



# Presentation of Mary Academy

## September 2008 Newsletter

182 Lowell Road Hudson, NH 03051

Visit us on the website.

[www.pmaschool.org](http://www.pmaschool.org)

Dear Parent/Guardian,

Prior to the school year, we reviewed our policy regarding student tardiness at the start of the school day. In the past years, we have noticed definite patterns of tardiness for a significant number of our students. In an effort to eliminate these chronic situations, since they cause considerable disruption and inconvenience for the tardy student, teachers, staff, and other students in the classes involved, we are establishing a new procedure for students who arrive late.

1. A child in grades Pre-K through grade 5 is considered tardy if he/she arrives after the set arrival time for that grade level and the class has already entered the building, usually through the locker room.
2. For grades 6 –8, students are considered tardy if they are not in their “houses” by 7:45. The classes begin entering the building at 7:35. Because of the short drop-off time for the middle school (7:30-7:35), some leeway has been provided for these students.
3. Any student who arrives late, after his/her class has entered the building, must report to the main office on the first floor, **accompanied by the parent or the adult responsible for transporting him/her that morning**, in order to sign in and provide the reason for the tardiness, as well as to obtain the tardy slip needed for admission into the classroom.
4. Once the tardiness has been cleared at the office, the child will be allowed to join his/her class.
5. When entering the building, adults are required to park their vehicles in the parking lot. Vehicles must never be left unattended in the traffic circle at the start or end of the school day, since this hinders the traffic flow for other families. **At all times, please use the cross walk at the upper end of the parking lot to approach the building.**

Thank you for your cooperation in this matter. We appreciate your patience during car line, especially during the first few weeks, while procedures are being learned by all. Each year the flow of traffic improves quickly enough, as families become familiar with the process.

We ask that parents do not use the main driveway that leads to the front of the building or past Anne Marie House, as a means of avoiding the car line, whether in the morning or the afternoon. This route is designated for people other than the school family, namely the sisters and Anne Marie House residents/staff, community employees, and visitors/deliveries to the sisters' residence. Thank you very much.

In the peace of Christ,  
Sr. Maria Rosa, p.m. Principal

### Please Save

- ◆ BOX TOPS for Education
- ◆ Campbell Soup Labels
- ◆ Empty Ink & Laser Cartridges
- ◆ Old Cell Phones
- ◆ Hannaford School Dollars
- ◆ Shaws Register Receipts

### CHECK OUT OUR WEBSITE AT

**[www.pmaschool.org](http://www.pmaschool.org)!**

Misplaced your calendar of events or newsletter? No problem! Go on our website for up-to-date information about what's going on at Presentation of Mary Academy.

### A special word of

**THANKS to**

**Mrs. Debbie Fontaine**  
**for designing and keeping**  
**our website updated**  
**and user-friendly!**

### Upcoming Events!

September 16, 17, 18, 2008  
6:30 –8:30 pm. Presentation of Mary Academy Open House for Parents Only.

September 19:  
Early Dismissal at 11:00 AM

September 20:  
PMA Family Fun Fest!  
10:00 –5:00 pm. Sponsored by the PMA Parent Group.

# Important Information - Please Mark Your Calendars

## SEPTEMBER CALENDAR OF EVENTS

### September 9 & 11: Mandatory Volunteer Training Sessions for All New Volunteers:

Volunteer training is mandatory for all volunteers and field trip chaperones. The class runs approximately 45 minutes to 1 hour. Training sessions will be held on the following dates: **September 9<sup>th</sup> at 9:00am and September 11<sup>th</sup> at 9:00am & 6:30pm** in the school cafeteria. If you have previously completed the volunteer training session, you are welcome to attend, but it is not mandatory. Refresher classes will no longer be conducted. In place of the refresher class, when new information becomes available, it will be sent to you.

In addition to the volunteer training at school, all volunteers must complete a Diocesan "Protecting God's Children" class and have a criminal background check completed. At the beginning of each of the school's volunteer training sessions, Mrs. Nolet will be on hand to notarize your criminal background form and will need to collect a modest fee of \$7.50 to have it processed. Information will be provided at the training sessions for dates, times and locations where the Diocesan "Protecting God's Children" classes are being held.

**IMPORTANT REMINDER:**  
**PARENTS WHO WISH TO VOLUNTEER IN ANY FORM, SHAPE OR MANNER AT PMA MUST PARTICIPATE IN THE VOLUNTEER TRAINING SESSIONS—THIS INCLUDES PARENTS WHO WISH TO VOLUNTEER AS FIELD TRIP CHAPERONES DURING THE SCHOOL YEAR.**

### September 16, 17, 18 PMA PARENT OPEN HOUSE:

- ◆ Tuesday, 6:30-7:45 PM  
Grades Pre-K through 1
- ◆ Wednesday, 6:30-8:00 PM  
Grades 2 through 5
- ◆ Thursday, 6:30-8:30 PM  
Grades 6 through 8

Please refer to **Open House Schedule included in this week's shuttle envelope** for detailed information about your child's open house schedule.

### **Friday, September 19: Early Dismissal and \$2.00 Dress-down Friday!**

### **Dress Down Fridays:**

On the last Friday of the Month, the students will be encouraged to PURCHASE A DRESS DOWN TICKET for \$2.00. The money collected for Dress Down Fridays will be used to purchase and update technology in our school.

Please Note: ***The FIRST DRESS DOWN FRIDAY WILL TAKE PLACE ON FRIDAY, SEPTEMBER 19, (THIRD FRIDAY OF MONTH) DUE TO PICTURE DAY ON FRIDAY, SEPTEMBER 26!***

### **IMPORTANT EARLY DISMISSAL INFORMATION FOR FRIDAY, SEPTEMBER 19**

Parents, please plan accordingly. The school will close at the times listed below so that the Parent Group and teachers can prepare the building and grounds for the FALL FUN FEST ON SATURDAY, SEPTEMBER 20

### **Early Dismissal at the following times:**

<b>Grades Pre-K:</b>	<b>10:50 AM</b>
<b>Grades K:</b>	<b>10:55 AM</b>
<b>Grades 1:</b>	<b>11:00 AM</b>
<b>Grades 2:</b>	<b>11:05 AM</b>
<b>Grades 3:</b>	<b>11:10 AM</b>
<b>Grades 4:</b>	<b>11:15 AM</b>
<b>Grades 5:</b>	<b>11:20 AM</b>
<b>Grades 6-8:</b>	<b>11:25 AM</b>

**Please plan ahead: NO AFTER SCHOOL SERVICES ON SEPTEMBER 19, 2008.**

**Saturday, September 20:** Fall Fun Fest from 10:00-5:00PM. Mark your calendars! You don't want to miss this year's Fall Fun Fest! We have new and exciting games, activities, etc. Get ready...it's "CARNIVAL FUN" on the PMA grounds. The Fun Fest is sponsored by the PMA Parent Group.

### **Friday, September 26:** **SCHOOL PICTURES:**

- ◆ Uniforms are not required that day. Students may wear an outfit of their choice.
- ◆ Students will receive the package choices and remittance envelope before picture day.
- ◆ Information on envelopes must be completed in full and money included in the envelope. Details for this are printed on the envelopes.
- ◆ All students are photographed for file

records and yearbook purposes, but no parent is required to purchase a picture package.

## **Important Information**

### **PROGRESS REPORT CARDS**

All students will receive PROGRESS REPORTS in the White Envelopes on October 8, 2008. The Progress Report is a mid-quarter report on your child's academic and social progress at the Academy.

**Please keep in mind that the PROGRESS REPORT is NOT the Quarterly Report Card.** It is a tool for measuring your child's progress midpoint throughout the marking period. Please do not hesitate to contact your child's teacher if you have questions concerning your child's Progress Report.

### **PARENT GROUP MEETINGS**

The Parent Group meetings will take place on the first Wednesday of each Month beginning October 1. The group meets in the student cafeteria at 7:00 pm. The committee enthusiastically welcomes new members and new ideas. Please come to the first meeting to find out how you can get involved in the PMA Parent Group.

### **Sister Maria's Lunch Date With**

**New Students:** Sister Maria wants to get to know all of our new friends. On the following dates, sister will be having lunch with the students in the school conference room. Lunch will consist of pizza, a drink and an ice cream treat.

On TUESDAY, September 16th:  
Students in Grades 2-5 at 12:00 PM  
Students in Grades 6-8 at 11:00AM

## **International Symposium On Education for PMA Staff in Montreal**

Sister Maria was joined by Mrs. Polombo, Mrs. Lamontagne, Mrs. Pilon, Ms. Babcock, Ms. McManus and Sister Marie Henault, pm, for a three-day series of workshops and conferences on the mission and spirituality of the Sisters of the Presentation of Mary, and how that mission is lived out in schools owned and operated by the Sisters of the Presentation of Mary across the world. The conference was held in Montreal and was attended by over 80 lay men, women, and Sisters of the Presentation of Mary Academy teaching and administering in private schools throughout the world.

**A Million and One Ways  
to Help the School**

**Hannaford Helps Schools:** This program runs from September 4 until December 4. Purchase selected products from Hannaford's and receive "School Dollar" coupons printed at the register. Send coupons to school. We'll collect and mail them to Hannaford's and receive a fundraising check.

**Stop & Shop A+ Bonusbucks:** From October 3 through April 2, 2009, every time you shop with your Stop & Shop card, you'll be helping PMA earn cash. Please be sure to complete an A+ BONUSBUCK registration card at a Stop & Shop Store near you. The **PMA ID number is 04707.** For more information, visit [www.stopandshop.com/aplus](http://www.stopandshop.com/aplus).

**Box Tops for Education:** This is a great way to help our school while buying nutritious cereal or handy food products for your family. Purchase General Mills, Betty Crocker and other participating products, clip off the Box Top Logos, and send them to school with your child. For a complete list of participating products, go to [boxtops4education.com](http://boxtops4education.com) and click on "all about box tops".

**Schoolpop.com:** Shop on line through schoolpop.com and PMA will receive anywhere from 1% to 3% of your credit card sales. It's a great way to earn extra money for the school. Schoolpop.com sponsors major companies such as Lands End, Travelosity, Target, J.C. Penney, Barnes and Noble, etc. Check the website for a listing of stores. When registering on line with [schoolpop.com](http://schoolpop.com), please register under Presentation of Mary Academy and use the following **ID code 124656**. The site is easy to access and very "user-friendly"!

**Used Ink Cartridges and Old Cell**

**Phones:** Please save your ink cartridges (ink and laser) as well as cell phones. We receive approximately \$1.00 to \$3.00 for each item sent to the company. Encourage colleagues in your place of employment to save the cartridges for PMA.

**Target Stores** When you shop at Target, inform the cashier that Presentation of Mary Academy is registered with the

store to raise money for the **TAKE CHARGE OF EDUCATION PROGRAM SCHOOL FUNDRAISING PROGRAM.** Target stores donate 1% of Target Visa and Target Guest Card purchases made to PMA.

**Matching Gifts** Many businesses offer matching gift funds, which can double or triple a donor's gift. Check with your employer.

**Designated gifts** to a particular program are always welcome. Many people may wish to make a gift directly to the library, or to the music and arts programs, or to many other areas.

**Planned giving** offers many ways to remember PMA through bequests and wills, life insurance, annuities, charitable remainder trusts and other areas. Contact the principal to help coordinate your wishes.

**Memorial Donation Cards Available:**

PMA Memorial Donation Cards will be available for families who desire to donate money to the Academy in memory of a deceased family member or friend. Money donated to the school through the Memorial Donation Fund will be used to upgrade our computer lab! **Memorial Donation Cards are available through the school office.**

**Memorial and honorary gifts** are a thoughtful way to remember someone special while helping PMA. Most gifts are by cash (check), but gifts of **stocks and securities** may also be accepted by the school and may also be matched by some employers.

**Morning Drop -Off**

To allow our Junior High School students to keep to their arrival time of 7:35, we are requesting parents of grades 1-5 to adhere to the drop off times scheduled for their students (Grades 3-4-5: 7:45AM, Grades 1-2: 7:55AM)

Also, to answer the question raised by a few families: Students are not going to the playground before school this year to avoid travel time to and from. This allows for approximately 10 minutes of extra instructional time per day as required by current state directives without further extending the school day.

**What is the SCRIP'S Gift Card Program and how does it work?**

**Call Donna @ 603-889-6054 X204**

The Gift Card Program is an ongoing fundraiser for PMA. PMA purchases Gift Card certificates from various vendors at a discount. PMA then sells those gift certificates to PMA families and PMA supporters at face value. Nobody spends any additional money, you do not buy any chocolates, and you do not knock on any doors.

**Example:** You buy \$100 worth of SCRIP certificates to Lowes. The cost to you is \$100 - but it only cost PMA \$96.00. You automatically get \$4.00 credited towards your Buyout Fundraising fee. If you pre-paid your buyout fee and choose to purchase your certificates through PMA, then your credit goes towards our technology fund. It's so easy.

**How do I get the Gift Card Program?**

You can order SCRIP every other Tuesday during the school year. Go to the PMA Website to download a Scrip Order Form.

Thank you for your continued participation to make this program a success!

**SCRIPT 2008-2009 ORDER DATES**

<u>Order Date:</u>	<u>Delivery Date:</u>
Thurs, Sept 11	Wed, Sept 18
Thurs, Sept 25	Wed, Oct 1
Thurs, Oct 9	Wed, Oct 16
Thurs, Oct 23	Wed, Oct 29
Thurs, Nov 6	Wed, Nov 12
Thurs, Nov 20	Tues, Nov 25
Thurs, Dec 4	Wed, Dec 10
Thurs, Dec 11	Wed, Dec 18
Thurs, Jan 8	Wed, Jan 14
Thurs, Jan 22	Wed, Jan 28
Thurs, Feb 5	Wed, Feb 11
Thurs, Feb 19	Wed, Mar 4
Thurs, Mar 5	Wed, Mar 11
Thurs, Mar 19	Wed, Mar 25
Thurs, April 2	Wed, April 8
Thurs, April 16	Wed, April 22
Thurs, May 7	Wed, May 13
Thurs, May 21	Wed, May 27
Thurs, June 4	Wed, June 10

**June 4th will be the last day for purchasing Scrip Cards. Plan ahead for the summer months.**

**\$ Note on Sending Payments to**

**PMA:** When making payments to PMA, please send a separate check for the various payments and purchases. (ie, tuition, dress down day, school lunch program, Shaws or Stop & Shop certificates, scrip orders, etc.) Your co-operation is greatly appreciated.

## PMA FALL FUN FEST STUDENT PENNY SALE DEBUT

Students in grades 1 - 8 will have an opportunity to visit the Penny Sale area with their class on Friday, September 19th . (due to time constraints with the early dismissal, only grades 1-8 will be visiting the penny sale. Parents are welcome to attend with their Pre-Kindergarten and Kindergarten students the day of the Fall Fest.) This is how the penny sale works:

- 1) Numerous prizes, which have been donated, are displayed, numbered and are given a bucket with a corresponding number for ticket collections.
- 2) Tickets are purchased by the sheet for 25 cents. Each sheet contains 25 individual ticket stubs (each stub is worth a penny, which is how the raffle gets its name). **The maximum sale per student will be limited to a total of \$5.00.** (We also recommend that for grades 1 & 2 that parents consider sending their children with \$2 or \$3. Students will have approximately 10 minutes to visit the penny sale.) Additional tickets can be purchased the day of the Fun Fest.
- 3) Students browse through the various prizes and deposit their ticket stubs in the buckets of the prizes that they would like a chance to win.

Drawing of Penny Sale prizes are done the day of the Fun Fest and will begin at approximately 4:00pm. Winners do not have to be present to win. Good Luck to All !!!!!

## Frequently Needed School Phone Extensions School Number (603) 889-6054

School Secretary:	Mrs. Nancy Phaneuf	x200
Sister Maria:	Principal	x201
Sister Claudette:	Assistant Principal	x202
Admissions:	Mrs. June Nolet	x203
Business Office:	Mrs. Donna DesRuisseaux	x204
Development:	Mrs. Cheryl Lucas	x205
School Nurses:	Mrs. Bernadette Dee	x206
	Mrs. Elizabeth Davis	x206
Extended Day Program:	Ms. Mary McManus	x207
Physical Education and after school athletic programs:		
	Ms. Renee Donnelly	x402
Absentee Line		x455
School Closings/Delay Line		x456
For Piano Lesson information:		
	Sr. Lorraine Pinette	(603)883-8192

### A reminder to parents:

In the event your child will be absent or have a tardy arrival to school, you must call and report this information on the absentee line, x455 by 8:30 am.

## OPEN HOUSE A REMINDER FROM SISTER CLAUDETTE, ASSISTANT PRINCIPAL

As noted on the September calendar, there are still two important school events for this month besides the Fall Fun Fest: the open house and school pictures. Allow me to provide some details about each.

**OPEN HOUSE** On Tuesday, Wednesday, and Thursday evenings, September 18, 19, and 20, we will hold our annual open houses for Grades Pre-K – 8. With this letter you are receiving a schedule for your open house evening/s. The schedule indicates exactly at what time/s a teacher will present a talk about his/her class, the subjects taught, the classroom expectations, and, time allowing, answer general questions you may have.

Please remember that the open house is a “Getting Acquainted” evening, a time to meet the teacher/s, learn about your child/ren’s classroom routines and the curriculum. It is not a time for individual conferences or to address individual concerns or needs. Should you have such concerns, the teacher will certainly be willing to meet with you at another time. Just send her/him a note with your request and concern, and he/she will then contact you. Thank you for your cooperation.

Please keep in mind the ending time of your open house evening. We ask that you respect this time, since the school is also the Sisters' residence, and we will want to return the building to its sense of privacy and quiet at that time without further delay for the sake of the sisters.

**THE PARENT GROUP** will also be present to answer questions and provide information to you. Be sure to stop in to see them at their table just outside the gymnasium.

**\*\*\*PLEASE DO NOT FORGET TO RETURN YOUR WEEKLY SHUTTLE ENVELOPE\*\*\***  
**TO SCHOOL EVERY THURSDAY MORNING WITH YOUR CHILD. THIS SAVES THE OFFICE**  
**PERSONNEL HOURS OF SEARCHING FOR YOUR CHILD’S ENVELOPE. THANK YOU!**