



# St. Michael – Albertville Independent School District 885

## *Excellence is Our Tradition*

August 1, 2017

Dear Ninth Grade Student, New Students and Parents/Guardians:

Welcome freshmen – Class of 2021 and new STMA students! The 2017-2018 school year will soon be underway, and your high school journey at STMA will begin. We hope that you have had a great summer as our staff prepares for another exceptional year at STMA. We are proud to be offering a high quality education taught by a dedicated and talented staff in a state-of-the-art building. We sincerely hope that you are anticipating the start of the new year with the same excitement that all of us are. In our ongoing quest to build a solid transition for incoming freshmen and new students, we have scheduled a few opportunities to help ease the transition to the high school. We suggest that you read the following information carefully and keep this letter for future reference.

**Please Note: Enclosed is a letter regarding our upcoming construction project. Please read the information carefully as we would like to keep you up-to-date throughout the project.**

### **Student Kick-Off Day – Tuesday, August 15th**

We are excited to announce our Student Kick-Off Day is Tuesday, August 15th from 10:00 AM to 6:00 PM for all high school students. This is an opportunity for students and their parents to pick up class schedules, tour the building and find their lockers. Counselors will be available throughout the day to help with any scheduling needs. Another special feature of the day will be that students will have their picture taken for the yearbook and ID badge. For your convenience, picture order forms are now available on the high school website at: <http://highschool.stma.k12.mn.us/> under the heading of “Picture Days.” (Click on *picture flyer*)

In addition to touring the building, students will be able to deposit money in their lunch account, purchase a parking permit (\$100 per year), and reconnect with friends, counselors and administrators. **Please note: The STMA Food Service Department will be using an online payment service called mySchoolBucks. You will also be able to access this information on the district STMA Website under the Food and Nutrition link.**

### **Freshmen and New Student Orientation – Wednesday, August 30th**

We are asking that all incoming freshmen and students new to the district, along with their parents, attend our orientation on the evening of Wednesday, August 30<sup>th</sup> from 6:00-7:30 PM. We will be starting with a brief program in the STMA High School Performing Arts Center at 6:00 PM. After the program, students will meet with their advisor in their homeroom to receive their schedule. Students will have an opportunity to tour the building, find their lockers and meet with their teachers. Lunch account credit and activity passes may be purchased at this time. Information on all our extracurricular activities will also be available that evening.

### **ParentVUE Online Parent Portal Information**

Parents are responsible for keeping ParentVUE family/contact information up-to-date. Please review your personal data and edit your email, phone numbers and emergency contacts directly in ParentVUE. **If you have an address change, please email your change to [colleenh@stma.k12.mn.us](mailto:colleenh@stma.k12.mn.us) along with the effective date of move and list all siblings attending district 885 schools.** You may use the convenience of FeePay to pay for class fees, parking fees and activity fees. See the STMA website for more information. If you have questions regarding the above information, please contact the helpdesk at [helpdesk@stma.k12.mn.us](mailto:helpdesk@stma.k12.mn.us) or call 763-497-6500 Ext. 4357.

### **Bus Information**

You will be notified by an automated message when the bus stop location and time information is available in the ParentVUE parent portal system. If you have any questions about transportation, please contact Don's Bus Service at: (763) 497-2585.

**School Supplies:** Materials needed on the first day of school include; notebooks and pocket folders for each class as well as pencils and pens.

**Important Schedule Information – Guidance Office Phone Number: (763) 497-6525**

The school counselors highly recommend you attend the August 15<sup>th</sup> Student Kick-Off Day to receive your schedule. Counselors will be available on August 15<sup>th</sup> to address schedule concerns on a walk-in basis. Counselors will not be available after August 22<sup>nd</sup> for scheduling as they are involved with district workshops/meetings. **Students who have not attempted to correct schedules by August 22<sup>nd</sup> will remain in their existing classes.**

**First Day Procedure – Tuesday, September 6th, 8:30 AM**

When you arrive at school, please report to your grade-level locker area to pick up various materials including your schedule and locker assignment (**9<sup>th</sup> & 10<sup>th</sup> grades on 1<sup>st</sup> floor, 11<sup>th</sup> grade on 3<sup>rd</sup> floor and 12<sup>th</sup> grade on 2<sup>nd</sup> floor**).

**Please Note:** Lunch credits may be purchased by depositing checks in the drop boxes located in the cafeteria or in the main atrium. Checks should be placed in the drop boxes prior to 2<sup>nd</sup> Period. Hot lunch and milk prices are located on our district website located under the heading “food service.” An ala Carte line/third line is also available. Lunch ID cards will be provided for use in the lunch line.

**School Pictures**

Students are encouraged to attend the Student Kick-Off Day on August 15<sup>th</sup> to take their school picture. For those students who cannot attend, school pictures will be taken on Thursday, September 7<sup>th</sup>. All students are required to have proper school identification and must have their picture taken for this purpose. For your convenience, picture order forms are now available on the STMA High School website at <http://highschool.stma.k12.mn.us/> under the heading of “Picture Days.” Click on *picture flyer*. Picture purchase information will also be available on the first day of school.

**Seniors, please note:** Senior pictures for the yearbook are due October 31<sup>st</sup>. To submit your senior photo, please go to the high school website for instructions (yearbook link). Yearbook portrait requirements: no props such as trees, rocks, animals, cars, instruments, etc. Head and shoulder pose only. If you have any questions concerning senior pictures, please contact our yearbook advisor, Katie Sebens at: [kaitlins@stma.k12.mn.us](mailto:kaitlins@stma.k12.mn.us). Seniors, for your convenience, on kick-off day, there will be a “senior photo station” set up to take a formal headshot for the yearbook at no charge!

**Important Dates – First Trimester**

August 14th	Fall Sports Start	
August 15th	Student Kick-Off Day	10:00 AM – 6:00 PM
August 30 <sup>th</sup>	Freshmen/New Student Orientation	6:00-7:30 PM
September 5th	First Day of School	8:30 AM
September 29 <sup>th</sup>	Homecoming (football game at STMA MS West)	7:00 PM
October 12th	Fall Parent/Teacher Conferences	4:00-7:00 PM
October 16th	Fall Parent/Teacher Conferences	5:00-8:00 PM

Enclosed is our health information form that needs to be completed and returned to the health office prior to the start of the school year. If you have any medical concerns, please contact Teesha Lindenfelser LSN, at: (612) 221-7820.

Best wishes for an enjoyable and successful school year,

Robert Driver



Principal

St. Michael-Albertville High School