



COLUMBIA ACADEMY
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Greetings from Columbia Academy,

Welcome to the 2018 – 2019 Columbia Academy team! We are excited to have your child join us for another school year full of opportunities to gain knowledge, develop skills, and form habits of success. Below you will find important information to help you plan and prepare your child for the upcoming school year.

Sixth grade orientation will be Thursday, August 23, from 9 a.m. – 11:00 a.m. at Columbia Academy. Eighth grade WEB (Where Everyone Belongs) leaders will welcome sixth graders with fun activities that help our youngest students become comfortable in their new school. We hope all sixth grade students will participate in this great activity that assists their transition to middle school.

The CA Open House will be Tuesday August 28, from 4 – 6 p.m. at Columbia Academy. During Open House, parents will be able to accompany their children to pick up their class schedule, meet their teachers, practice opening their lockers, put money in their lunch accounts or apply for free/reduced lunch, and get signed up for online parent updates on student performance.

- 7th grade is a big year for immunizations. We encourage you to check in with your child's doctor. There will also be a shot clinic at Columbia Academy during Open House. More information on this to come soon.
- If your child requires medications during the school year, **please bring your doctor authorization and medications with you to the Open House** or on the first day of school. Medications may not be taken without doctor authorization.

Uniforms are on sale at Columbia Academy during the month of August and Open House. Polo shirts are \$12; sweatshirts are \$20; fleeces are \$25. Please note that sales of uniforms can only be paid by cash or check. (Uniform pants are not sold at CA but are available from our local SAVERS or Target. Please note that students will also need tennis shoes and gym clothes for their Physical Education classes.) Uniforms can also be purchased at Embroidery and More at 808 40th Ave NE Columbia Heights. Please remember that our uniform policy requires tan khaki or navy blue pants and blue or yellow shirts with a CA logo. Columbia Academy will be available for uniform sales 8 am to 2 pm on the following days – August 8, August 9, August 14, August 16, and August 21. Uniform sales will not be available during the 6th grade orientation day on August 23.

Case It Zipper Binders are required for all CA students this year and will also be for sale at the Open House. Case It Binders will include a protected pocket for students to carry their computer, a built-in three ring binder, the student daily planner, and basic supplies including paper and pencils. The total cost of the Case It Binder and these supplies is \$25 which is to be purchased at Open House (cash or check only). Students who have working Case Its from last year are welcome to continue to use them this year. Case It Binders protect computers and help keep students organized.

The following items are on the back to school shopping list at Target, but are not available at Open House. Please have your child bring the following on the first day of school:

- One box of pencils
- One box of Kleenex
- One pack of loose leaf 8.5 x 11 inch paper
- **Please note:** You do **not** need to buy a calculator for your child. Calculators will be provided by the school.

The first day of school for all students is Tuesday, September 4. Columbia Academy doors open in the morning at 7:45 am for breakfast with classes beginning at 8:20 a.m. with dismissal at 3:15 p.m. each day. We follow state expectations for attendance and encourage you to establish routines that will help your child arrive on time each day prepared to learn.

We ask that students not be picked up between 2:45 pm and 3:15 pm during the school year. This helps keep our classrooms focused on learning through the end of the day.

We require a photo ID prior to releasing students if they are getting picked up during the school day. Students will only be released to pre-approved adults on our school records who present identification at our front window.

Pick-up and drop-off times are busy in front of our school. In order to be safe, drivers and walkers need to do the following:

- Please drive slowly and carefully in front of the building inside our parking area and on 49th. Keep your eyes open for students or adults.
- If you are picking up or letting your child off on 49th, please make sure they use the crosswalk on 49th and Jackson and they look carefully before crossing this busy street.
- Students should cross through our parking area at the crosswalks on each end of our drive rather than passing between parked cars.
- We have many vans and busses picking up and dropping off students in front of the building. We appreciate your patience and care as you wait in line.
- Please do not pick up students in the Walgreens parking lot.
- Busses enter and leave from the east end of our parking lot. Special vigilance is required of walkers and drivers at this intersection.
- Please remind your child that in order to be safe they must use crosswalks. This includes the crosswalk over Central!

We welcome the opportunity to partner with you in helping your child have a successful school year. We encourage you to consider signing up for our PTO (Parent Teacher Organization) while you are at Open House and work with other parents to build a community of support for our children.

Through our work together, we can all take pride in being part of Columbia Academy, where all of our young learners are building a foundation for a bright future. Together, let's make this a great school year for your child!

Sincerely,

Duane Berkas
Principal