

Montessori Co-op School
3713 N 52nd Street
Omaha, NE 68104
(402) 345-2001
www.mcsomaha.org

To: All Parents, Staff and Children
From: Montessori Co-op School Board of Directors and Staff
Date: August 12, 2014
Re: 2014-2015 Annual School letter

Dear Montessori Co-op School Parents,

The new year is ready to start and we are very excited to begin our first full year in our wonderful home. We are happy to welcome Ms. Alex and Ms. Nicole into the Co-op family as head teachers this year. They join Ms. Annie O, Ms. Annie G and Ms. Cady to complete our staff of amazing classroom leaders. Mr. Dan, Ms. Melissa, Ms. Kelsey, Ms. Brianna, Ms. Teal and Ms. Emma will be working as our assistants throughout the building this year.

Ms. Emily will continue in her role as the school director. She continues her great work in recruiting for our school and providing leadership in the building on a daily basis. We do still have room for more families to join us at the Co-op in the toddler and junior rooms so please remember to promote the school whenever you can.

This year there are a few changes to our tuition and fees. This year the classroom supplies and paper supplies fees will be combined into one amount on your September invoice. For parents of elementary and junior students in November you will see a fee for art supplies. This fee will allow us to continue the tradition of excellence of the art program at the Co-op. There was an increase in tuition in all classrooms this year. This increase is proportional to the increases the board sees in the expenses of running the school.

The board is very excited about the upcoming year of lessons and learning at the Co-op as well as the contributions of our families to the community. We look forward to seeing you at the first parent meeting on August 19th. We will start that meeting in your child's classroom promptly at 6:00 and then meet in the lunchroom for the remainder of the meeting.

Thanks,

Montessori Co-op School Board of Directors

Elementary News and Information

The elementary school year will officially begin on August 18, 2014.

Elementary Supplies: (All Elementary Children)

Indoor shoes

Outdoor shoes

Seasonal change of clothes

Backpack or Bag (needs to be at school for
bringing home folders daily)

Water bottle

Upper Elementary Also Needs:

2 – Two Pocket Folders (Graphics and designs must be school appropriate)

1 – Earbuds/Headphones

1 – Flash Drive

1 – Trifold Display Board (Small or Medium Size)

Lower Elementary Also Needs:

3 – Folders (Any design the student would like)

1 – Clipboard (Any design the student would like)

1 – Pair of Earbuds

A \$75 supplies fee will be due with your September tuition payment. This fee will be used to purchase items like journals, writing papers, pencils, glue, crayons, arts and crafts items, paper products, etc. This combines the supplies and paper products fees that were previously charged separately.

A \$65 activity fee will be due with your October tuition payment. This fee helps defray costs for field trips and other activities throughout the year.

A \$50 art fee will be due with your November tuition. This fee will be used to purchase materials for the art room and will assist us in maintaining a high quality art program.

Junior Room News and Information

The junior rooms' school year will begin Thursday, August 14, 2014.

A \$65 supplies fee will be due with your September tuition payment. This fee will be used to purchase items like journals, writing papers, pencils, glue, crayons, arts and crafts items, paper products, etc. This combines the supplies and paper products fees that were previously charged separately.

A \$35 activity fee will be due with your October tuition payment. This fee helps defray costs for field trips and other activities throughout the year.

A \$50 art fee will be due with your November tuition. This fee will be used to purchase materials for the art room and will assist us in maintaining a high quality art program.

Junior Room Supplies (All Children)

1 pair of outdoor shoes	1 pair of indoor shoes
2 changes of clothes	Water bottle
Bag for taking home things each week	

Junior Nappers

Nap mats are provided. Please bring a crib sheet for the mat and the children may bring a small pillow, blanket, and/or stuffed animal, if desired. Clearly label all belongings.

Kindergarten Information

Please remember to send all required Kindergarten information to school before the first day of class. It is imperative to have that information in the files. Please notify Ms. Emily to request this information. Your physician must sign the health examination form. The health inventory form and waiver form (if applicable) need to be completed by a parent. Residents of the Omaha Public School District are required by law to complete and return forms C8 together with a copy of the child's birth certificate.

Toddler Room News and Information

The toddler room school year will begin Thursday, August 14, 2014.

Nap mats are provided. Please bring a crib sheet for the mat and the children may bring a small pillow, blanket, and/or stuffed animal, if desired. Clearly label all belongings.

Toddler Supplies (All Children)

1 Pair of outdoor shoes	2 Changes of clothes
1 Pair of indoor shoes	1 Sippy Cup
1 Pair of rain boots	1 Tote bag for taking things home
1 Water Bottle	1 Pair of extra indoor shoes if child is potty training

Please remember, if your child is in diapers you will need to supply diapers and wipes as needed in addition to supplies.

A \$65 supplies fee will be due with your September tuition payment. This fee will be used to purchase items like journals, writing papers, pencils, glue, crayons, arts and crafts items, paper products, etc. This combines the supplies and paper products fees that were previously charged separately

A \$25 activity fee will be due with your October tuition payment. This fee helps defray costs for activities throughout the year.

Art Program

Ms. Kim will be returning this fall. She has been planning remarkable things for our school's art program and is anxious to begin.

General Information

- **Tuition**

A final tuition schedule is attached to this letter.

- **First Parent Meeting**

Our first parent meeting will be on August 19th at 6:00 p.m. at the school. This is a mandatory meeting.

- **Action Groups**

One person from each family at the Co-op is required to serve on an action group. Sign up for the action groups will take place at the first parent meeting.

- **Fundraising**

We will continue our fundraising efforts. Each family is asked to raise \$350 net. A buy-out option is available. Much more information regarding fundraising opportunities will be available at the parent meetings.

- **Calendar**

The 2014-2015 calendar is attached. We will maintain this calendar as close as possible and will notify you of any changes as soon as they occur.

- **Drop off procedures**

Please drop your child off at the classroom door after making verbal contact with the classroom teacher. This helps make your child's transition easier as well as ensures the classroom teacher knows your child is in the building. Please do not leave young children in the car while you are inside dropping off your child.

- **Montessori Co-op School Board Contact Information**

Current Board Members	Phone	Email
Alexia Morrison, President	402-505-8414	alexia.morrison@gmail.com
Jennifer Finigan, Vice President	402-505-9279	jafinigan@yahoo.com
Beth Mincer, Treasurer	402-659-8714	mincerba@aol.com
Jill Brown, Secretary	402-432-1025	downtownjillbrown@gmail.com
Kay Horwath	402-391-0760	babs244@outlook.com
Jason Bash	402-238-6363	jason.bash@gmail.com
Missy Hudson – Benash	402-203-5973	mHUDSON@paypal.com
Matt Heebner	402-536-0173	mmheebner@gmail.com
Annie O'Farrell	402-345-2001	aofarrell@mcsomaha.org

Thanks again everyone!

2014/2015 Tuition and Fee Schedule

Our school day runs from 8:30 to 3:15. Before school care (beginning at 7:00) and after school care (ending at 5:45) is available to all enrolled children at no additional cost, with the exception of School-Day Only elementary students***.

<u>Elementary Program (Grades 1 – 6)</u>	<u>Per Month</u>	<u>Multi-Child Discount*</u> <u>Yearly Fees**</u>
Full Day Program	\$770.00	\$40.00
School-Day Only Program***	\$645.00	\$30.00
Classroom Supply Fee		\$75.00
Activity Fee		\$65.00
Art Supply Fee		\$50.00

<u>Junior Program (3 years old through Kindergarten)</u>	<u>Per Month</u>	<u>Multi-Child Discount*</u> <u>Yearly Fees**</u>
Full Week Program	\$765.00	\$25.00
4 Day Program****	\$730.00	None
3 Day Program****	\$615.00	None
Classroom Supply Fee		\$65.00
Activity Fee		\$35.00
Art Supply Fee		\$50.00

<u>Toddler Program (18 months through 3 years old)</u>	<u>Per Month</u>	<u>Multi-Child Discount*</u>
<u>Yearly Fees**</u>		
Full Week Program	\$780.00	\$25.00
4 Day Program****	\$750.00	\$25.00
Classroom Supply Fee		\$60.00
Activity Fee		\$25.00

All tuition is due by the first calendar day of each month for that month's attendance. Payments made after the fifth calendar day of each month are subject to a \$35.00 late fee, and payments made after the 10th calendar day are subject to a \$50.00 late fee. Checks returned for insufficient funds will be assessed a \$35.00 fee, in addition to late fees.

*For families with 3 or more children, please contact the Board President at 402-345-2001 for information on multi-child discounts.

**Classroom Supply Fee will be invoiced with tuition in September, Activity Fee in October and Art Supply Fee in November.

***School-Day only students may arrive as early as 8:00 a.m. and must be picked up no later than 3:30 p.m. With pre-approval late pickup is available for School-Day Only students at a cost of \$15.00 per day payable at the time of service.

****3 and 4 day positions in the Toddler and Junior program are limited in number.

August

8th – Last Day of Summer Session
9th – Work Party/New Parent Orientation 8:30am
11th-13th – Toddler & Junior Programs Closed
12th – Board Meeting
14th – First Day of Toddlers & Junior/Kindergarten
11th-15th – Elementary Programs Closed
16th – Make-Up Work Party 8:30am
18th – First Day of School – Elementary Program
19th – Mandatory Parent Meeting @6pm
31st – Maria Montessori's Birthday

September

1st – Labor Day - All School Closed
9th – Board Meeting
16th – Parent Meeting Teacher Training @ 6pm

October

2nd – School Pictures
9th – Ms. Melissa's Birthday
13th – Ms. Emma's Birthday
14th – Board Meeting
21st – Parent Meeting @6pm
23rd - Parent/Teacher Conferences
24th - Staff In-Service Day - All School Closed

November

11th – Board Meeting
18th – Parent Meeting 6pm
19th – Ms. Teal's Birthday
26th – Student/Teacher Harvest Luncheon
27th/28th – Thanksgiving Break - All School Closed
28th – Ms. Emily's Birthday

December

9th – Board Meeting
Parent/Staff/Alumni Holiday Party TBA
Winter Programs TBA
22nd-23rd – Non-Required School Days
24th - 31st – Winter Break - All School Closed

January

1st/2nd – Winter Break - All School Closed
5th – School Re-opens
13th – Board Meeting
19th – MLK Day - Elementary Closed (Care Available with Fee)
20th – Parent Meeting 6:00pm

29th – Mr. Dan's Birthday

February

9th – Ms. Nicole's Birthday
10th – Board Meeting
16th – Presidents Day - Elementary Closed (Care Available with Fee)
17th – Parent Meeting 6:00pm

March

5th - Parent/Teacher Conferences
6th - Staff In-Service Day - All School Closed
10th – Board Meeting
12th – Ms. Annie O's Birthday
16th – 20th – Elementary Spring Break (Care Available with Monday, Tuesday, Wednesday with FEE)
23rd – Ms. Cady's Birthday
24th – Parent Meeting @6pm

April

2nd – Parent/Child Work Night 5:30-7pm
13th – Board Meeting
21st – Parent Meeting/Training 6:00pm
25th – Ms. Annie G's Birthday

May

12th – Board Meeting
19th – Mandatory Parent Meeting 6:00pm (Board Elections)
22nd – Last Day of School
25th – Memorial Day - All School Closed
26th-29th – Staff In-Service Days - All School Closed
31st – Ms. Alex's and Ms. Brianna's Birthday

June

1st – Summer Session Begins
9th – Board Meeting
16th – Parent Meeting 6:00pm

July

3rd – Independence Day – School Closed
13th – Ms. Kelsey's Birthday
14th – Board Meeting

August

7th – Last Day of Summer Session
8th – Work Party/New Parent Orientation 8:30am
10th-12th – Toddler, Junior Programs Closed
11th – Board Meeting

13th – First Day of Toddlers, Junior Programs
10th-14th – Elementary Programs Closed
15th – Make-Up Work Party 8:30am
17th – First Day of School Elementary Programs

18th – Mandatory Parent Meeting

***Elementary Testing TBD

