



June 17, 2024

Welcome St. Catherine's Preschool Families,

We hope you are all enjoying the sweetness of summer!

St. Catherine's Preschool is a strong and supportive community. Our preschool theme this year is focused on supporting each other, our families, our staff and our parish community. The bible verse above says it perfectly:

"Let us be concerned about one another in order to promote love and good works"
Hebrews 10:24

We are looking forward to seeing all our returning St. Catherine's Preschool families and very excited to welcome our new St. Catherine's Preschool families to a loving new school year.

I would like to introduce myself and our School Administrator, Sarah Hardeman, to our new families. I am incredibly blessed with two wonderful children Lindsey and Jeff. Lindsey and her husband, Preston, are both graduates of Georgia Tech University. Lindsey and Preston moved to New York City where they received their MBAs from Columbia University. I am so blessed they moved back to Atlanta in 2017. We welcomed our beautiful baby girl Amelia James to our family in August of 2020, right in the middle of the pandemic. This year, God blessed us with another precious baby girl to our family. Eden "Edie" Claire was born in March of 2024. I am a very proud grandmother. My son Jeff graduated from Reinhardt University where he received his Bachelor of Science degree in Business. He received a second degree in Education. Jeff is an Online/Sales and Content Manager for Oldcastle Infrastructure, Inc. I am proud to begin my 29th year as Director of this fantastic preschool.

I am thrilled to start my 2nd year as Administrator. I have a degree in Child and Family Development from the University of Dayton. I also have many years of office experience. Before coming to the preschool as the 5 day 4's assistant, I was a volunteer, substitute teacher and part-time parapro at the big school. I am starting my 6th year at preschool but have been part of the SCS family since our daughter, Grace, was in kindergarten. She will be starting high school this year. We attend St. Francis of Assisi in Cartersville. My husband, Jaime, and I have been married for 19 years. I was born and raised in Ohio, and we moved to Georgia in 2006. We knew we would move down here at some point since my husband is a University of Georgia grad – GO DAWGS! As a family we enjoy running lots of 5k's and 10k's. I ran my first half marathon in 2022 and look forward to

training and running another one. I enjoy hanging out with my family and our dogs, reading, cooking and baking, coffee, chocolate, and a good nap on a Sunday afternoon. I am looking forward to meeting all of you and your kiddos.

We both feel truly blessed to be a part of such a wonderful family of staff, teachers, parents, and children.

Now it is time to pull out your calendars and mark some very important dates.

We will have Supply Drop Off days on Tuesday, August 6th and Wednesday, August 7th. Please see the attached schedule for the day and time of your child's particular class. Your child's teachers will be there to greet you.

Parent Orientation nights are Wednesday, August 7th and Thursday, August 8th. See attached schedule.

Meet and Greet morning is Friday, August 9th. See attached schedule.

Attached is an age specific supply list of the supply items needed. These are the items your child will need to start the school year. These are the supply items that you will give to your child's teacher at their Supply Drop Off day.

The first day of school will be Monday, August 12th at 9:00 a.m. for all classes except our Wee 2's class which begin on Tuesday, August 13th at 9:00 a.m. The 5 Alive students that are eligible to begin at 8:00 a.m. will begin on Monday, August 12th.

We are very excited to be able to offer a Before and After School Program for qualified students in our preschool. Information on this program is attached.

Another important part of our amazing preschool is our Volunteer Committees. This is a great way for you to get involved in our St. Catherine's Preschool community. We have attached a form with information on each of our Volunteer Committees at our preschool. Our fantastic preschool could not be so awesome without YOU volunteering to help make it this way. If you are interested, fill out the attached form and return it to your child's teacher in their preschool folder. The committee chair will contact you within the first month of school to give you specific information about each volunteer group you are interested in joining. The good news, there is no limit to the number of committees you may sign up for!!!

Copies of your child's birth certificate and immunization form (#3231) must be on file before the first day of preschool, August 12th. Many of you have already submitted these documents and it is not necessary to do so again. If your child's immunization form has expired, we will need an updated one. If you are unsure, please contact the preschool for an update.

Our preschool newsletter is the "Chit Chat". If you have a small business that you would like to share with our preschool families, please drop a business card by the preschool office or scan and email to preschool@stcatherinercc.org and it will be included in the Chit Chat. We have a "Company Collage" page in all issues of the Chit Chat. This gives our families a chance to share their businesses with each other.

Three wonderful sources of information are our website at www.scspreschool.org, Instagram, and you can find us on Facebook @stcatherinespreschool or St. Catherine of Siena Catholic Preschool.

Our entire preschool staff is incredibly excited to get back and begin another fabulous year with your children! If you have any questions or concerns, please do not hesitate to give us a call.

Thank you and keep resting in the joys of summer!

Peace and Blessings,

Karen Pickens
Karen Pickens
Director

Sarah Hardeman
Sarah Hardeman
School Administrator

SUPPLY DROP OFF

Tuesday, August 6th

9:30 a.m. – 9:45 a.m. – 2's (Mon/Wed/Fri class)

10:00 a.m. – 10:15 a.m. – 2's (Monday – Thursday class)

10:30 a.m. – 10:45 a.m. – 2's (Mon/Tues/Wed class)

11:00 a.m. – 11:15 a.m. – 3's (Monday – Thursday class)

11:30 a.m. – 11:45 a.m. – 3's (Monday – Friday class)

12:00 p.m. – 12:15 p.m. – 3's (Mon/Wed/Fri class)

Wednesday, August 7th

9:30 a.m. – 9:45 a.m. – WEE's (Tuesday/Thursday class)

10:00 a.m. – 10:15 a.m. – K4's (Monday – Thursday class)

10:30 a.m. – 10:45 a.m. – K4's (Monday – Friday class)

11:00 a.m. – 11:15 a.m. – Early 5's (Monday – Friday class)

11:30 a.m. – 11:45 a.m. – 5 Alive (Monday – Friday class)

(Supply drop off will be through carpool line. Your teachers will be out front to greet you 😊)

2024-2025 MASTER SUPPLY LIST
FOR ST. CATHERINE'S PRESCHOOL

Wee Two's Classes

- 1 – box (8 count) jumbo Crayola Crayons
- 3 – Giant ELMERS glue sticks (1.4 oz)
- 1 – (4 pk) Jumbo Paint Brushes
- 1 – box (80+ count) of baby wipes
- 1 – box quart slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – box gallon slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – package 6" paper plates – uncoated
- 1 – package 9" paper plates
- 1 – roll of paper towels
- 2 – reams 20 lb. (500 sheets) 8 ½ x 11 multiuse copy paper
- 1 - seasonal change of clothes (please include socks) in a labeled zip lock bag
- 1 – reusable water bottle with child's name on it to be brought to school each day



2-Year-Old Classes

- 1 – box (10 count) CRAYOLA CLASSIC washable markers (fat not thin)
- 6 – ELMERS glue sticks – 0.77 oz
- 1 – Crayola My First Washable Jumbo Watercolor and Brush set – 4 colors
- 1 – box (8 count) CRAYOLA JUMBO Crayons – classic colors
- 1 – box (80+ count) of baby wipes
- 1 – box quart slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – package 6" paper plates – uncoated
- 1 – package 9" paper plates
- 1 – roll of paper towels
- 1 – package of dixie cups coated or plastic 5 oz
- 2 – reams 20 lb. (500 sheet) 8 ½ x 11 multiuse copy paper
- 1 – 4 pack PLAY-DOH classic colors for kids 4 oz cans (16 oz total)
- 1 – Youth Medium Gildan brand t-shirt any color (can get at Michaels or Hobby Lobby)
- 1 - seasonal change of clothes (please include socks) in a labeled zip lock bag
- 1 – reusable water bottle with child's name on it to be brought to school each day

3 Year Old Classes

- 1 – pair of FISKAR 5" blunt tip kid's scissors – Ages 4+
- 6 – ELMERS glue sticks – 0.77 oz
- 2 – boxes (10 count) CRAYOLA CLASSIC WASHABLE markers (fat not thin)
- 2 – box (24 count) CRAYOLA CLASSIC Crayons (thin, not washable)
- 2 – (8 color) CRAYOLA washable watercolor sets
- 1 – (8 count) CRAYOLA colored pencils
- 1 – box (80+ count) of baby wipes
- 1 – box quart slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – box gallon slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – package 6" paper plates – uncoated
- 1 – package 9" paper plates
- 1 – roll of paper towels
- 2 – reams 20 lb. (500 sheet) 8 ½ x 11 multiuse copy paper
- 1 – pack of 25 sheet protectors
- 1 – seasonal change of clothes (please include socks) in a labeled zip lock bag
- 1 – reusable water bottle with child's name on it to be brought to school each day



K4 Classes

- 1 – pair of FISKAR 5" blunt tip kid's scissors – Ages 4+
- 6 – ELMERS glue sticks – 0.77 oz
- 2 – box (10 count) CRAYOLA CLASSIC washable markers (thick ones)
- 2 – box (24 count) CRAYOLA CLASSIC Crayons (thin, not washable)
- 2 – (8 color) CRAYOLA washable watercolors set
- 1 – (12 count) CRAYOLA Colored Pencils – (not erasable)
- 1 – box (80+ count) of baby wipes
- 2 – reams 20 lb. (500 sheet) 8 ½ x 11 multiuse copy paper
- 1 – box quart slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – package (500 count) napkins
- 1 – roll of paper towels
- 1 – 4 pack PLAY-DOH classic colors for kids 4 oz cans (16 oz total)
- 1 – NEW TAN pillowcase standard size – ALL COTTON – NO ZIPPER
- 2 – seasonal change of clothes (please include socks) in a labeled zip lock bag
- 1 – reusable water bottle with child's name on it to be brought to school each day

Early 5's and 5 Alive Classes

- 1 – pair of FISKAR 5" blunt tip kid's scissors – Ages 4+
- 6 – ELMERS glue sticks – 0.77 oz
- 2 – box (10 count) CRAYOLA CLASSIC washable markers (thick ones)
- 3 – box (24 count) CRAYOLA CLASSIC Crayons (thin, not washable)
- 2 – (8 color) CRAYOLA washable watercolors set
- 1 – (12 count) CRAYOLA colored pencils (not erasable)
- 2 – reams 20 lb. (500 sheet) 8 ½ x 11 multiuse copy paper
- 1 – box (80+ count) of baby wipes
- 1 – box quart slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – box gallon slider zipper bags (Walmart's Great Value brand is fantastic)
- 1 – package (500 count) napkins
- 1 – roll of paper towels
- 1 – 4 pack PLAY-DOH classic colors for kids 4 oz cans (16 oz total)
- 1 – NEW TAN pillowcase standard size – ALL COTTON – NO ZIPPER
- 1 – seasonal change of clothes (please include socks) in a labeled zip lock bag
- 1 – reusable water bottle with child's name on it to be brought to school each day

HELPFUL HINTS TO MAKE THE BEGINNING OF THE YEAR WITH SUPPLIES A SUCCESS!

1. Please put your child's supplies in a large brown paper grocery bag marked with your child's name on the front.
2. Please use the brand names that we suggest. We have tried, throughout the years, many different types of supplies and the ones that we have suggested proving to be the best for your child and his/her success. Walmart, Target, and Staples carry most of these products. You can also purchase many of the supplies on-line at discountschoolsupply.com.
3. Please realize that as your child needs replenishment of any of the above-mentioned supplies, a note will be sent home to you requesting what specific supplies are needed.



PARENT ORIENTATION NIGHT

Wednesday, August 7th (6:00pm-7:00pm)

2's – Monday / Wednesday / Friday

2's – Monday through Thursday

2's – Monday / Tuesday / Wednesday

3's – Monday through Friday

3's – Monday / Wednesday / Friday

Thursday, August 8th (6:00pm-7:00pm)

WEs – Tuesday / Thursday

3's – Monday through Thursday

K4's – Monday through Thursday

K4's – Monday through Friday

Early 5's – Monday through Friday

5 Alive – Monday through Friday

(an email reminder with details will go out the week of August 1st)

Meet and Greet Schedule

Friday, August 9th

9:30 – 10:00 a.m.

Wee 2's class

3's Monday – Friday

K4's Monday – Thursday

10:30 – 11:00 a.m.

2's Monday – Thursday

2's Mon/Tues/Wed

3's Monday – Thursday

11:30 – 12:00 noon

2's Mon/Wed/Fri

3's Mon/Wed/Fri

K4's Monday – Friday

Early 5's Monday – Friday

5 Alive Monday – Friday



(an email reminder with details will go out the week of August 1st)

ST. CATHERINE'S PRESCHOOL PARENT VOLUNTEER COMMITTEES

Listed below is a list of committees that our preschool has developed for our parents. We would truly appreciate any help that you can give our preschool. Please review these committees and if you feel that you can help on any of these committees, sign your name under that committee(s). Also, make a note of the days that you would be able to volunteer. Thank you in advance for all your love and support of our preschool!!!

HOSPITALITY COMMITTEE – This committee is designed for volunteers who would like to help with setting up, breaking down and being a host during some of our special events such as Catholic Schools Week, Muffins for Mom, Donuts for Dad, Graduation etc.

VOLUNTEER CHAIRPERSON:

Name: _____

Phone #: _____

Email: _____

TEACHER APPRECIATION COMMITTEE (T.A.C.) – This committee is designed for volunteers that would like to help with giving our teachers a little sign of appreciation monthly.

VOLUNTEER CO-CHAIRS:

Name: _____

Phone #: _____

Email: _____

CARE AND CONCERN COMMITTEE – This committee is designed for volunteers who would be willing to be involved in sending cards for births, illnesses or deaths within our preschool families and provide a meal for those in need.

VOLUNTEER CHAIRPERSON:

Name: _____

Phone #: _____

Email: _____

SPIRITUAL COMMITTEE - This committee is designed for volunteers who would like to be involved in building and nurturing the spirituality of our preschool.

VOLUNTEER CHAIRPERSON:

Name: _____

Phone #: _____

Email: _____

LIBRARY COMMITTEE - This committee is designed for volunteers who could inventory books and organize the library, pending new guidelines.

VOLUNTEER CHAIRPERSON:

Name: _____

Phone #: _____

Email: _____

CATHOLIC SCHOOLS WEEK COMMITTEE - This committee is designed for volunteers who would like to organize and develop activities during Catholic Schools Week.

VOLUNTEER CHAIRPERSON:

Name: _____
Phone #: _____
Email: _____

NEWCOMERS COMMITTEE - This committee is designed for volunteers who would like to be a part of welcoming new families to our preschool.

VOLUNTEER CHAIRPERSON:

Name: _____
Phone #: _____
Email: _____

NORTH POLE COMMITTEE - This committee turns our library into the wonderful North Pole for visits during the Christmas Parties.

VOLUNTEER CHAIRPERSON:

Name: _____
Phone #: _____
Email: _____

GARDEN COMMITTEE - This committee is designed to work together to create special garden areas and maintain already established gardens around the parish grounds.

VOLUNTEER CHAIRPERSON:

Name: _____
Phone #: _____
Email: _____



St. Catherine's Preschool

Dear Parents,

We are so pleased to announce that the Before and After School Program has been approved by Georgia's Bright From the Start for St. Catherine's Preschool.

What this means is that if you have a child enrolled in the preschool and they are 3 years old to 6 years old, they are eligible to stay in our Before and After School Program. The preschooler **MUST** be fully potty trained with no accidents to apply for the program.

These are the times for the Before and After School Program for the 2024-2025 school year:

- Before School Fee - \$8.00 per day / per student for hours 7:45 a.m. to 8:55 a.m.
- After School Fee – \$10.00 per day / per student for hours 1:00 p.m. to 3:00 p.m.
- After School Fee – \$15.00 per day / per student for hours 1:00 p.m. to 4:00 p.m.
- Registration Fee - \$45.00 per child. One-time fee per child per school year
- Payment for the enrolled month is due on or before the first of the month and will be handled through our FACTS Management Company
- A \$1.00 per minute/per child fee will be charged if past the designated times listed above

Please note that the program enrollment must be a specific number for the program to be able to run. If that number is not met, we will not be able to run the program.

An electronic calendar will be sent out before the school year for you to sign up each month for any before and after days you are interested in. Each month's calendar is due the month before, by the 24th. For example, August calendar is due by July 24th, September calendar is due by August 24th, etc. Once a month the preschool dismisses at noon and there will be no after school program that day.

An email will be sent out to each family registered in the before and after school program verifying days the program will run for that month. Your FACTS account will be billed on the 1st of each month.

If you have any questions, please do not hesitate to contact the preschool office, 770-590-0480.

Peace,
Karen Pickens
Karen Pickens
Director