

April 2017

**Dear Parents:**

Today you are receiving information about a summer school program that will be held this year at St. Margaret Mary School for any student who will be entering kindergarten through eighth grade. The program will be held during five weeks of the summer from June 13th- July 13th. Summer school will be held on Tuesdays, Wednesdays, and Thursdays from 9:00-12:00. If you take vacation during one of the scheduled summer school weeks, you will still have to pay for that week and complete the missing work. It is a five-week program.

The focus of the program will be on meeting the child's individual needs in a small group setting. The areas of concentration will include reading vocabulary and grammar, spelling and writing, and mathematical concepts and operations. Please note that this is a summer school setting, therefore if you enroll your child, he/she will be instructed in all areas.

Please note that your child does not have to be required to receive summer help in order to enroll in the program. Some parents simply like to have their child review the material taught in the previous year to prepare for the next grade level. Also, your child does not have to be a student at St. Margaret Mary in order to enroll in the program. Since class size will be limited, we need to hear back from you as soon as possible if you are interested in this for your child for the summer.

The instructors for the program will be certified teachers: Mrs. Domzalski, Mrs. Malone, and Mrs. Colley. Mrs. Domzalski currently teaches first grade at St. Margaret Mary. Mrs. Malone has taught kindergarten, fourth, fifth, and seventh grade at St. Margaret Mary. Mrs. Colley currently teaches junior high math at St. Margaret Mary.

The tuition for the program will be \$90.00 per week. Your child will be receiving 9 hours per week of instruction. If there are siblings who would like to enroll together, the tuition would be \$75.00 extra per child. The tuition will be due each TUESDAY MORNING. Please note that there will be a \$5.00 per day late fee for any tuition not turned in on Tuesday morning. The checks should be made out to "Mrs. Charlotte Colley."

Because this program will be in the summer, your child may wear shorts to school. Also, your child needs to bring a snack each day to provide him/her with a small energy break.

**We look forward to working with your child. Please do not hesitate to fill out the attached registration form as soon as possible to ensure your child a place in our summer school program. There will be a \$15.00 registration fee due when you send your form back to school. Please make this check payable to "Mrs. Charlotte Colley." We can only accept a limited number of children in each group, so we will note the date we receive your registration form and fee. Both must be turned in on or before May 19<sup>th</sup>. You may contact Mrs. Domzalski, Mrs. Malone or Mrs. Colley if you have any questions. Our e-mail addresses are as follows:**

**jdomzalski@stmm.org  
cmalone@shslou.org  
ccolley@stmm.org**

**\*\*\*PLEASE NOTE THAT IF WE DO NOT HAVE ENOUGH CHILDREN ENROLL FOR SUMMER SCHOOL, WE WILL HAVE TO CANCEL THE PROGRAM. WE WILL INFORM YOU IF THIS WOULD HAVE TO HAPPEN SO YOU CAN MAKE OTHER ARRANGEMENTS FOR YOUR CHILD.**

**Sincerely,**

**Mrs. Domzalski  
Mrs. Colley  
Mrs. Malone**

**SUMMER SCHOOL REGISTRATION FORM 2017**

**Name of Child:** \_\_\_\_\_

**Grade Child is Entering:** \_\_\_\_\_

**School Child Attends:** \_\_\_\_\_

**Parent/Guardian:** \_\_\_\_\_

**Phone Number of Parent/Guardian: (H)** \_\_\_\_\_

**Phone Number of Parent/Guardian: (C)** \_\_\_\_\_

**E-Mail Address 1:** \_\_\_\_\_

**E-Mail Address 2:** \_\_\_\_\_

**\*\*\*PLEASE FILL OUT FORM ALONG WITH A \$15  
REGISTRATION FEE**

**\*RETURN BY MAY 19th to Mrs. Colley**

**Mailing Address: Charlotte Colley  
9516 Tamarisk Parkway  
Louisville, KY 40223**