

Dear Parents/Guardians;

It's hard to believe that another school year is almost over! It's been an amazing school year and we look forward to an even better school year coming up! As we approach the last day of school, please note the following reminders;

- **The last day of this school year is Wednesday, June 28, 2017.** June 27th & 28th are half days for students. Students will be dismissed at 12:15 p.m. on both days. Apollo After School Program will be providing after-school services beginning at 12:15 p.m. on both days for all students registered in their program. Boy's & Girls club's last day is June 19, 2017. *They will not be providing aftercare services from June 20th through June 28th.*
- **Honors Awards Ceremony.** Our annual Honors Awards Ceremony will be held on Monday, June 26, 2017 at 1 p.m. This ceremony is for grades 1 - 7 only (pre-k, kindergarten and 8th grade awards are awarded during their graduation ceremonies). Parents are welcome to attend the Honors Awards Ceremony. Keep in mind students will be seated first. It may be "standing room only" and balcony seating for parents.
- **Ceremonies in the Gym.** No helium balloons are permitted in the gymnasium. If a balloon is set free in the gym it will set off our sensors for smoke and the fire alarms will sound, requiring an all -school evacuation and will also summons the fire department. *We learned this the hard way...*
- **Final Report Card Distribution.** Quarter 4 report cards will be mailed home sometime between June 28th and June 30th and should be received by parents no later than the week of July 3rd. If you have moved or if your mailing address has changed during the school year, please check with the main office to ensure that we have your correct mailing address. If you do not receive your child's final report card in the mail by Friday, July 7th, please contact the main office.
- **Main office summer hours.** During the summer, the main office will be open Monday through Thursday from 9:00 a.m. until 2:00 p.m. daily and will be closed on Fridays.
- **The main office will be closed** from June 30th through July 7th and will reopen on Monday, July 10th.
- **The main office will be closed** from July 31st through August 4th and will reopen on Monday, August 7th.
- **The following important information/documents will be available on the school website:**
  - The approved 2017-2018 school calendar (Also printed on the back of this memo)
  - Summer reading lists by grade level
  - Classroom supplies lists by grade level
  - Uniform Policy (please be sure to check this policy prior to purchasing your child's uniform)
  - Please be sure to purchase solid black footwear (shoes or sneakers)
- **Change in Uniform Policy.** Beginning September 6, 2017, students will no longer be required to wear black shoes on non-gym days. Students may wear solid black sneakers on non-gym days and gym days if they choose.
- **Summer mailers will be sent electronically this summer.** In order to save time and money, our typical summer mailers will not be sent by U.S. Mail this summer. All information will be sent via e-mail and will be posted on the school website. Please ensure that we have your current e-mail address. Notifications will be sent via our automated phone messaging system. If your phone number has changed, please be sure to contact us with your current phone numbers. If you do have internet access or would prefer to have the summer mailers mailed to your home via U.S. Mail, please notify the main office.
- **Purchasing Uniforms.** It is highly recommended that you purchase your child's uniform from Jay's Uniform Store before July 14<sup>th</sup>. This will ensure that your child has approved uniforms for the first day of school and you will avoid back orders.
- **The first day of the 2017-2018 school year** is on Wednesday, September 6th. The first three days of school will be a half day for all students (Wednesday, Thursday and Friday, August 6, 7 & 8).

We hope you have a wonderful summer with your family and we look forward to seeing you and your child on September 6<sup>th</sup>!