



July, 2018

Dear Crown Pointe Parents and Guardians,

I hope you are having a wonderful summer! The start of school is just around the corner.

On Tuesday, August 14th, there will be a **Back to School Night** from 6:00-8:00 p.m. where parents will receive information about their child's classroom and ways the school and family will work together. After a 30 minute Back to School welcome in the gymnasium, there will be three 30 minute elementary sessions and five 10 minute middle school sessions. This will allow families the opportunity to meet most of their students' teachers. **Middle School Parents--**From 7:30-8:00, there will be a middle school-specific information session in the gym. The schedule for the evening is below:

Back to School Welcome in the gymnasium: 6:00-6:30

Elementary Classroom Sessions: 6:30-7:00 Elementary Session #1, 7:00-7:30 Elementary Session # 2, 7:30-8:00 Elementary Session #3

Middle School Sessions: 6:30-6:40 Middle School Session #1, 6:40-6:50 Middle School Session #2, 6:50-7:00 Middle School Session #3, 7:00-7:10 Middle School Session #4, 7:10-7:20 Middle School Session #5

Middle School General Information Session in the Gym: 7:30-8:00

School begins for **Middle School** students on Monday, August 13th. Please bring school supplies on this day. Students will receive their class schedules and locker combinations on this day as well. **Elementary students** will have testing by appointment on Monday, August 13th or Tuesday, August 14th. Elementary students' first full day of school is Wednesday, August 15th.

Mandatory Online Registration is a three-step process that can be completed from the comfort of your own home. Please complete the following steps **no later than Friday, August 3rd**:

1. Complete the informational portion of registration using the Infinite Campus Parent Portal.
 - a. Sign in to your Infinite Campus Parent Portal account. If you do not have your login information, please send an email to records@crownpointeacademy.org to request your username and password.
 - b. After you sign in, click on the Online Registration link on the left side of the screen.
 - c. Complete the registration process for each enrolled student.
2. Complete the CPA registration packet that is available at www.crownpointeacademy.org on the main page or under the Registration Forms and School Fees Credit Card Payment link under the Parents tab. Each form needs to be signed by a parent/guardian, and some forms require a student signature as well. Once you have completed each form, please scan and email the packet back to records@crownpointeacademy.org or drop your signed packet off at the school. If you are unable to print the packet, please plan to pick up your registration packet at the school the week of July 30th.
3. Once you have completed the Parent Portal registration and the signature packet, please pay your school fees for the year (see information below).

The following is a list of fees for the 2018-2019 school year:

- Specials/classroom/field trip fees for all students in all grades - \$60.00 per child. This fee is used for specials supplies, additional supplies for your child's classroom in addition to the supply list, classroom consumables, pencils and erasers, and this also helps to defray the cost of field trips and field trip transportation. We will continue to work with our school budget to keep fees as low as possible.
- 6th Grade student's Outdoor Lab fee- \$25.00.
- 8th Grade student's ropes course field trip fee- \$20.00.
- Locker fee for all middle school students- \$10.00. The Middle School locker fee must be paid and the agreement signed by the student before the locker combination will be distributed.
- Jeans- \$30.00 per child for the entire year on Fridays.
- Lunches and milk must be prepaid and can be purchased online or at the school.
Cost for lunches -\$3.00; reduced \$0.40; milk only-- \$0.40.
- Breakfasts must be prepaid and can be purchased online or at the school.
Cost for breakfasts-- \$1.75.
- Spanish Fundraiser Hot Lunch (for Middle School students August 13th and 14th)- \$10.00 (covers the cost of 2 lunches).

How do you pay your fees for the year? CPA will be using CheddarUp.com to collect payments online using a credit card or eCheck, or you may still pay with cash or check at the school. If you wish to pay fees online, there is a one-time fee of \$0.45 for eCheck or a 3.5% processing fee for a credit card. To complete **online** payment for beginning of year fees, visit www.crownpointeacademy.org. Select the Registration Forms and School Fees Credit Card Payment link under the Parents tab of the website. Select the fees and quantities you would like to pay, and select Continue. You can then check out as a guest or create an account. Contact Sandi MacGregor in the office with any questions.

School Supply lists are on the Crown Pointe **website** (www.crownpointeacademy.org) or available at the school.

Jeans Day: If you would like for your child to wear jeans on Fridays and special days throughout the year, Jeans Day can be purchased for \$30.00 per child for the entire year. Payment must be received by October 1st. **The week-by-week option is NO LONGER available.** All proceeds go to the 8th Grade Spanish Trip program. Any family who purchases jeans for the year will be given a 20 hour credit for two parent households and a 10 hour credit for single parent households towards your volunteer commitment hours for the year.

School Store: The Crown Pointe Academy school store is ready to provide you with all of your CPA gear! Please visit www.crownpointeacademy.org and select the School Store tab from the menu. This will direct you to the School Store page where you can order and purchase many Crown Pointe Academy products. Please see the CPA Uniform Policy for details on what can be worn during the week.

Hot Lunch: We will be offering hot lunch again this year through Revolution Foods **beginning Wednesday, August 15th (see prices above).**

Spanish Hot Lunch for Middle School August 13th and 14th: There will not be regular hot lunch the first two days of Middle School. Hot lunch will be provided by the Spanish trip fundraising group. **To order your Spanish Hot Lunch**, complete the Google form at <https://goo.gl/forms/W0ztisy7APvLxABj2>. The cost is \$10.00 and will cover lunch for both August 13th and 14th. You will pay for your Spanish Hot Lunches when you pay your annual fees online or at the school office. If your student does not wish to purchase Spanish hot lunch, please send him/her with a sack lunch those two days.

Free and Reduced Lunch: The link for the lunch application is available on the CPA website under the Parents tab. Please complete this application as soon as possible.

Breakfast will be offered **in the cafeteria** in the mornings from **7:30-7:55**. Students who qualify for free or reduced rates will receive breakfast at their designated rate; for all other students, the cost for a breakfast is \$1.75. Breakfasts must be prepaid.

Arrival/Dismissal: Students may arrive daily at Crown Pointe as early as **7:30 a.m.** **Elementary students who do not wish to eat breakfast** will be allowed to play outside with supervision until 7:50. At that time, students will go to assigned locations to line up prior to going into the building at 7:55. In case of inclement weather, students will line up in the gymnasium. **Middle School students** will line up in the gymnasium after they eat breakfast (if they desire) prior to going into the building at 7:50.

Hyland Hills will continue to provide **after school care**. Please contact Courtney at Hyland Hills at (303) 650-7593 or by email at csibayan@hylandhills.org for information. We will also have flyers and additional information available at Back to School Night.

Elementary Parents: Please note the enclosed information about testing that will be held August 13th and 14th. You may bring school supplies to your testing appointment. **The first full day of classes for elementary students will be Wednesday, August 15th.**

Please help us welcome our new staff to Crown Pointe. We also have several staff member who have changed positions. Mrs. Rosemarie Rullo will be teaching Kindergarten; Ms. Kala Hersh will be teaching 1st grade; Mrs. Jessica Sandoval will be 1st grade assistant with Ms. Hersh; Mrs. Abbi Lacert will be 2nd grade assistant with Mrs. Hubin; Ms. Morgan Qualkinbush will be teaching 3rd grade; Mrs. LuCinda Sondag will be 3rd grade assistant with Ms. Qualkinbush; Ms. Jessie Kokoszka will be teaching 4th grade; Ms. Anna Ring will be 4th grade assistant with Ms. Kokoszka; Ms. Jennie Sinclair will be 4th grade assistant with Mrs. Felten; Ms. Melanie Wetmore will be teaching 5th grade; Mr. Matt MacGregor will be teaching middle school math; Mrs. Typhany Davis will be teaching middle school math; Ms. Meghan Laxton will be teaching middle school language arts; Mr. Jay Scott will be teaching middle school language arts; Ms. Kim Johnson will be middle school assistant; Mrs. Monica Strass will be the Innovation Programs Director.

Like us on Facebook to receive information and updates. You can also visit the Crown Pointe website for additional information: www.crownpointeacademy.org

Enjoy the rest of your summer!

Sincerely,

Keith Ouweneel
Director