
August 29, 2009

Dear Parents,

Assalamu - Alaikum. On behalf of The Sunday School, I would like to extend a warm welcome to all our new and returning families for the 2009-2010 school year. We are looking forward to a year filled with a lot of learning and many exciting and new experiences.

Books and Supplies

Books and CDs will be distributed on the 13th of September. To receive the books and CDs, the students must be registered, by paying the book fee and the PTO fee, and have also paid the **first installment of the tuition**.

All students are required to bring their supplies every week. The Supply List includes the following:

- 3 70-page notebooks (1 for each subject)
- 3 folders (1 for each subject)
- 2 sharpened pencils
- 1 sharpener
- 1 eraser
- 1 box of markers
- 1 box of crayons
- 1 glue stick
- 1 pair of scissors
- 1 labeled pencil pouch or box

The labeled pencil pouch/box with pencils, sharpener, eraser, glue stick, scissors, crayons, markers, notebooks, folders, books, and CD's should be taken home and brought back every Sunday with assignments done, to be turned in on-time.

Parent Orientation & PTO Meeting

We have scheduled our parent orientation along with the first PTO meeting and membership drive on Sunday, October 4th, 2009 at 11 am in the Social Hall. We shall have PTO elections and go over the school policies and the parent responsibilities. Then, the PTO president will talk about the PTO membership, parent service contracts, and their other plans. Please mark your calendars to attend.

Regularity & Punctuality

There are 40 Sundays in the school year with 2 holidays, 2 exam days, 2 non-academic days, and approximately 34 Sundays of teaching. We expect all children to be present and on-time every Sunday to attend the assembly and learn the necessary curriculum. Attendance and punctuality are very important at the Sunday School. If a student is late, s/he will miss the first period and will be sent for detention during recess time.

Even though the school is re-opening in Ramadan, we shall have the regular schedule. Every Sunday we will begin with assembly in the Youth Group auditorium upstairs at 10:00 am. All students and parents are expected to be in their seats by 9:55 am to attend the assembly. The students will then walk to their classes with their teachers.

All students from Level 1 to 5 will pray Zuhar prayer. The students, from Levels 3B, 4, & 5, will pray with the community downstairs and the students from Levels 1A, 1B, 2A, 2B, & 3A will pray upstairs at 1:00 pm. All parents are expected to pick up their children at 1:00 pm from Pre-K and Kdg, and at 1:25 pm from upstairs and the downstairs prayer hall.

Tuition

The tuition is due on the first day of school. It could either be paid in one installment in September 2009 or in two installments in September 2009 and February 2010. If the first installment of tuition is not paid by September 27, 2009, there will be a late fee of \$25.00 assessed to their account. Similarly if the second installment of tuition is not paid by February 28th, 2010, a late fee of \$25.00 will be added to the account.

Students with pending tuition from the 2008-2009 school year will not be admitted until all dues are cleared.

Volunteering

Parents are requested to volunteer to be a teacher's aid in any class except their child's class. We need parent volunteers to supervise and organize sports and art work at recess time. We also need volunteers to set-up and serve snack. Donations of juice and snacks are solicited for 160 – 180 students every Sunday, which could be in lieu of volunteering. Please sign your name on the form on the bulletin board in the upstairs lobby, if you wish to make a snack donation or volunteer to be a teacher's aid or recess helper.

Sincerely,
Shahida Alikhan
Shahida Alikhan
Principal
The Sunday School

SAK/na
2009-2010