Administrative Team

Principal: Mrs. Peg Johnston
Vice-Principal: Mrs. Jackie Olund
School Office (Iss.): Mrs. Teri Negrin
School Office (Sno.): Mrs. Christine Vollen
Business Manager (Sno.): Mrs. Carol Willard
Development & Activities Coordinator
(Both Campuses): Mrs. Ann Shikany
Technology/Office Support (Both Campuses):
Mrs. Michelle Winterstein

Instructional Assistants

Mrs. Kim Boys - Issaquah
Mrs. Monica Eddy - Issaquah
Mrs. Barbara Merchant - Issaquah
Mrs. Melody Scherting - Issaquah
Mrs. Michelle Steinberg - Snoqualmie

Extended Care

Mrs. Lisa Scott
Mrs. Barbara Merchant
Mrs. Monica Eddy

Welcome Our New Staff

Please join me in welcoming new members to our wonderful St. Joseph School Staff.

Mrs. Stephanie Watrous –2nd Grade

Stephanie will be job sharing 2nd grade with Mrs. Druffel two half-days per week this year. She has a BA in elementary education and was a student teacher and substitute teacher at St. Joseph's last year.

Ms. Molly Druffel – Technology, Grades 1-3

Molly will be teaching computer skills to our first, second and third grade students during the two half-days Mrs. Watrous is teaching her class. She has a strong background in technology and is looking forward to further developing our program.

Uniforms

School uniforms are an important part of the Catholic school tradition for a variety of reasons. We are asking for parent support in seeing that your student follows the uniform policy. Last year two changes were made to our policy. The changes were: Uniform shorts may be worn all year at the Snoqualmie campus; and socks must reach above the ankle. Some of the problem areas that need to be emphasized with students include: inappropriate pants with outside pockets or top stitching, non-uniform sweatshirts, shoes that do not meet the uniform policy and socks below the ankle or not uniform colors. We have seen a wide variety of clothing articles worn in these categories that are not on the uniform list. Please read and adhere to the policy. We appreciate your support.

Our summer break is coming to a close. We hope everyone is reenergized for a new school year. I look forward to working with you and your child throughout the year to provide a productive and safe learning environment that supports strong student success and enhances spiritual growth.

Sincerely,



Peg Johnston
Principal