



Will Carleton Academy

2001 W. Hallett Rd, Hillsdale, MI 49242 • 517-437-2000 • WillCarletonAcademy.com • Tuition-Free K-12

July 2018

Dear Will Carleton Academy Parents,

What a welcomed task; preparing for the start of our 21st academic year! The summer has flown by, busy with planning as the staff is so excited to begin our best year ever. The classrooms are being cleaned and we have some new teaching assignments knowing that the best could only get better!

Staffing has been a big part of the summer; making choices to assign teachers who have passion and enthusiasm all while exercising professionalism and warmth towards our students. I am thrilled to say that we have some exciting changes to tell you about and that you will receive a **teacher letter** introducing the teacher(s) for your child(ren). A complete staff list will be included in your first Monday Mailer of the academic year.

Many faces on campus have remained the same. Mrs. Rogers will be returning as the Student Services Coordinator while Mrs. Condon and Mrs. Stewart will continue working together in the office to meet everyone's needs. I can't begin to tell you how fortunate I am to have the support of such a wonderful group of people.

Your back to school mailer is full of important information that needs your attention. From **supply lists** to **medication forms** needed by the office, it is important that each paper be given the same amount of importance as these packets are put together with the utmost attention to details. Please be sure to read both the **front and back sides** of each; we have diligently copied to make the most of each piece of paper. The office staff is again committed this year to improving our level of communication to allow for a productive academic year.

A **2018-2019 Parent Student Handbook and student information sheets** will be included in the first Monday Mailer that will come home on Wednesday, August 22nd, our first day of school. It is very important that you commit or recommit yourself and your children to the contents of this handbook. All important information regarding policies and acceptable practices is outlined in the document. When it comes home on August 22nd, please read this with your child and sign the included form that signifies having read and accepted the contents as policies to be supported and followed while attending Will Carleton Academy.

The **academic calendar** is included in this Back to School Mailer. Please note the Family Learning Days and understand that these are days that there will be no school. The founders of our academy were committed to allowing for learning to be extended from the classroom and allow parents to continue their jobs as first teachers of our students.

Also included in your Mailer are **Supply Lists** on the back or within the contents of their letter, depending on the level and content area. Please note the details of each list. I respect our teachers in that they truly take time to make sure students aren't required to bring unnecessary items to school. Please take note as teachers have included items that they don't want brought to school. It is the experience that some items are distracting to students and are better left at home.

One important reminder regarding our academic day this year will be the time that we raise the flag each morning. Again for this academic year we will be beginning Opening Ceremony each day at 8:10 am. It will be important that students begin arriving no earlier than 7:55 am and are ready for Opening to begin at 8:10 am.

If you need to arrange for earlier drop off, please notify the office and we will handle each situation on an individual basis.

Uniform orders were taken in May and will again be taken in early August on the 1st. Many orders have been delivered and picked up. School Closet, WCA's school vendor, is on campus frequently and is helping tremendously as families successfully gather all uniform items. It is a requirement of the policy that the green polo, green blazer, green sweaters and vests, plaid items, and khaki pants and shorts be purchased from our school vendor as these items must be uniform and represent the same brand. The additional items needed to complete your uniform may be purchased at other stores or on the internet as is the tradition. It was the intent of the original policy to keep children simple and uniform. Please note all of the requirements from shoes to belts as these details truly complete the policy. It will be important for you as families to recommit to the details of this policy to allow for us to focus on what is really important: culture and tradition and academic excellence. School Closet is the school supported vendor and they are working really well with WCA families to expedite service and delivery. **Please note: a reminder about school shoes- Toms, Bobs, shoe boots, tennis-shoe-like shoes, boat shoes, moccasins or slippers will not be acceptable footwear for the students.** This uniform item has become an issue over the last few years and many students were wearing footwear that wasn't within the policy guidelines. Please be sure that the school shoes that you choose are acceptable according to the policy.

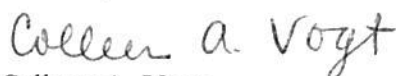
Will Carleton Academy will be offering milk for lunch time again this year. Milk, chocolate and white, will be available the first day of school for \$0.50 a carton. Please feel free to pay ahead of time or by day; either is an acceptable approach. If paying by check, please make checks payable to *Will Carleton Academy*. If you have any questions about milk or milk money, please contact the office.

Please find included in your mailer an invitation to our annual back-to-school **Ice Cream Social**. The date of the social will be Monday, August 20th. **We will do things a little differently again this year as we will all begin together around the flag pole promptly at 6:30 pm with Opening Ceremony.** From there, the teachers will be in their rooms to welcome students and their families to the new year, and at your leisure, we will all share ice cream in the circle as new and old come together all evening. This will give everyone an opportunity to know where new classrooms are located as well as experience the traditional beginning to each school day for yourself. A huge thank you ahead of time to the Parent Forum for all of the planning for this event. Hope to see you there!

With classroom changes on campus, routines like drop off and pick up will have a new look. As this planning is on-going, we are considering the best options for such procedures. Updated traffic maps and other information that will be needed to guarantee a smooth start will be available at the Ice Cream Social. We are anxious to share that information and be sure that all questions are answered!

Well, the beginning is almost here! Hiring new staff and refreshing returning staff, ordering textbooks and bulletin board paper, dusting bookshelves and cleaning carpets; we are almost ready for you to arrive! If you have any questions, our office hours are fairly consistent these days. If you phone and the answering machine picks up, please know that we will return your call. We might be simply trying to squeeze in one last moment of summer!

Sincerely,



Colleen A. Vogt
Director