



# Our Lady of Guadalupe School

In the MSJ Dominican Tradition



### Inside this issue:

**PAGE 2**  
Calendar  
Prayer Requests  
Emergency Drill Information

**PAGE 3**  
New School Office Email  
Bookkeeping Notice  
Parent Referral Program  
Yearbook Ordering

**PAGE 4 & 5**  
OLG Summer Session

**PAGE 6**  
Summer Session  
Registration Form

**PAGE 7**  
Service Hour Notes  
Mandatory Parent Meetings

**PAGE 8**  
Willy Wonka DVD and  
Costume Order Forms  
Rice Bowl Update

**PAGE 9**  
Enrollment Information  
Parent Student Handbook  
Amendment

**PAGE 10**  
Extended Care Hours

**Page 11**  
Healthy Family Night Info

**PAGE 12**  
Spring Concert News

### First Day of School

The first day of school for the 2018-2019 school year will be Tuesday, August 21, 2018.

Dear OLG Families,

On Sunday, April 22, more than a billion people around the world will celebrate Earth Day by participating in neighborhood clean-up efforts. The **grassroots** movement began in 1970 when twenty million Americans took to the streets to voice their concern about the **deteriorating** environment...(with) over 50,000 partners in 195 countries, the Earth Day Network (EDN) is credited with **instigating** many of our current environmental policies, including the Clean Air Act, Clean Water Act, and Endangered Species Act.

*“Earth Day 2018 is dedicated to the most **significant** problem facing our planet today – plastic pollution.” (from DOGOnews.com)*

On Monday, the Earth Day Mass planned and prepared by our 5<sup>th</sup> and 4<sup>th</sup> graders had to be postponed due to a paint job that did not have a chance to dry sufficiently. We will celebrate it on **Thursday, April 26 at 11:30 AM**. Please do join us if you can. For their Service Learning Project, our 8<sup>th</sup> graders are focusing on the Catholic Social Teaching, Care for Creation. They are not only learning and teaching what this CST means, but will also be upgrading OLG School’s recycling efforts. We continue to thank Mrs. AnnMarie Silveira for her leadership in directing the Garden Club. Thank you to our young people for leading the way in taking care of Mother Earth!

Blessings to our 5<sup>th</sup> graders as they head for Camp Arroyo today and our Kinders and 1<sup>st</sup> graders who will visit the Oakland Zoo tomorrow. Thank you to the parents whose presence enables us to take these field trips and attend these camps.

May this Easter Season continue to fill you and your families with the Spirit of Joy.

In God’s Peace,  
S. Janice Therese, O.P.



We do not inherit the earth from our ancestors, we borrow it from our children.  
-Native American Proverb

## CALENDAR AT-A-GLANCE

WED-FRI	Apr 18-20	5 <sup>th</sup> Grade to Camp Arroyo
THU	Apr 18	K & 1 Grade to Oakland Zoo
FRI	Apr 20	Service Hour Reporting Deadline
MON-THU	Apr 23-26	Grade 4 Snack Sale
THU	Apr 26	11:30 a.m. Celebrate Earth Mass <b>(Full Uniform)</b>
FRI	Apr 27	Evacuation Drill: ALL CHILDREN MUST BE PICKED UP FROM SCHOOL THERE IS NO EXTENDED CARE
FRI	Apr 27	Healthy Family Night 6-8:30 p.m.
TUES	May 1	First Communion Retreat
TUES	May 1	School Board – 7 PM
WED	May 2	First Communion Practice
TUES	May 2	K – 8 Noon Dismissal Extended Care Open
THU-FRI	May 3-4	Student Council President Speeches & Elections

### Prayer Requests


- ♥ Please continue to keep Larissa Holmes in your prayers. Larissa (mother to Leila, gr. 2) has been recovering from multiple surgeries for brain aneurysms.
- ♥ Please pray for the soul of Mr. Lee Tatara, husband to Mrs. Christine Tatara, former teacher at our school when it was named St. Leonard's. May he rest in peace.
- ♥ Please pray for the soul of Gil Pamonag, godfather to Mrs. Katrina Maher (mother to Kyle Gonzales, grade 2). May Christ's Perpetual Light shine upon him.

### Emergency Drill

On **Friday, April 27<sup>th</sup>**, OLG School will hold an actual evacuation drill. Parents will receive an email, phone call and/or text message (if they have opted in to receive text messages). **Parents must send an authorized adult to pick up their child from school upon receiving the notification on this day.** This drill requires full participation from families. **To make sure that you are set up to receive emergency text messages from Our Lady of Guadalupe School via School Messenger, please "opt in" by texting "Y" to 68453.**

## New Email for School Office

Effective immediately, please send all emails regarding general school related questions, articles or comments for the school bulletin, etc. to Ms. Vicky at [vtrucios@csdo.org](mailto:vtrucios@csdo.org). Please continue to send all attendance matters to [attendance@olg-school.org](mailto:attendance@olg-school.org).



**BOOKKEEPING  
OFFICE CLOSED**

Mrs. Olavarria's office will be closed beginning on Wednesday, April 18 thru Friday, April 20. Payments can still be made at the school office.

## OLG Parent Referral Program

OLG's Parent Referral Program is still in effect. If you refer a family to our school and that referral results in a new student enrolling and completing two trimesters at OLG, a voucher for \$450 will be awarded to you, to be applied toward your own tuition fee or school account.

For more details about the requirements of the program or to have the referral form sent to you, please contact the school office at 510-657-1674. This is the time of year to talk to your friends and relatives about submitting an application online. Your personal referrals are most welcome!  
It's not too early to start thinking ahead to the upcoming 2018-2019 school year.

## Pre-Order your 2017-2018 Yearbook now!

### PRICING:

Hard Cover Yearbook **\$38.00**  
Soft Cover Yearbook **\$28.00**

**DEADLINE TO ORDER:** June 15, 2018

**FREE SHIPPING (on orders placed by 6/15/18):** All books will be delivered to the school by mid-August.

**ORDER OLINE AT:** <https://olgschool2017.picaboo.com>

**QUESTIONS:** Contact Ms. Harmuth by email at [eharmuth@csdo.org](mailto:eharmuth@csdo.org)

**Need help?** Visit [www.picabooyearbooks.com](http://www.picabooyearbooks.com), call 855-537-0050 or send email to: [info@picabooyearbooks.com](mailto:info@picabooyearbooks.com)





# Our Lady of Guadalupe School



**The OLG Summer Session will be open to incoming 6<sup>th</sup> graders as well as incoming K – 5<sup>th</sup> graders.** It will include both academic and enrichment courses. Want to help your child maintain what was learned over the school year? Want to keep your child learning fascinating topics over the summer? Sign your child up to join our dynamic staff for the summer. We offer courses that have been designed to help students learn in a happy and safe environment.

## **COURSES OFFERED**

Each day, the Summer Session is divided into a morning and afternoon schedule. Academics will be covered in the morning while enrichment courses will fill the afternoon. Academic courses in Language Arts and Mathematics will involve reviewing concepts learned over the prior school year. A Religion/Bible Camp will also be offered in the morning.

The enrichment courses will take place in the afternoon after lunch in two, 1-hour sessions with different activities offered. The students will be able to choose which enrichment course they will take each week. Options for the enrichment courses include Sports, Art, Fitness, Baking, Spanish, etc.

## **GENERAL INFORMATION**

### **Dates of Summer School for 2018 Session**

June 18, 2018 to July 13, 2018. No school on July 4, 2018.

### **Schedule**

7:00 AM – Campus Opens

8:00 AM – Academic Courses Begin

12:00-12:40 PM – Lunch

12:40-3:00 PM – 2 Enrichment Courses with a Snack Break

3:00-6:00 PM – Extended Care Available

## OLG SUMMER SESSION 2018 (continued)

### Cost

#### *Full Day, 7AM-6PM*

\$650 – 2 weeks

\$1200 – 4 weeks (\$100 discount)

#### *1/2 Day, 7AM-12PM*

\$380 – 2 weeks

\$700 – 4 weeks (\$60 discount)

#### *1/2 Day, 1PM-6PM*

\$300 – 2 weeks

\$550 – 4 weeks (\$50 discount)

### Contact Information

For general questions, please call the school office (510-657-1674).

Summer School Principal – Mrs. Shannon Bellison ([sbellison@cndo.org](mailto:sbellison@cndo.org))

### Snack & Lunch Breaks

Students need to bring snacks and a lunch every day.

Snack will be provided by the school during afternoon Extended Care.

### Progress Reports

Progress Reports will be handed out to all students on Friday, June 29 and the last day of the session, Friday, July 13.

### Summer School 2018 Registration is open now. See next page for Registration form.

\$100 non-refundable Registration fee (applied toward tuition) is due April 30, 2018

(A minimum of 25 registered students is needed by April 30, 2018 in order to hold this summer session.)

The remaining Tuition cost is due June 15.



# Our Lady of Guadalupe School



## 2018 OLG School Summer Session Registration Form

Please complete one registration form per student.

Child name \_\_\_\_\_ Grade in 2018-2019 \_\_\_\_\_

### 1) Choose session(s)

Session 1 (6/18/18 – 6/29/18)     Session 2 (7/2/18 – 7/13/18, except 7/4/18)

### 2) Choose schedule for Session 1 (if applicable)

Full Day (7am – 6pm)     Morning (7am – 12pm)     Afternoon 1pm – 6pm

### 3) Choose schedule for Session 2 (if applicable)

Full Day (7am – 6pm)     Morning (7am – 12pm)     Afternoon 1pm – 6pm

### 4) Tuition for the summer sessions is shown below:

<i>Full Day, 7AM-6PM</i>	<i>1/2 Day, 7AM-12PM</i>	<i>1/2 Day, 1PM-6PM</i>
\$650 – 1 session	\$380 – 1 session	\$300 – 1 session
\$1200 – 2 sessions	\$700 – 2 sessions	\$550 – 2 sessions

**5) Pay \$100 non-refundable registration fee by April 30, applied toward tuition** (check payable to OLG School, or cash or Credit Card) to secure a place in the Summer Session).

**6) Pay balance of tuition by June 15, 2018.**

**7) Please notify the school office of any changes to the list of authorized adults who are allowed to pick up your child on your current emergency form.**

**Note:** Please send your child with lunch and plenty of snacks for the day.  
If your child stays for afternoon Extended Care a snack will be provided.

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

<i>Office use only</i>
\$100 Registration paid _____
Tuition Balance of \$ _____ due by 6/15/18. Paid on _____

## Service Hour Notes

- **Reminder:** Service Hours completed after 4/13/18 will be applied toward the 2018-2019 school year.
- All Service Hours must be reported to the Service Hour Coordinator by Friday, April 20, 2018
- Service Hours can be submitted via email to [olog\\_servicehours@yahoo.com](mailto:olog_servicehours@yahoo.com) (please list the date, the # of hours and the task for each volunteer activity) or they can be submitted on a form at the school office.

- A lunch service volunteer is needed for Wednesdays. The commitment is from 12:10pm – 12:50pm each Wednesday. Even if you can only commit to two Wednesdays per month, please contact Mrs. Murray at 510-657-1674 or [kmurray@csdo.org](mailto:kmurray@csdo.org).
- Ongoing opportunities are available to help keep our benches clean and grounds free of weeds. If you are only available to help on weekends, this may be a good option for you. For more details please call the school office.
- If you like to work in the garden, we can use your help in our back yard and vegetable garden. Please contact AnnMarie Silveira for more information at: [annmarie.silveira@outlook.com](mailto:annmarie.silveira@outlook.com).
- Service hours can be earned by making donations to the school. Up to 11 hours of the 35 total hours required can be earned this way. 1 Service Hour is given for every \$10 spent. Keep your receipt to submit to the Service Hour coordinator.

### Reminder of Mandatory Parent Meetings in May

At least one parent is required to attend one of the following meetings (even if they have children in different grade levels).

- Monday, May 7 (6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades)
- Tuesday, May 8 (PreK – 2<sup>nd</sup> grades)
- Wednesday, May 9 (3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades)

All meetings will be from 7 – 8:30pm. Extended Care will be available in the 5<sup>th</sup> grade classroom.

### Willy Wonka Jr. DVD's

Give your child a chance to see themselves performing on stage!  
If you would like to order a DVD of this year's performance of the  
"**Willy Wonka Jr.**" simply return this form with payment to the school office.

Please make checks payable to OLG School.

I would like to order \_\_\_\_\_ DVD's @ \$20 each. Total enclosed \$ \_\_\_\_\_

Oldest child's name \_\_\_\_\_ Grade \_\_\_\_\_

### Willy Wonka Jr. Costumes

If you would like to purchase the costume, worn by your Kinder – 4<sup>th</sup> grader  
during the performances of "**Willy Wonka Jr.**" simply return  
this form with payment to the school office and the costumes will be sent home.

Please make check payable to OLG School.

I would like to purchase the costumes worn by my  
child/ren listed below at \$10 each. Total enclosed \$ \_\_\_\_\_

Child's name \_\_\_\_\_ Grade \_\_\_\_\_

Child's name \_\_\_\_\_ Grade \_\_\_\_\_

Child's name \_\_\_\_\_ Grade \_\_\_\_\_

### **Rice Bowl Collection Update**

**Thank you to all the families who participated in this year's Rice Bowl Collection. The school collection amount came to \$788.44.**



## Coming Soon: Enrollment for 2018-2019

The enrollment period for our current students will be open from Tuesday, May 1 to Tuesday, May 15. Parents will receive an email on May 1 with a link for completing the online enrollment in TADS. Payment of the registration fees is due at the time of enrollment.

### *Please note:*

- You must be current with financial obligations and have completed the committed service hours for the 2017-2018 school year before enrolling for 2018-2019.
- The enrollment fees did not increase – they are the same as last year:
  - \$410 per student + \$5 per family for PTSG membership
  - Additional fees:
    - First Communion/retreat (grade 2 only): \$50
    - Coloma Outdoor School Camp Deposit (grade 4 only): \$100
    - Science Camp Arroyo Deposit (grade 5 only): \$100
    - CYO Camp Deposit (grade 8 only): \$125
    - Graduation (grade 8 only): \$110
- A \$25 late fee, per student, will apply if enrollment is not completed by May 15, 2018.



After completing enrollment, you will be prompted to complete the Tuition Agreement where you choose from several tuition payment options. Payment options have changed. If you choose the 11<sup>th</sup> month payment option, the first payment will be due by June 15, 2018. The full payment discount deadline is July 15, 2018.

### **2017-18 Parent-Student Handbook Amendment**

On pg. 27 of the Parent-Student Handbook, it reads:

“At the end of the school year, if any family has left over Extended Care hours, a refund check, minus a service fee of \$5.00, will be issued to you by June 20, 2018”.

**This statement is now deleted from the current handbook.**

The calendar of the remaining Extended Care morning and afternoon hours for the school year is posted in this week’s bulletin, April 18, 2018. Please carefully determine how many hours you will need and purchase them accordingly.

The correct statement was in the 2017-18 enrollment you completed at the beginning of this school year.

#### **“2017-2018 End-of-Year Extended Care Balance**

In May 2018, a calendar will be posted in the weekly bulletin noting the remaining Extended Care morning and afternoon hours for the school year. Families may use the calendar to estimate the number of hours they will need to purchase for the remainder of the school year. Any hours not used by the end of the year will be forfeited.”

**Please see the next page for a schedule of Extended Hours from 4/30 – 6/8/18**

## Remaining Extended Care Hours for 2017-2018

If you use Extended Care, please use the calendar below to estimate the number of Extended Care hours you will need for the remainder of the school year. If you're not sure how many hours remain on your pre-paid Ext. Care account, check with the Ext. Care staff and then determine the number of hours you may need to purchase.

**Please carefully purchase your hours. As stated in the enrollment instructions for 2017-2018, there will be no refunds at the end of the school year. Also, prepaid hours will not carry over to the next school year.**

### TOTAL AVAILABLE EXTENDED CARE HOURS LEFT IN THE SCHOOL YEAR APRIL 30 – JUNE 8, 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	TOTAL AM/PM HOURS PER WK
<b>30-Apr</b>	<b>1-May</b>	<b>2-May</b>	<b>3-May</b>	<b>4-May</b>	
1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 6 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	5 HOURS - AM 18 HOURS - PM
<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 7 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>23 HOURS</b>
<b>7-May</b>	<b>8-May</b>	<b>9-May</b>	<b>10-May</b>	<b>11-May</b>	
1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 4 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	5 HOURS - AM 16 HOURS - PM
<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 5 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>21 HOURS</b>
<b>14-May</b>	<b>15-May</b>	<b>16-May</b>	<b>17-May</b>	<b>18-May</b>	
1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 4 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	5 HOURS - AM 16 HOURS - PM
<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 5 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>21 HOURS</b>
<b>21-May</b>	<b>22-May</b>	<b>23-May</b>	<b>24-May</b>	<b>25-May</b>	
1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 4 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 6 HOURS - PM	5 HOURS - AM 19 HOURS - OM
<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 5 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 7 HOURS</b>	<b>24 HOURS</b>
<b>28-May</b>	<b>29-May</b>	<b>30-May</b>	<b>31-May</b>	<b>1-Jun</b>	
HOLIDAY	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 4 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	4 HOURS - AM 13 HOURS - PM
	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 5 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>17 HOURS</b>
<b>4-Jun</b>	<b>5-Jun</b>	<b>6-Jun</b>	<b>7-Jun</b>	<b>8-Jun</b>	
1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 3 HOURS - PM	1 HOUR - AM 4 HOURS - PM	1 HOUR - AM 6 HOURS - PM	1 HOUR - AM NO PM EXT CARE	5 HOURS - AM 16 HOURS - PM
<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 4 HOURS</b>	<b>TOTAL = 5 HOURS</b>	<b>TOTAL = 7 HOURS</b>	<b>TOTAL = 1 HOURS</b>	<b>21 HOURS</b>

Parent Teacher Service Group Presents



# Healthy Family Night

FRIDAY, APRIL 27, 2018 | 6:00 - 8:30 PM

OLG Parish Center

## **BE ACTIVE**

Basketball, Ping Pong, Bowling, Hula Hoops, Bean Bags, Putting Station, More!

## **EAT WELL**

Sandwiches, Chips & Salsa, Fruits!

**\$5 PER FAMILY**

RSVP to Anna Refuerzo with number of people attending by Tue, 4/24/18

[annarefuerzo@gmail.com](mailto:annarefuerzo@gmail.com)

(510) 593-8844



## Spring Concert News

Our Lady of Guadalupe's Spring Concert is **Thursday, May 17<sup>th</sup> at 7:00 pm**. Every student is expected to participate since they have been rehearsing and working hard to prepare for this special gift of song.

Please bring your child to their classroom by 6:30 pm.

Students are asked to dress in spring colors (light colors – no black or brown). Boys and girls may also wear khakis or school uniform pants. Concert attire/special occasion clothes are preferred. Boys' shirts must have a collar. No shorts for either boys or girls and no sneakers or flip-flops please.

Please pick up your child in their classroom after the concert.  
Thank you for your support and your talented children!

Mr. Michael Morales  
*Classroom Music/Choir Director*

To plant a  
garden is to  
believe in  
tomorrow.

AUDREY HEPBURN