

# The Covenant School Parent Teacher Council

August 12, 2011

Dear Covenant Parents & Students:

It is hard to believe we are already getting ready for the 2011-2012 school year! The faculty and staff at The Covenant School (TCS) have been hard at work preparing for this upcoming year. Members of the Parent Teacher Council (PTC) have also been working to plan events and activities on behalf of the Covenant Community. We hope that you share in our excitement about the year ahead and that you find the information contained in this letter to be informative and helpful as you navigate through orientation and the first few weeks of school.

Whether you are a new or returning family, we welcome you and feel blessed to have you as part of the Covenant Family! The PTC New Families program seeks to contact new families, welcome them to TCS, and answer questions. In August, a TCS mentor or PTC representative will contact our new families. The Upper School has utilized the Ambassador Program, in which current students are paired with new students who will act as their ambassadors or mentors throughout the year. This program is intended to foster a smooth and positive transition into the Upper School. This program kicks off with the New Student-Ambassador Picnic on Friday, August 19 at 5:30, where all new Upper School students, their parents, and Ambassadors are invited.

All parents of students enrolled at TCS are considered members of the Parent Teacher Council. During orientation, the PTC provides important information regarding programs, special events, weekly prayer groups, and volunteer opportunities. This year the PTC will have "open meetings" from 12:30-1:30 on September 6 in the Lower School Library, December 6 in the Upper School Library and February 14 in the Lower School Library.

The PTC will again sponsor the Innisbrook Wrapping Paper promotion in the fall, the Box Tops for Education and the Retail Store Credit programs (which ran during the course of the school year), and the Geranium Sale which takes place in the spring. Registration for the Retail Store Program will occur early on in the school year and although costs nothing, can yield even greater benefits with increased TCS participation.

The *Volunteer Survey Form* was created by the PTC and is meant to be used by all departments and administrative areas within TCS. I have enclosed one for you to fill out. You can find additional forms on line. Please review this form and prayerfully consider where you might volunteer your time and talents within The Covenant School.

We are pleased to have a representative from rideSHARE join us during orientation. Please make sure to stop by and inquire at the rideSHARE table if you are interested in car pool opportunities.

Below is a brief checklist to assist you during Orientation. **Upper School Orientation** is on August 25: 7/8 grade 9:00-10:00, New Parent Orientation meeting 10:00-11:00, HS 11:00-12:00. **Lower School Orientation** is on August 26: Pre-K and K 1:30-2:30, 1-6 3:00-4:00, Parent and Student Meeting 4:00-4:30.

- Pick up your Student/Parent Handbook and School Directory (Upper School entrance/Lower School Multipurpose room)
- Visit the "form" table at the Upper School to ensure that all forms necessary for enrollment have been completed and signed.
- Upper School students obtain an Innisbrook packet
- Turn in your *Volunteer Survey Form* or fill one out at the PTC Table
- Register with rideSHARE for car pool information
- Upper School Parents stop by other information tables that pertain to your child: Athletics, Fine Arts, College Advising, etc.
- Check for Yearbook ordering information
- Lower School Parents sign up for grade level classroom opportunities
- Upper School Parents obtain your child's schedule and teacher assignments
- Lower School children's schedules, class rosters, and teacher assignments will be mailed home in August
- Upper and Lower School students obtain textbooks if you have not already done so
- Locate your child's locker/classroom(s): organize school supplies in locker
- Meet your child's teachers and walk through classroom schedule
- Upper School Parents obtain Rockbridge Retreat information and consider signing up to be a Parent Volunteer
- 9<sup>th</sup> graders visit the NYC 9<sup>th</sup> Grade Field Trip information table

If you have not already done so, please fill out the Alert Now and Emergency Medical forms that you should have received in the mail and return them to TCS or bring them with you to Orientation. These forms are extremely important.

The first few weeks of school are always extremely busy, but we want to take the opportunity to highlight a special school wide event, **TCS Fall Fest**. Please mark your calendars now for Friday, October 14<sup>th</sup>, at the Upper School campus. More details will follow soon in the **WAAG** (Week At A Glance), TCS's weekly information bulletin.

We hope that you will take advantage of the many opportunities to become involved in TCS. On behalf of the entire Covenant School Parent Teacher Council, *thank you* for your time, and we look forward to greeting you at Orientation.

In His Service,

Michelle Jennings  
Parent Teacher Council President

