



Bret Harte Elementary School

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

Charlie Bright
Principal

Meghan Fido
Assistant Principal

July 18, 2018

Greetings Bret Harte Families,

I hope the summer break is off to a great start and the students are stimulating their minds and bodies with all the events the city has to offer. This is a wonderful time to spend with family and make memories. At Bret Harte, we have been working this summer to add new programming and fundraising opportunities to support our students. Several of our teachers have been in the building working summer camp, enriching our primary and middle school students through small group tutoring, and getting their classrooms prepared for their students. Our website: <http://harte.cps.edu> will provide you with grade specific school supply lists, a link for our Smile Amazon account, and links to sign up for our Dine Out Days! Please take the time to review the details below to assist you with the preparations for the upcoming school year.

First Day of School ♦ Tuesday, September 4, 2018 ♦ 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, August 31st** from 1:30pm – 3:00pm. Please join us as we welcome our new and returning families for the 2018-2019 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 27th.

School Start Time /Dismissal

Breakfast: 8:15 a.m. (Earliest drop-off 7:45 a.m.)
Lunch & Recess Hours: 11:30 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 2018-2019 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 a.m. and students are not permitted to enter the building prior to that time. Students are dismissed at 3:15 p.m. and parents are expected to pick-up students on time. Tuition based after-care services are available to support families until 6:00 p.m. Please contact the school for registration information. 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 and Online Payments

We are committed to offering a high quality instructional program and endless learning experiences for our students. Due to limited financial resources in our district, we need your support with timely payment of school fees and participation with fundraisers. We are happy to announce that we now have an online payment system set up for parents to pay from the comfort of their home using a credit card or PayPal account. Visit <https://magic.collectorsolutions.com/magic-ui/login/cps-23561-bret-harte-elementary> to make a payment toward student fees, order a gym uniform, pay for dress down days, pay for a field trip, or make a donation!

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 21, 2018***. 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, magazines, 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 12, 2018** 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 28th, October 26th, November 30th, December 21st, January 25th, February 22nd, March 29th, April 26th, May 31st, and June 14th**.

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 31st, September 7th, and September 21st**. 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, and sustaining a rigorous curriculum. 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 will provide you with ways of how you can help us to continue to reach our goal at the **Open House on Tuesday, September 18, 2018**. 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. **It is required that each family member who wants to volunteer in the school or attend field trips register on cpsvolunteers.org as a Level 1 or Level 2 volunteer.** Parental involvement and communication is the key to a successful school. Information regarding parent meetings and events will be made available on our website, Class DOJO, 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 27th 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 2018-2019 school year.

Sincerely,

Charlie Bright & Meghan Fido