

# Northshore Christian Academy

A Ministry of Northshore Christian Church

5700 – 23<sup>rd</sup> Drive West ~ Everett ~ WA ~ 98203

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## 2011-2012 Theme

***“But you are chosen...that you may declare the praises of Him who called you out of darkness into His wonderful light.” 1 Peter 2:9***

August 2011

Dear NCA Parents,

**A new year is about to begin and we are so excited you and your family will be a part of it! Welcome!**

The campus is bustling with activity in preparation for the new school year. We have scrubbed, painted, polished, moved, outfitted, and prepped our school this summer. We have prayed, planned, and prepared for God’s inspirational direction for your children’s new school year. Classroom lists have been fervently prayed over, textbooks have been carefully selected and teachers are enthusiastically preparing for their students to arrive. We diligently pray for a transformational year of growth for your child.

In addition to the normal preparation of a new school year, we have been blessed with watching the building of our new Middle School Pavilion! Occupancy is targeted for August 30 when the teachers can move in and prep for the new school year. We will need help from families with the move-in and new furniture building. Please contact Mr. Mike Thornton if you can help around August 30<sup>th</sup>. We can’t wait for you to attend our open house that is in the planning stages.

This letter and the attachments that come with this email are full of information to help you plan and prepare for the upcoming start of school. Later this week, you will receive a separate letter by email from your child’s teacher. Here is what you can expect in this email:

- Orientation day information – Tuesday, September 6<sup>th</sup>
- Blue Plate Express lunch information
- Lunch Beverage order form
- 2011-2012 School Calendar
- Arrival and Dismissal information (New procedures--Read carefully)

God has blessed us with an outstanding staff of returning teachers and some new teachers again this year. Our faculty serves your children out of love, in response to the ‘calling’ from God to serve him in full time ministry. As they teach about the transformational love of God and model spiritual maturity, they motivate students to develop their personal relationship with Jesus Christ.

Principal  
Vice Principal of Middle School  
Vice Principal of 3<sup>rd</sup>-5<sup>th</sup> Grade  
Vice Principal of Kindergarten -2nd  
School Counselor  
Director of Student Learning  
Early Learning Center Director  
Director of Admissions and Development  
Registrar  
Office Administrator  
Administrative Assistants  
Financial Assistants

Mrs. Holly Leach  
Mr. Mike Thornton  
Mr. Jeff Culp  
Mr. Dave Rehnberg  
Mr. Gene Berge  
Mrs. Janet Christy  
Mrs. Sarah DuCette  
Mrs. Denise Christian  
Mrs. Deborah Turcotte  
Mrs. Linda Ogilvie  
Mrs. Tanya Hanson, Mrs. Angelique Edwards  
Mrs. April Merisko, Mrs. Pam Hecox, Mr. Troy Howard

Preschool Assistant Director	Mrs. Joanne Waters
Events Coordinator	Mrs. Julie Loomis
Middle School Events and Clubs Coordinator	Mrs. Trisha Galindo
7-8 Athletic Director	Mr. Ben Donahue
6 <sup>th</sup> grade Assistant Athletic Director	Mrs. Rachel Diede
Pre-Kindergarten Teacher	Mrs. Debbie Greenlee
Half Day Kindergarten	Mrs. Jan Trosvig
Full Day Kindergarten:	Mrs. Erin Sand, Ms. Lynne Akervold, Mrs. Carrie Davis, Mrs. Sarah Fell, Mrs. Lauren Patchin
1 <sup>st</sup> Grade:	Mrs. Cheryl Howard, Mrs. Tammy York, Mrs. Julie Meader, Mrs. Krissy Boyd, Mrs. Chelsea Wilson
2 <sup>nd</sup> Grade:	Mrs. Sharon Inks, Miss Stephanie Hill, Mrs. Raine Sherwood, Mrs. Beth Schlaegel, Miss Ruth Erickson
3 <sup>rd</sup> Grade:	Mrs. Wendy Wagner, Mrs. Barbara Maas, Mrs. Lynnette Chambers, Miss Kelly Wardell, Mrs. Sheila Byrd
4 <sup>th</sup> Grade:	Mrs. Becky Fritz, Miss Cynthia Quigley, Ms. Katelyn Day, Mrs. Jody Urban
5 <sup>th</sup> Grade:	Mrs. Amey Hawkins, Mrs. Sarah Marshall, Miss Amanda Hitchcock, New 5 <sup>th</sup> Grade Teacher
6 <sup>th</sup> Grade:	Mrs. Pam Watson, Mrs. Karen Jones, Mrs. Julia Long
7 <sup>th</sup> Grade:	Mrs. Marge James, Mr. Marc Marion, Dr. Clint Ogilvie
8 <sup>th</sup> Grade:	Mr. Fred Erickson, Miss Terri Burkett, Mr. Roy Herzer, Dr. Diane Quammen
Music:	Mrs. Lisa Walchenbach, Mr. Roy Herzer, Miss Rachel Schaefer, Miss Courtney Frankhouser
Computer:	Mr. Kris Peterson, Mr. Ben Donahue
Robotics:	Mr. Ben Donahue
PE:	Mrs. Abbie Broekhuis, Mrs. Kari Carter
Spanish:	Mrs. Jean Hale, Mr. Eudis Matos
German:	Miss Emily Lorbiecki
Yearbook:	Mrs. Elizabeth Baumgartner
Financial Piece:	Mrs. Eilene Thornton
Library:	Mrs. Michelle Fransen
Sound & Media:	Mr. Evan Wyatt

### New Classroom Locations

6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> Grade- All 6-8 students will have classes and lunch in the new Pavilion. All 6-8 classes may have 2-3 classes in the main building (electives, PE, 6<sup>th</sup> grade math, library).

3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> Grade- All 3-5 students will have classes on the 2<sup>nd</sup> floor of the C Building (across from the health room and computer labs). 3-5 grades will have chapel together on Wednesdays from 2:30-3:10.

1<sup>st</sup> and 2<sup>nd</sup> Grades- These classrooms are located on the 1<sup>st</sup> floor of the C Building (near the library).

Kindergarten Classes- 6 classes located in 3 locations: Davis and Patchin are on the 1<sup>st</sup> floor of the C-wing (near library), Akervold and Trosvig are next to the gym and lunchroom (D-wing), Sand and Fell are in the B-wing (near the reception wing).

### School Hours and Arrival/Dismissal Routines

Pre-Kindergarten (AM)	8:35am - 11:35am
Pre-Kindergarten (PM)	12:35pm - 3:35pm
Half-Day Kindergarten	8:45am - 11:45pm
Full Day Kindergarten- 1 <sup>st</sup> Grade	8:45am – 3:05pm
2 <sup>nd</sup> -5th Grades	8:45am - 3:15pm
6 <sup>th</sup> - 8 <sup>th</sup> Grades	8:30am - 3:25pm

Extended Care - Morning  
Extended Care- Afternoon

7:00am - 8:00am  
3:30pm - 6:00pm

**Arrival Drop Off remains the same.** Students are dropped off at the back (north) side of the school building. School staff will be available to open car doors and assist children into the building or across the crosswalk to the Pavilion. Students report to the grade level waiting locations for teacher's to meet their class.

- **Elementary students (K-5):**
  - **7:00-8:00-** Sign into before school care in the lunchroom.
  - **8:00-8:40-** Kindergarten – 4<sup>th</sup> grade wait in the gym. 5<sup>th</sup> graders wait in the lunchroom.
- **Middle School students, (Grades 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>):**
  - **7:00-8:00-** Sign into before school care in the lunchroom
  - **8:00- 8:30-** Students will walk (new cross walk) to the Pavilion and wait in the commons area.

**Dismissal Pick Up Times:**

**KF- 1<sup>st</sup>,** 3:05- 3:25pm

**2<sup>nd</sup>-5<sup>th</sup> Grade,** 3:15 - 3:30pm

**6<sup>th</sup> – 8<sup>th</sup> Grade,** 3:25-3:40pm

We have shifted Kindergarten and 2<sup>nd</sup> grade to new dismissal locations and you will learn more at orientation. Just remember that the first two weeks of school take longer to dismiss our precious children. After two weeks, pick up is completed by 3:30pm, so consider arriving on campus mid-point of your 'pick up window' when lines are shorter. If the lines are long, consider parking until 3:25 before getting into the line or walk to the dismissal line. Drive carefully! Have patience!

**THE FIRST DAY OF SCHOOL IS WEDNESDAY, SEPTEMBER 7<sup>th</sup> (NO CHAPEL)**

**MANDATORY PARENT AND STUDENT ORIENTATION MEETINGS: TUESDAY, September 6, 2011**

***Orientation meetings are for both parents and students***

Orientations are planned for Tuesday, September 6. Please be prompt so you don't miss out on important information presented by your classroom teacher. Maps will be given out at the reception desk to assist you in locating your child's classroom. Each teacher will provide a 45 minute information session filled with important details of classroom and school routines and procedures. Lockers will be assigned. **Bring your school supplies** if you purchased them on your own. If you purchased an **Innisbrook School Supply** kit before June 30, it will be in your child's classroom.

**11:00am, Morning Pre-Kindergarten (Pre-K students will visit the playground after classroom tour.)**

**1:00pm , Afternoon Pre-Kindergarten (Pre-K students will visit the playground after classroom tour.)**

**2:00pm, Half and Full Day Kindergarten (Formal presentation starts promptly. K students will visit the playground mid-point in the presentation.)**

**3:00pm, 1<sup>st</sup> through 5<sup>th</sup> Grade formal orientation- students and parents attend. (1<sup>st</sup> session)**

**4:00pm, 1<sup>st</sup> through 5<sup>th</sup> Grade formal orientation- students and parents attend. (2<sup>nd</sup> session)**

**4:00pm, 6<sup>th</sup> – 8<sup>th</sup> Grade Orientation:** Go to auditorium to meet with the middle school academic team; Spanish Department, Computer Department, Music Department, PE and Athletic Department, and Middle School Vice Principal. Learn about first quarter events and schedules. Students will receive their schedules, information about the retreat, and obtain their lockers.

**4:30 - 5:30pm, 6<sup>th</sup> and 8<sup>th</sup> graders will move to grade level meetings to learn more on their grade level.** All students will receive their schedules, information about the retreat and obtain their lockers.

## August Dates and Notes

**Teacher Welcome Letter:** By Friday, August 19<sup>th</sup>, Teacher Welcome Letters will be emailed to families.

**Uniform Exchange:** Thank you Antje Scott (Parent Volunteer) who spent many hours coordinating this on August 11.

**Uniform Information:** To get the latest uniform requirements, please view all 2011-2012 NCA Uniform requirements at the following website: [2011-2012 NCA Uniform Information](#). **The most significant additions** to the uniform requirements can be found on the website. They include clarification of skirt or dress length of 3 inches above the knee or longer and a new PE shirt color option.

There is a two week grace period for Uniforms in September if your uniform order is delayed. Just let your child's teacher know.

**Supply Lists:** These lists were sent in July and can be found on the website. Teachers request these supplies so that our students have the necessary tools to participate in all learning activities. We appreciate your diligence in purchasing your child's school supplies. We do offer an on-line supply kit order option for your convenience. Orders placed **after June 30** will be shipped to your home address. If you placed an order with Innisbrook by June 30, your kit will be shipped to the Academy.

**Carpool Information:** Are you looking for a carpool with other NCA families from your community? We have many families who desire to carpool and live north, south and east of the school. We can help you. Come to the school office or the front desk and fill out a "carpool request form." We will email everyone in your zip code on your behalf indicating your desire to form a carpool.

**Health Department Requirements: Medication Authorization and Medical Emergency Plans:** If your child needs to take prescription or non-prescription medication during school hours or has allergies/medical conditions, please obtain these forms from the front desk, school office or from the website. We must have a signed authorization from their physician. We are unable to dispense ANY medications, for legal reasons, without this form.

Our school nurse will send you an email in August, regarding booster shots and immunization requirements.

## September Dates and Notes

**Student and Parent Orientation Day:** Tuesday, September 6<sup>th</sup>. Don't miss these important meetings. See details and times listed below.

**1<sup>st</sup> Day of School:** Wednesday, September 7<sup>th</sup> (No Chapel on the first Wednesday of school- regular uniform).

**1<sup>st</sup> Day of School:** Parents are welcome to drop off or walk in students on the first day of school. Specialist Teachers will be at their arrival duty stations in the back arrival loop. Also, morning care is open at 7:00am. Normally, all students wait in the gym or lunchrooms for their teacher to greet them and escort them to class by 8:35. Parking may be congested on the first day. Additional parking is located in the gravel (near soccer field).

**1<sup>st</sup> Day of School - Parent Coffee Reception and School Announcements:** On the 1<sup>st</sup> morning of school, **September 7<sup>th</sup>**, please come to our parent reception from 9:00am-10:00am in the auditorium. Meet the Principal, Vice-Principals, teacher specialists (PE, Music, Computers, Spanish, Library), school counselor, and the Athletic Department. The PTF (Parent Teacher Fellowship) team will introduce ways to get involved. You will hear about the new programs at NCA. This is an informal time to visit with other NCA parents and meet our new parents. Coffee, muffins and fruit will be provided to welcome you back to school!

**1<sup>st</sup> – 8<sup>th</sup> Grade New Student Luncheon:** **Friday, September 9, 12:00pm:** All 1st through 8th grade students who are new to NCA are invited to a pizza lunch with the Principals, School Counselor, Mrs. Christian and Student Council.

**Picture Day:** Mark your calendar for school pictures. We have contracted with a new company this year.

- 4<sup>th</sup> – 8<sup>th</sup> grade: September 21<sup>st</sup> (wear Chapel uniform)
- Early Learning Center- 3<sup>rd</sup> grade: September 22<sup>nd</sup> (wear Chapel uniform)

**Donuts with Dad:** Dads or special friend is invited for a morning treat and classroom visit on September 30<sup>th</sup>.

**K-8 Father and Daughter Dance Night:** September 30<sup>th</sup>. Mark your calendar for this memorable event!

### Volunteer Opportunities

Our Parent-Teacher Fellowship (PTF) Leaders have been hard at work this summer! Kathie Schroeder (President), Dona Donaldson (Vice-President), Kristina Hatloe (Auction Chair), Janice Abdalkhani (Auction Data Chair), Lisa Bascacci (Procurement Chair), Donna Bjorg (Class Project Chair), Angelique Edwards (Auction Decorations Chair), Sandra Zuanich (Recycling), Robin Chukitus and Sondra Cobane (Room Parent Coordinators),

Join the Fun! Be a part of the school community! Contact your classroom teacher, Denise Christian or Holly Leach if you are interested in helping out. We will point you in the right direction and get you started.

- Classroom and Library Volunteers: Consider signing up 1x a week or month to help out!
- Mom's in Touch: Join the Thursday morning prayer group that meets from 8:45-9:15.
- Room Parents needed for every classroom. Duties include 3 things: welcome new families, coordinate 3-5 class parties, and coordinate teacher appreciation on her/his birthday. Training and support given.
- Auction Volunteers and Art Project Coordinators needed for every classroom. The project is completed by the students in the classroom. PTF project leader will help you with a plan and supplies.
- Event Helpers in September: Help with Picture Day, Donuts with Dad, Dad/Daughter Dance Night.
- Middle School Volunteers: Safety Patrol/Crosswalk guard, science lab experiment help, retreat help.

We are anticipating a fabulous year and look forward to seeing you all soon! We continue to pray for God's direction, favor, wisdom, discernment and blessing as we build a solid biblical foundation for each and every student.

With great anticipation,



Holly Leach  
Principal