



July 29, 2022

Greetings Holy Spirit families,

Wow, can you believe that Monday is August 1? It is with much enthusiasm and anticipation that I welcome you to the 2022-2023 school year at Holy Spirit Catholic School!! I feel blessed and honored to continue this adventure as the Holy Spirit principal. I'm emailing you to give you a lot of important beginning of the year information as we prepare for the 2022-23 school year.

As I'm sure you are aware, COVID is not going away. Holy Spirit is currently collaborating with Outagamie County Public Health and WI-DHS to provide an update on our COVID-19 mitigation strategies. We will update you in mid-August our plan for the 2022-23 school year. We will continue to provide onsite COVID-19 testing during the school year for all students and staff. It is our feverish hope to have as normal of a school year as possible for our students and staff.

Childcare/Early Childhood will be on **August 10** and in-person. **Early Childhood** meeting at **5:30 pm** and the **Childcare** meeting at **6:30 pm**. Please come in through the main back door.

We have discontinued our childcare blog page. Please visit our new childcare page right on our school website. Forms can be found on the Parents tab - [Childcare Parents](#). Sign up for childcare using the buttons. **Childcare enrollment forms are due Wednesday, August 10.** If you have questions email: patti.athanas@holyspiritknights.org.

Orientation

Orientation will be two days again this year: **Friday, August 19 from 11:30-3:30 pm for last names starting with A-K and Monday, August 22 from 1:00-5:00 pm for last names starting with L-Z.** If you absolutely need to switch your day that's fine, but please try to stick to your assigned day to help minimize hallway traffic and the number of people in the building at once.

Here is the link to the [Pre3-8th grade school supply list](#)
Here is the link to the [2022-23 single page school calendar](#)

Here is a link to the Holy Spirit Catholic School [dress code](#). No updates were made. Last update was in May 2021.

Busing

Busing is done through the Kimberly or Kaukauna Area School District. Kimberly is Lamers Busing and Kaukauna is Kobussen Busing.

School Day

Wednesday, August 24th will be the first full day of school for all the students.
Kindergarten - 8th grade school will begin at 7:55am and end at 3:15pm.
Pre3 day will end at 11:00am and 4K day will end at 11:05am.

School Pictures

School pictures will be taken during orientation days this year -- August 19 (11:30-3:30) and August 22 (1:00-5:00). This year we will again use Scanlan Studios, who is based out of Neenah, WI. Once the pictures are taken, parents will then get an order form where you can choose your picture package (see your child's picture) or choose retakes. Therefore, order forms are not due ahead of time.



Drop Off and Pick Up Routes - UPDATED

Here are maps explaining our updated drop off and pick up procedures. We had a civil engineer come last school year to assess our procedures and provide suggestions for us to improve the safety for our students and families. He estimated that 90% of our parents parked to drop off and pick up their children and many did not use the drop off/pick up lane correctly. Also, from last year to this year our K-8th grade enrollment has increased by about 15 students and our pre3-8th grade enrollment has increased by about 30 students. Therefore, to account for the additional parking spaces needed for parents to drop off and pick up, that is the reason for the minor changes from previous years. We do have plans in place to update/replace our parking lot in the next year or two.

[Pre3, 4K, and Kindergarten Drop Off and Pick Up Route](#) - Many Parents/Guardians walk them to their class lines, especially early in the year. Pre3, 4K, and Kindergarten students will be waiting behind school in line with their teacher. *To help limit exposure, Preschool 3, 4K, and K parents will not be allowed to enter school to drop off their child.*

[1st-8th Grade Drop Off and Pick Up Route](#) - Grade 1-5 will enter school, through the back door, upon arrival and go directly to their classroom. Middle School students are to be dropped off in the back parking lot and will then walk around to the front and wait outside, by the front door, until the 7:55am bell.

Class lists

Class lists are still being finalized in Preschool 3 MWF, Preschool 3 TTH, 4K, and 3rd grade.

Parents/Guardians will hear from your child(ren)'s teacher by August 17 at the latest, if not before, with a list of all the children in your child's class.

Yearly Forms

Any student who brings all of the following completed forms, (K-8) by August 26th will get an **out of dress code pass.**

*[Medication Consent Form](#)

*Student/Parent Handbook Acknowledgement - signed/acknowledged during online registration

*Technology Acceptable Use Policy - signed/acknowledged during online registration

*[Diocesan Communication Policy](#)

*[VIRTUS Diocesan Volunteer Code of Conduct](#) (Must be signed every year)

We will also need proof of all required immunization on file. If your child had any immunizations over the summer, please send a copy of these so we can update our files. Incoming 6th graders are required to get their Tdap immunization.

Free and Reduced Lunch

Holy Spirit Catholic School participates in the [Federal Free and Reduced Lunch](#) program for qualified families. To learn more about this, please read the link above for the "Frequently Asked Questions", "How to Apply", and "Application" for the 2022-23 school year. We encourage anyone who may qualify to fill out and return the form. There is also a [video](#) with directions for completing the application. If you wish. Here are other helpful [video links](#) about the program.

Hot Lunch

The USDA Seamless Summer Option (SSO) that provided free hot lunches for school aged children for the past two years was discontinued for the 2022-23 school year. That means the parents will now need to apply for the Free and Reduced Lunch program or pay for the hot lunch. We will post a hot lunch menu on our website and attach it in our Knight News (newsletter).

The hot lunch cost for students will remain at \$3.10, the same price as it was 4-5 years ago. The cost of ala carte milk will remain \$0.40.

Parents/Guardians will be responsible for the cost of the hot lunch and cold lunch milk charges. Here is a copy of our [Lunch Charge Policy](#).

HOLY SPIRIT

CATHOLIC SCHOOL

Morning Snack Milk fee

Pre 3 two days a week = \$30 for the year
Pre 3 three days a week = \$40 for the year
4K and Kindergarten = \$70 for the year
(These are yearly charges for morning snack milk)

Food Snack fee update

In trying to keep everyone safe, Preschool 3, 4K and K are not going to be expecting parents to rotate and bring in snacks for a class. Instead we will be doing a snack fee for the year and the teachers/staff will purchase snacks for your children for the year. Thank you for understanding this new fee considering the special circumstances with safety. One less thing for the parents to think about.

Pre 3 two days a week = \$15 for the year
Pre 3 three days a week = \$20 for the year
4K and Kindergarten = \$30 for the year

**The morning snack milk and snack fee will be added to your tuition statements. **

Students in grades 1-8 can bring a [healthy snack](#) themselves every day.

Pizza Knight/Back to School Night

Home and School is hosting a Pizza Knight/Back to School Night on August 31 at 5:30pm in our school gymnasium. This is a great opportunity for new families to meet other school families. Home and School will continue to plan other fun, family-friendly events throughout the school year!

Football Mania Fundraiser is Back!!

As you know, Holy Spirit Catholic School is using the Football Mania fundraiser to raise money for Home and School. In addition to paper ticket sales, we would like you also to make a strong fundraising push selling tickets online. Selling electronic tickets can be a great way to expand your fundraising reach to friends and family that live outside your geographic area. We have also enrolled in a guaranteed winners program, so every week we will have at least one winner from Holy Spirit that will be in the weekly newsletter (Knight News).



Please click on the link below and follow the directions to get started and to customize your own fundraising webpage: <http://www.charitymania.com/register/AC032>

Football Mania Fact Sheet

If you are a parent, make sure to log in using your child's first and last name when prompted and your email address as the contact if they do not have an email address of their own. The CharityMania website will show me when your page is created and I will be able to track the progress of your online sales.

After you register you'll be able to use an email template to email to family and friends or post it on your social media account. If a football game is canceled, Football Mania does have a plan to still select weekly winners from the cards sold. Home & School does so much for our school, so let's support them because they support our school!

More info to come from Home & School. Thanks!



Parent Involvement Program

Holy Spirit Catholic School requires 20 hours of parent involvement as part of having a child enrolled at Holy Spirit. For families that only have a Pre3 or 4K child – only 10 hours. Research has proven that parent involvement and student achievement go hand in hand. Parents may choose to pay the fee or give 20 hours of their time to Holy Spirit. Click [here](#) for more details.

Lunch Volunteers

For right now, we are not opening up parent lunch volunteers. We will let you know if this changes.

Playground Volunteers

We are always in need of parents to help with playground or recess duties. Help give the teachers an extra break. Volunteers must be VIRTUS trained (online training can be found [here](#)) and have a background check (found [here](#)). Click [here](#) for more information. A Sign-Up Genius will be shared in the weekly Knight News (newsletter).

Field Trips

When appropriate, Holy Spirit will be continuing to offer educational field trips for students. Parents may have an opportunity to help chaperone, but again must be [VIRTUS](#) trained, have a [background check](#), and have a signed [VIRTUS Diocesan Volunteer Code of Conduct](#) on file (Must be signed every year).

Tuition

Tuition is taken care of through the parish business office. Doris Frank will be taking over for Joan Boots for our school finances. Please contact Doris Frank 788-7640 or FrankD@holyspirit-parish.org if you need assistance. Tuition payments will be set up or paid at orientation on August 19 or 22. Parents will be receiving their first invoice in the coming weeks from a parish staff member. Please make sure you stop in the gym to make your first payment.

Phew, that is all for now. Let us know if you have any questions. I look forward to a wonderful year at Holy Spirit.

God Bless,

Mike Zuleger, Principal