



***Equipping the soul, mind and body for a
lifetime and beyond in Christ.***

14940 62nd Street North
Stillwater, MN 55082

651-439-7831 877-439-7831
www.salemlutheran.org

Dear Salem Family,

This is your information packet for the 2019-2020 school year. Here are the helpful information and forms which need to be completed before the start of the new school year. The forms will also be available at Visit the Teacher Night/Preschool Information Night (August 14th) and Welcome Night/Preschool Information Night (August 19th) but we encourage you to **fill them out now for a much easier start to the school year**. Please feel free to email or call the school office if you have any questions. school.office@salemlutheran.org / 651-439-7831

PK-8 General Information

[Supply List](#)

[Academic Calendar](#)

[Salem Lutheran School Calendar](#)

K-8 MDE Required Forms-Complete both forms for each K-8 child enrolled. This allows us to receive 834 district funds to help us with health services and textbook purchases. Please print, sign and drop off at school.

[Request for Health Services](#) (Please mark 'I do request' and sign to allow us to receive district funds)

[Request for Textbooks](#) (Please mark 'I do request' and sign to allow us to receive district funds)

PK-8 Food Service Information

Lunches for the 2019-2020 school year are priced as follows:

Student Lunch	\$3.00 (includes 1 milk)
Adult Lunch	\$3.75 (includes 2 milks)
Additional Milk	.40
Reduced Lunch	No Charge (must be approved - print and complete application below)
Free Lunch	No Charge (must be approved - print and complete application below)

Free/Reduced Lunch [Information](#) and [Application](#) - Please drop this off or mail to the school office as soon as possible!

*Please make sure your lunch account is funded **before** your child plans to order a school lunch.* TADS withdrawals may be set up to fund your lunch account. If you are interested and have set up your tuition payments using auto payment, please print/fill out/sign [TADS Lunch Deposit Request](#) and drop off in the school office. Checks (payable to Salem Food Service) or cash may also be dropped off at any time to make sure your child's lunch balance is well funded. Please record any [Food Allergies or Special Food Needs](#) that your child may have. The Salem Food Service will contact you if there are any concerns about your food requests.

PK-8 Additional Services

Salem offers additional services for students interested in band, piano, or if you are in need of before and/or after school care. Please register each child in your family separately if you have an interest in using any of these services.

[Band \(Grades 4-8\)](#)

[Piano \(Grades PK-8\)](#)

[Before & After School Care \(PK-8\)](#) Before Care: 7:00-8:30am, After Care: 3:40-5:00pm

PK-8 Health Information

New Preschoolers and students entering Kindergarten and Grade 7 need to have their school health examination forms completed before school begins. Seventh graders are required to have the HEP B vaccine. Please have the most current health record sent to our school or have your health care provider fill in the [Student Immunization Form](#) for you. Your clinic can also just fax health records to us at 651-439-0035. Preschoolers that already have a record on file do not need to send updates if their health record has not changed. Preschoolers also need to have a [Health Care Summary](#) on file with us.

K-8 Bus Information

The daily school schedule is **9:15 AM- 3:40 PM**. If you live in the Stillwater School District - 834 and will be using bus services (and did not return a bus form to the school office already) you will need to register your child for transportation. Please fill in the [Bus Registration](#) form or contact the Stillwater Transportation Department for District 834 (651-351-8377). Preschool students must be registered directly with the Transportation Department unless their older siblings will be riding the bus with them and they have been registered already.

K-8 Sports Information

If your child is interested in a fall sport, please complete the form which applies to their interests.

[Girls Volleyball](#)

[Boys Soccer](#)

[Cross Country](#)

We also are in immediate need of coaches for boys soccer, girls volleyball (A and B teams will be coached together), and cross country. Please complete the Coaching Interest form to let us know of any coaching interests you may have in helping with these or any of our school sports throughout the year. Any questions should be sent to Jessica Klatt our Athletic Director (ijklatt@salemlutheran.org).

[Coaching Interest](#)

PK-8 Volunteer Opportunities

We love our volunteers at Salem! If you can help us during the school year, we would love to know how best to use your gifts. All volunteers are required to complete a background check (if not already on file) if they will be working directly with students. This form is available to be filled out in the church office since it needs a notary.

[Salem Volunteer Sign Up](#)

PK-8 TADS Payments

We are again using TADS to help manage payments to Salem Lutheran School. **If you have not already done so, please complete the TADS Tuition Agreement that you should have received by email as soon as possible.** Contact the school office if you need the agreement sent to you again or you are requesting changes to your enrollment or payment plan. TADS Customer Service can help with any changes to banking or contract changes. Contact them at 612-548-3320 if you have any questions on your agreement. Please note lunch payments and before/aftercare payments may also be scheduled using your TADS agreement. Contact the school office for more information.

Important Dates to Note:

Preschool Families

Preschool Parent Information Nights: Wednesday, August 14 @ 4:00 pm or Monday, August 19 @ 6:00 pm. Two information nights are available and you may choose either one to attend. Children are welcome to come with you but are not required. Both nights will include a presentation from our Preschool Director, Mrs. Grobe, on all of the policies and procedures for the school year along with an introduction to preschool staff and our Principal, Ryan Klatt. There will be time to meet your child's teacher, see your child's classroom and ask questions. You will also have a chance to drop off any immunization forms and start a lunch account for your child if needed. Both information nights will be held in the church sanctuary. We also invite you to attend one of two presentations that will be given on **August 19 at 5:30 pm and again at 6:30 pm in the school gym.** This presentation will be given by Principal Klatt to welcome all our parents and students to the new school year.

K-8 Families

Visit with the Teachers - Wednesday, August 14, 4:00-7:00 pm

Each K-8 teacher will be stationed at a table in the Fellowship Hall/Lunch Room. Please contact the school office if you would prefer a home visit.

Welcome Night - Monday, August 19, Presentations at 5:30 pm & 6:30 pm

A presentation will be given, one at 5:30 pm and again at 6:30 pm in the school gym to allow Principal Klatt to share with you important information needed for the new school year. Parents and students can also use this time to drop off supplies, verify tuition payment, set-up their lunch account, find their desks, and drop off any unfinished paperwork.

Monday, August 26 - First day of school 9:15 am - 3:40 pm

We look forward to seeing you in August. May the rest of your summer be a blessed one!