



*In the Tradition of  
the Franciscan Fathers and  
Sisters of the Precious Blood*

# Saint Mary's High School

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*"Home of the Knights"*

July 5, 2009

Dear Saint Mary's Families:

Though we still have a month of vacation left, it is time to look ahead with some information and reminders as we near the opening day of the 2009-2010 school year.

Please read the information contained in this document and the calendar of events that pertain to your family in order to prepare for a successful start to the upcoming school year. Additionally, please review the various flyers enclosed. They also contain important information.

**July 11-Used Book Buy/Sell- 9:00-11:00a.m.** - sponsored by the SM Parent Organization-Cafeteria-Blaise Hall  
**July 11 & July 14-Get Help Paying Your Tuition for 2009-2010 –Tuition Assistance Seminars** – flyer included

**July 29 and 30 – Locker Assignments, Student Schedules, Athletic Forms Submitted, and Uniform Purchases**  
On July 29<sup>th</sup> and 30<sup>th</sup>, 8:00 am -2:30 pm each day, students may pick-up their locker assignments and class schedules, submit athletic forms (physical exam and parent/student signed consent), and purchase uniform shirts and PE uniforms. These are activities that will also take place during orientation days in addition to a class run through, so attendance on these days is optional.

## **August 6 – Staff Retreat**

The school offices will be closed on Thursday, August 6<sup>th</sup> because the staff will be participating in a day-long Staff Retreat.

## **August 10 – Senior, Junior, and Sophomore Orientation Day**

### **August 11 – Freshman Orientation Day**

All students need to attend their assigned orientation day in proper uniform attire.

The schedule for these days is as follows:

7:30- 7:55 a.m.	Schedule distribution
8:00- 8:35 a.m.	Opening assembly in the gym
8:45-11:00 a.m.	Class run-through of schedule – 15 minutes per class

Orientation Day Notes:

- At the conclusion of each orientation day, students may obtain locker information in the library, purchase parking permits, purchase uniform tops/shirts, and purchase PE uniforms.
- On Freshman Orientation Day, freshmen will return to the gym for a second assembly 11:10-11:30 a.m.
- Students are free to leave campus after completing these tasks.

## **August 12 – First Day of School**

The first day of classes will be Wednesday, August 12<sup>th</sup>. This will be a full day of school with classes beginning at 8:00 a.m., and dismissal at 2:45 p.m. Breakfast snacks, break, and lunch service will begin on August 12<sup>th</sup>.

## **August 14 – Freshman Parent Dinner and Orientation August 21 – Freshman Dance**

The Saint Mary's Parent Organization (SMPO) invites freshmen parents/guardians to the Freshman Parent Dinner and Orientation. This event will take place 6:30-9:00 p.m. on Friday, August 14<sup>th</sup>. The event will begin in the cafeteria at 6:30 p.m. SMPO will sponsor the **Freshman Dance** in the cafeteria 7:00-9:00 p.m. **on Friday, August 21<sup>st</sup>**.

## **August 19 – Parent Back to School Night**

Parent Back to School Night provides parents/guardians with an opportunity to meet the teachers instructing each of their students. Parents/Guardians will be able to pick up schedules in the gymnasium beginning at 5:30 p.m. The evening's events will begin at 6:00 p.m. and end at 8:20 p.m. The staff hopes all parents/guardians will make plans to attend this very special event.

### **School Pictures August 17/Retakes September 3**

School yearbook pictures for the freshmen, sophomores, and juniors as well as ID pictures for all students will be taken by Duke Photography at SM on Monday, August 17<sup>th</sup>. Retakes will take place on Thursday, September 3<sup>rd</sup>. Freshmen, sophomores, and juniors will receive their picture order form packets when they return for classes in the fall. *Seniors should have already received their picture information from Duke Photography and need to remember to contact them at 602-265-2605 to set up appointments to take their senior pictures for the upcoming yearbook.*

### **Bell Schedule/School Calendar**

Attached to this letter are copies of the 2009-2010 Bell Schedules and the School Calendar to date. Please notice that classes begin at 8:00 a.m. each day, that break is 25 minutes long on the Monday – Thursday schedule, and that two lunches “A” and “B” exist. “A” and “B” lunch assignments are found on the Bell Schedule enclosure.

### **Tuition**

All families shall be expected to make tuition payments according to one of the following payment plans. Options for payment shall include:

\* Full Payment: Under this plan the entire amount of tuition is made in a single payment on or before August 3, 2009, to the Saint Mary’s Business Office.

\* Semester Plan: Under this plan the entire amount of tuition is paid in two installments, due on August 3<sup>rd</sup> and December 4<sup>th</sup> to the Saint Mary’s Business Office.

\* Monthly Plan: Under this plan the entire amount of tuition is paid monthly over a 10 month period beginning in August. This would be paid through the FACTS plan. Through this plan, the family authorizes the bank to transfer the tuition payment from a checking or savings account on the 5<sup>th</sup> or the 20<sup>th</sup> of the month.

\*Credit Card Plan: A credit card will be used to pay tuition over a 10-month period beginning August, 2009.

### **Student-Parent Handbook**

Students will receive their *Student-Parent Handbook* on August 12<sup>th</sup> in their respective Theology class. Theology teachers will review various aspects of the handbook on this day. Students are required to review the entire Saint Mary’s *Student-Parent Handbook* with their parents/guardians and return a signed acknowledgement sheet by Wednesday, August 19<sup>th</sup>.

### **Textbook/Workbook Purchases**

**NOTE: Our apologies for a previously published incorrect website! The correct website to use to order textbooks from Budgetext is: [www.studysource.com/saintmaryscatholichighschool](http://www.studysource.com/saintmaryscatholichighschool)**

Textbooks required for courses may be purchased in one of two manners.

1. Textbooks (new and used) may be purchased from a company/book store.
2. Textbooks (used) may be purchased from families of students who currently own those books.

Workbooks required for courses will need to be purchased from a company/book store.

You should have already received your textbook/workbook ordering information packet (May mailing). If you have questions about purchasing textbooks/workbooks, please contact:

- Mr. Carlos Sanchez, Textbook Coordinator, at [csanchez@smknights.org](mailto:csanchez@smknights.org) or by phone at (602) 251- 2513

Please remember that textbooks and workbooks may be purchased from Budgetext beginning July 1<sup>st</sup>.

Also note that the second textbook buy/sell day (sponsored by SMPO) will be July 11<sup>th</sup>, 9 a.m. – 11 a.m. in the school cafeteria. If you have any questions about this event, please contact:

- Mr. Kurt Schuler by e-mail at [Kurt.Schuler@cox.net](mailto:Kurt.Schuler@cox.net) or by phone at 602-923-1775

### **Dress Code**

Each student’s dress and personal appearance should be of such character as not to disrupt or distract the educational environment of the school. Saint Mary’s reserves the right to make sure that the dress and grooming of students are within the limits of appropriateness both at school and at school sponsored activities. You are asked to review the *2009-2010 Student-Parent Handbook* which is now posted on our website. Please make sure your student begins on a positive note by ensuring they have all of the proper uniform items ready to be worn as indicated.

### **PE Uniforms**

PE uniforms (t-shirts and shorts) are required for everyone who takes a PE class (both freshmen and advanced classes). PE uniforms will be available for purchase On July 29<sup>th</sup> and 30<sup>th</sup>.

### **Student Schedules**

Please remember that students may pick-up their schedules on July 29<sup>th</sup> and 30<sup>th</sup>. If you or your student have any questions about a student schedule, Academic Counselors will be available to address them on each of these days from 8 a.m. – 2:30 p.m.

### **Attendance**

If a student is going to be absent, parents should call the school office at (602) 251-2501 between 6:00 a.m. and 10:00 a.m. If no parent phone call is made, the student must present a written note signed by the parent stating the student's name, date of absence, and reason for absence. Students who become ill during the school day must report to the nurse. Students who arrive late to school for any reason or who are tardy to class will be marked accordingly.

### **Athletics**

Football (Var. & JV) will begin practice on Monday, August 3, 2009. Frosh Football, Girls' volleyball, boys' & girls' cross country, boys' & girls' swim, boys' & girls' golf, and spiritline will begin practice on Monday, August 10<sup>th</sup>. Each student/athlete's physical/permission form and Exception to School Transportation Form are due no later than August 3<sup>rd</sup>. Athletic fees are \$150 per sport. All forms and athletic fees are due prior to competition beginning. Please plan to pay the athletic fee 7-10 days prior to the first game (time frame when uniforms are issued). For athletic information, call Mrs. Schmaltz at (602) 251-2502 or Mr. Sanchez at (602) 251-2513.

### **Parking/Traffic Flow**

Students driving to school must have a permit attached to their vehicle(s). Parking permits cost \$50 for the first vehicle with an added charge of \$25 for each additional vehicle. The registration and purchase of permits will take place on August 10<sup>th</sup> from 11:00 a.m. to 11:30 a.m. in the front lobby of Blaise Hall and August 12<sup>th</sup> from 7:00 a.m. to 7:30 a.m. in the Dean's office. **PLEASE WATCH THE WEBSITE AND MAIL FOR FUTURE CORRESPONDENCE REGARDING PARKING AND TRAFFIC FLOW DURING STREET ABATEMENT CONSTRUCTION.**

### **Athletic Physicals – August 1**

Enclosed is a flyer for any athletes who still need to get a physical. Physicals will occur 9:00 a.m.-1:00 p.m. at Saint Mary's on August 1<sup>st</sup>. Cost is \$25 cash or money order (no checks).

### **Exception to School Transportation Form**

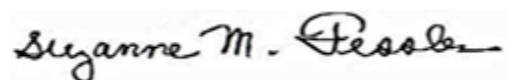
Enclosed is an important diocesan-required document for students who travel to school sponsored events at various times throughout the school year. Please complete this form, have it notarized, and returned to Mrs. Linda Schmaltz, Office Manager, in the front office. Questions about the form should be directed to her at 602-251-2502.

### **Registration Process**

Please remember the importance of completing the registration process for the 2009-2010 school year. If you have any questions about the registration process, please contact Ms. Alycia Benites by e-mail at [abenites@smknights.org](mailto:abenites@smknights.org) or by phone at (602) 251-2517.

Please keep this information handy for future reference. Enjoy the rest of your summer. See you in August!

Peace and blessings,



Mrs. Suzanne M. Fessler  
Principal