



Dear 2011-2012 Parents and Students,

As we look forward to the end of this school year we are already hard at work preparing for the fall! This year, again, we will be providing your **“Summer Mailing”** on our website **ONLY!** Our plan is to have all of the related documents, forms, etc. available to you on June 13th so that you are able to peruse, read, print and complete the necessary information to us on time.

**ALL LOGO ORDER FORMS/REGISTRATION FORMS: Must be received not later than noon on Thursday, July 21, 2011**

Because our office workers and custodians take their own vacations during the summer, our department chairs return mid-August and all of our teachers return August 22, summer is truly a blitz! And each year as we face the enormous challenge of getting all orders placed, all forms processed and everyone registered on time, we are hoping that these new guidelines and deadlines will serve everyone better.

This year, as we build Phase 1A of our Facilities Master Plan, we will also have extensive demolition with new paving and construction taking place, as well as more routine maintenance projects. Most of our campus will be fenced off, with very limited access, so please do not “drop by,” as much as we would love to see you! Please call if you need us and we will try to help you.

Over the next few weeks you will receive reminders in your Friday folders that this will be happening. You will also see that there is a notice on our home page that is accessible; this will ultimately be your link to the entire, condensed version of the **Summer Mailing**.

Remember that, except for the blue Health forms that should have already been received by **new** and/or **other students that need them**, all other forms will need to be printed and completed and returned to school by you. **To reiterate: You will NOT be receiving any large mailing packets from us this summer, but you WILL need to print, complete and return all of your student’s information by the deadlines indicated.**

Here’s hoping that this approach will be convenient and practical for us all! Have a wonderful and restful summer; we’ll see you all very soon.

Sincerely,

Kathleen M. Mecca, Ph.D.,Ed.D.  
Director