



Bret Harte Elementary School

1556 East 56th Street ♦ Chicago, Illinois 60637 ♦ (773) 535-0870 main ♦ (773) 535-0666 fax

Shenethe Parks
Principal

Turan Crockett
Resident Principal

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Assistant Principal

July 21, 2017

Greetings Bret Harte Families,

I hope the summer break is off to a great start and the students are busy reading and enjoying memorable activities to complete the Summer Learning Passport that can be shared when they return to school. The budget for the 2017-2018 school year has been released. Details will be provided to you once the budget is prepared to be distributed. It is our goal to ensure that we have a quality instructional program that meets the needs of every student in spite of the financial crisis that we face as a district. In the meantime, take a moment to review the details to assist you with the your preparations for the upcoming school year.

First Day of School ♦ Tuesday, September 5, 2017 ♦ 8:15 a.m. – 3:15 p.m.

Back-To-School Ice Cream Social

You are cordially invited to attend our annual **Back-To-School Ice Cream Social on Friday, September 1st** from 1:30pm – 3:00pm. Please join us as we welcome our new and returning families for the 2017-2018 school year. This is a great opportunity to meet your child’s teacher, the school staff and to build relationships with other Bret Harte Families. Contact the main office at (773)535-0870 to confirm your RSVP for your family by Monday, August 28th.

School Start Time /Dismissal

Breakfast: 8:15 a.m. (Earliest drop-off 7:45 a.m.)
Lunch & Recess Hours: 11:25 a.m. – 1:15 p.m.

Start Time: 8:15 am
Dismissal: 3:15 pm

Attendance plays a major role in the success of our school. We are aiming to maintain a **96% or higher** attendance rate for the 2017-2018 school year. Excessive tardiness, unexcused absences and frequent early dismissals severely impact the educational process within our school. Staff supervision of students start at 7:45 am and students are not permitted to enter the building prior to that time. Students are dismissed at 3:15pm and parents are expected to pick-up students on time. Tuition based after-care services are available to support families until 6:00 pm. Please contact the school for registration of the after-care program. Additional afterschool information regarding our extra-curricular programs will be sent home in September and the programs are set to begin in October.

School Fees

We are committed to offering a high quality instructional program and provide endless learning experiences for our students. Due to the limited financial resources in our district, we need your support with timely payment of school fees and participation with fundraisers. We welcome donations and/or resources that can enhance the educational experience for every child at Bret Harte School.

The student fees are used as a supplement to support the foundation of our educational process at Bret Harte School. Each student in K-8th are assessed a \$50 fee that can be paid by cash or money order (payable to Bret Harte School). Student fee payments can be made prior to the first day of school in the main office and a receipt will be provided at that time. ***All school fees must be paid by Friday, September 22, 2017****. We are sensitive to the financial hardships that many of our families experience. If you need to make payment arrangements, please contact the main office. The school fee includes:

Instructional Supports: (Supplemental for core subjects, magazine, and school-wide programs)	\$45
Agenda/Journal Notebooks:	\$ 5
	\$50

*School fees must be paid in full prior to the student’s participation in afterschool programs and field trips.

Medical Compliance

Physical examinations are required upon enrollment or by **October 13, 2017** for currently enrolled students.

Physical examinations are required for:

- Preschool and Kindergarten (physical exam and lead screening through age 6)
- 6th grade students
- Any student entering CPS for the first time

School Uniforms

Students must adhere to the school uniform policy everyday. Students must report on the first day of school fully dressed. The uniforms consist of the following:

Khaki (Tan) bottoms - pants, skirts, shorts, knee length shorts and capri length pants

Light blue or white shirts – polo/collar shirts

Students that adhere to the uniform policy for the entire month can participate in the “Badger Day” school-wide uniform incentive on the last Friday of each month. The cost to participate is **\$1 each month or \$10 for the year**. The “*Badger Days*” are scheduled for **September 29th, October 27th, November 17th, December 22nd, January 26th, February 23rd, March 30th, April 27th, May 25th, and June 15th**.

Gym Uniforms

Bret Harte gym uniforms are *mandatory* for the upcoming school year. The students are required to wear the Bret Harte Badger t-shirt / shorts during the warmer months and the Bret Harte Badger sweatpants during the colder months. **Students that are not properly dressed for gym will have points deducted which will impact their grade in the class.** The students must report to school fully dressed in their gym uniforms on the assigned gym days. In order to prevent a disruption of the educational process and wasting instructional time, students will not be permitted to change clothes for gym. We offer three options for uniform purchase:

Option 1: Shirt / Shorts	\$20
Option 2: Shirt / Sweatpants	\$25
Option 3: Shirt / Shorts / Sweatpants	\$35 (Recommended for all seasons)

Gym uniforms can be purchased during the summer months to ensure that students receive their items before the opening of the new school year. There will only be three mass orders at the beginning of the year: **August 11th, August 25th, and September 8th**. After the final order, uniforms can be purchased at the off-site location at anytime during the summer months and school year. Please be advised that the uniforms are printed and ready within 10 minutes at the off-site location.

Schools Are Us - 3146 W. 111th Street – Chicago, IL 60655 – (773) 779-0172

Instruction & Parental Involvement

We are on our 1st year of the 2-year educational plan - C.I.W.P. (Continuous Improvement Work Plan). We are committed to preparing every child for college and career readiness, meeting the needs of all students through enrichment and intervention supports. We will provide a safe and supportive environment that promotes academic excellence, reflection, responsibility for self and community and respect for diversity. Everything that we do will support our mission. We have made organizational changes that will assist with our goal to create a tailored curriculum that fits each child’s educational need. We will provide you with ways of how you can help us to continue to reach our goal at the **Open House on Thursday, September 14, 2017**. During this event, the “*State of Harte School*” Address will highlight the performance data, instructional goals, partnerships and the initiatives for the school. This is also a wonderful opportunity to connect with your child’s teacher, set goals, and receive more information about the curriculum and programs that will be offered this year. ***We are requiring each family to commit a minimum of 5 hours within the school (parent teacher conferences, parent meetings, classroom support, and recess/morning duty or dismissal duty).*** Parental involvement and communication is the key to a successful school. Information regarding parent meetings and events will be made available on our website, Facebook page, monthly newsletters and automated phone calls.

We look forward to greeting you at the Back-To-School Ice Cream Social. Please remember to contact the school by August 28th to confirm your attendance. If you have any questions or concerns, please feel free to contact the main office. Enjoy the remaining days of summer and we look forward to working collaboratively with you for the 2017-2018 school year.

Sincerely,

Shenette Parks