



20 S. Woodrow Ave., Battle Creek, MI 49015 • 269-965-5560 • Fax 269-965-8038  
[www.calhounchristian.org](http://www.calhounchristian.org)

Dear CCS Families,

We hope you are enjoying your summer! Many exciting things are planned for the 2019-2020 school year. Most of the documents listed below are located in our Back to School section of our website found at [www.calhounchristian.org/parents/backtoschool.cfm](http://www.calhounchristian.org/parents/backtoschool.cfm). If you need a hard copy or have questions, please contact the office.

**PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:**

**Due to the need for staff training the Calhoun Christian School office will be closed until 10am on August 13th and all day on August 14th.**

**The office will be open:**

**8:00am to 6:00pm on August 12th  
10:00am to 3:00pm on August 13th**

**Closed on August 14th  
8:00am to 8:00pm on August 15th**

**8:00am to 3:00pm on August 16th.**

1. **Open House** [formerly known as Back to School Bash is on **Thursday, August 15 from 2-4 p.m. and also from 5:30-7:30 pm**. This will be open house style; come and go freely. This is a great opportunity to kick off the new school year, catch up with old friends, and meet some new ones! Come enjoy POPCORN AND ICE CREAM! You can bring in school supplies and chat with your student's new teacher. If you are a new family to CCS this year, please plan to attend the New Family Orientation in the chapel.
2. **New Family Orientation and Sycamore Training for parents-** will be held during the Open house. The revised lunch program will be explained. Training will also be provided on how to navigate feature of the Sycamore program. See the below schedule of times.
  - a. New family orientation- 2:30, 3:30, 6:00 and 7:00 [Chapel]
  - b. Sycamore Training- 2:00, 3:00, 5:30 and 6:30 [Computer Lab]
3. **Supply List** – There is a PDF of the required supplies for grades K-12 located on our website and attached to this email. For **Preschool**, the “Book and Supply Fee” you paid at enrollment covers all needed supplies. However there is also a PDF attached for important information from the director of our daycare, Mrs. Pidcock.
4. **Lunch Information- Free and Reduced Lunch Applications-** If you would like more information on the lunch program or need an application, please see the attached PDF. Forms will also be available at the Open House on August 15<sup>th</sup>. NOTICE- the lunch program will be revised this year. You will be able to order lunches and check your balance on Sycamore. [training provided at the Open House- see times above]

5. The **2019-2020 School Calendar** is attached and located on the website. The first day of school is **Monday, August 19<sup>th</sup>**. This is a ½ day with dismissal at 11:30am. Half day  
Preschool dismissal is 11:00am.
6. **Cleaning day-** August 12<sup>th</sup> from 4-8 p.m. Please consider attending this evening of preparing our school to look its best for the first day of school. Floors are waxed and ready to go! Teachers are preparing their rooms. We need help with general cleaning. This is a great way to get some of your needed volunteer hours in early! AND.... dinner is on us! ☺
7. **School Hours** –
  - Doors open at 7:30am
  - School Day (K-12): 7:45am – 2:50pm
  - Begingergarten: 8:00am – 2:50pm
  - Half Day School Hours
    - a) Preschool: 8:00am – 11:00am;
    - b) Begingergarten-12<sup>th</sup>: 7:45am-11:30am
  - Pick up: 2:50pm – 3:00pm
  - Extended Care: (ages 4-12): 7:00am – 7:45am and 2:50pm – 6:00pm  
(REGISTRATION IS REQUIRED FOR EXTENDED CARE)
8. **New Staff Members** – We have many staff changes this year. Please welcome our new Vice Principal and Athletic Director, Aaron Seifer, Enrollment Specialist, Candi Seifer, Educational Support Specialist, Amanda Hammond, Preschool Teacher, Cindy Roberts, Kindergarten Teacher, Liz Moody, Middle School Math Teacher, Summer LaBonte, Education Support, Christie Canfield . You can meet them at the **Open House on August 15<sup>th</sup>**.
9. **Athletics** – For any sports-related information, you can reach Aaron Seifer at [ccsad@calhounchristian.org](mailto:ccsad@calhounchristian.org). Sports physical forms can be picked up in the office or found on our website at [www.calhounchristian.org/activities/aforms.cfm](http://www.calhounchristian.org/activities/aforms.cfm) by scrolling to the bottom of the page. Remember your student **MUST** have a physical on file before beginning any sports practice.
10. **CCS Board Members** – The Board serves as the governing body of Calhoun Christian School in policy making and fiscal matters. The following are our current Board members and their positions:

Jason Woodard – President and member of the financial committee

Matt Lueck-VP and member of the financial committee

Vicki Milroy – Treasurer and member of the financial committee

Rob Tramel – Safety and Security

Matt Burkhart- Technology

Positions Needed- Buildings and Grounds, Development, Secretary, Education Committee

On behalf of the CCS Board, we would like to thank Jenn Reif for her service the last four years on the CCS Board of Directors. Her commitment and dedication to CCS has been greatly appreciated in this time of growth and further development of our school. Annually, the CCS Board takes applications from those interested in being either on the Board of CCS to help provide direction, advice to our administrator and her team, or to the various committee's that help operate the school. The terms on the school board are 2 years and can be renewed three consecutive times (no more than 6 years). At this time we are looking to fill at least 2 open slots. The committee terms are annual.

11. **Chapel Wear** – The Chapel Wear website is up and running through Jack Pearl's. All new students will need to have a Chapel Wear shirt. There will be a grace period until orders are processed. Ordering instructions can be found on our website at: <http://www.calhounchristian.org/parents/chapelw.cfm> Sample sizes and colors will be available at the Open House. If your student has outgrown their chapel wear, please bring it to the Bash as we will have a table for used Chapel Wear.
12. **Volunteers** – All CCS volunteers must have completed the Central Registry Clearance (CRC) process to serve or chaperone at CCS. **You need to reapply each year for the CRC and Chaperone/Volunteer forms.** If you need to apply for CRC Clearance/Volunteer/Chaperone, forms can be found at [www.calhounchristian.org/parents/dforms.cfm](http://www.calhounchristian.org/parents/dforms.cfm). You will need to complete the Central Registry Clearance Request Form as well as the Chaperone Agreement form, and give the office a copy of your driver's license.
13. **SCRIP** – Be sure to take advantage of our school SCRIP Program. This is a fantastic opportunity for you to simply shop, spend where you normally do, and earn money towards your own tuition and for the school. If you need more information about this program, please contact Necia DiTrapani at [scrip@calhounchristian.org](mailto:scrip@calhounchristian.org) or 269-965-5560.
14. **Extended Care** is available Monday through Friday, when school is in session, for preschoolers through age 12. Morning care is available starting at 7:00am until school begins. Afternoon care is available from 2:50pm – 6:00pm. This is a contracted program and yearly enrollment is required. Applications will be available at the Open House or you can contact the office for further information.
15. **Website** – Please check out our website: [www.calhounchristian.org](http://www.calhounchristian.org). You will find updated information on the home page as well as required forms in our Parent section.
16. **SUBS-** We are always in need of substitute teachers. If you are interested, please contact Mrs. Belote at [jerilyn.belote@calhounchristian.org](mailto:jerilyn.belote@calhounchristian.org) for more information.
17. **Middle School parent meeting-** Tuesday, September 3<sup>rd</sup> at 6:30 p.m.
18. **Live Nativity-** It is not too early to consider your part in LIVE NATIVITY! All students will be participating in this year's Christmas Program. Preschoolers will be under the direction of Mrs. Melissa Pidcock and her team. The preschoolers will be given direction concerning their attire. All other students, K-12 will be participating and will be in Bible Time costumes. All students will be responsible for securing their own costumes. However, to keep the speaking parts consistent, we need to have specific costumes for all students who are playing the parts of Mary, Joseph and the angel, Gabriel. We need 10 costumes for each of these three roles. If you are able to help with the costumes, please contact Mrs. Ginger Eckhart or Mrs. Diane Rome.
19. **Dismissal for Elementary Students-** The dismissal for Elementary Students will be slightly different this coming year. Please look for a handout at the Open House night explaining the new procedures. Dismissal times will remain the same, but we will be using a more safe and efficient way to get students into cars.
20. **CHEER!!!-9th-12th grade girls:** It is not too late to join fall cheer! This a great opportunity to work with a team of your peers from CCS and St Philip Catholic and while generating amazing school spirit!! Practices begin August 6th @9:30 AM in the St Phil Parish Center. All you need is a physical! Don't have one? Come to practice and get all the info so you can get started as soon as possible. Games begin August 29th! Any questions contact Coach Tina @623-694-9897

**We hope to see all of you at our Open House on August 15<sup>th</sup>! If you are unable to come, we will see you the first day of school on August 19<sup>th</sup>!**

In Christ,

The CCS Office Team