
CROWN OF LIFE LUTHERAN SCHOOL

**115 CRUSADER AVENUE
WEST ST. PAUL, MN 55118
PHONE: 651-451-3832
WWW.CROWNOFLIFEMN.ORG**

July 2022

Dear Parents:

God willing, Crown of Life Lutheran School will begin on **Wednesday, August 24, 2022**. Our opening service will be at 8:05 am and parents are invited to join us.

For the 2022/2023 school year, the teachers will be as follows:

Instructor	Grade
Mrs. Jeanni Kutz	Preschool Director
Mrs. Jennifer Otto	Preschool Team Teacher
Mrs. Katie Sievert	Preschool Team Teacher
Mrs. Michelle Kom	Kindergarten
Mrs. Kristi Bredendick	Grade 1
Miss Rebecca Kramer	Grade 2
Mrs. Valerie Schmidt	Grade 3
Mrs. Penny Mielke	Grade 4
Miss Becky Boehlke	Grade 5
Mr. Brett Fuhrmann	Grade 6 Homeroom/6-8 Language Arts
Vacant	Grade 7 Homeroom/Science 6-8
Mr. Jared Matthies	Grade 8 Homeroom/SS 6-8/Athletic Director
Mr. Justin Vilski	Principal/Math - Alg 1

Registration

If you have not yet registered your child for school for the 2022/2023 school year, please do so soon. Call the school office (651-451-3832) or contact Mr. Vilski (385-212-9473).

Important Dates

Please keep the following dates in mind:

August 17

6:00 – 8:00 p.m. *Back to School Night*****

Required for ALL families with students entering Preschool – 8
This evening is set aside for parents (students are encouraged not to come on this night) to come in and learn what is new for the upcoming school year, check on sign-ups for their children, discuss any paperwork/tuition issues, and learn what each classroom is like. We will begin with a short devotion in the church.

August 22

5:00 - 6:00 pm *School Supply Drop Off*****

This is an opportunity for parents and students to drop off their school supplies before the first day of school.

August 24 **First Day of School - Opening Service 8:05 am - Hot Lunch program begins**
All parents are welcome and invited to attend the opening service!

September 6 Bus service from District 197 begins

News Updates

New Teachers

Our new Fifth Grade Teacher is Miss Becky Boehlke. Becky is a 2022 graduate of Martin Luther College, and was assigned to our school this past spring.

Third Grade Teacher - One of Crown of Life's new teachers, Valerie Schmidt, is excited to be returning with her family to MN to teach 3rd grade after 17 yrs in Germantown/Menomonee Falls, WI. Their oldest Ali is in her 2nd year at WLC, Katie 12th grade, Elise 10th grade, Justine 7th grade, and Brianna is 3.5 yrs entering preschool. Her husband Peter, and their 5 girls have enjoyed online worship with their new church family at Crown of Life and look forward to meeting you all as we settle in the area this August.

Preschool Director - Mrs. Jeanni Kutz has accepted our call to be our Preschool Director. Mrs. Kutz was previously our Preschool Coordinator. She and her husband Brad have five children, one at St. Croix Lutheran Academy, three are students at COL and one still at home. We welcome Mrs. Kutz into this new role!

Preschool Teachers - This year we have two co-teachers for our Preschool program. Mrs. Katie Sievert is a member of COL and served as our Kindergarten aide last year. Mrs. Jenny Otto comes to us from Las Vegas, NV. Her husband is the new pastor at St. John Lutheran Church in St. Paul, and they have 4 children, ages high school and college.

Please find an opportunity to introduce yourself and warmly welcome these new teachers to Crown of Life.

School Opening Plan

At this time, Crown of Life will follow the same COVID-19 policy that was instituted in February of 2022. This will be reviewed publicly at our Back to School Night on Wednesday, August 17th. If this policy changes before school starts, it will be communicated to all families via email and at Back to School Night.

Parent Information and Bringing of School Supplies

Information can always be found in our school handbooks (which can be found on the school website.) The administration and teachers communicate as much as possible electronically with all families. Parents should plan to attend the Back-to-School Night on Wednesday, August 17 where new information will be shared. Parents and students should bring in school supplies on the School Supply Drop Off Night on Monday, August 22.

Band

Our band program is through St. Croix Lutheran Academy. We are continuing to work out which days will work best for both individual and group lessons. All lessons will be held during the school day at Crown of Life. More information will continue to go out to families once decisions are made.

Work Done at School this Summer

Thanks to our janitors, teachers, Properties Committee, and others who have made some wonderful updates around the school, such as painting and new carpeting.

Exciting Changes this Summer

Our preschool classroom is now located in the Kindergarten classroom, and the Kindergarten classroom has moved to the former Preschool classroom. Everyone is excited for their fresh new space!

School Improvement

The school will be looking to schedule 2-3 open forums where families can attend to discuss any school related issues. Please watch your emails for dates when these get scheduled. As always, Crown of Life Lutheran School exists to serve all of the students and families who attend. We want to be informed of things that are going well and that need more attention. We value open communication between families and staff to ensure that all needs are being met.

School Year Theme – “Our Plans His Promise” is the theme for this upcoming school year. It is based on Proverbs 16:9 - *“In our hearts we plan our course, but the LORD determines our steps.”*

New Administrative Program

Crown of Life switched to a new Student Information System called Gradelink starting in 2021. As we continue to integrate Gradelink into all informational aspects of Crown of Life, please be patient with the process as this is new for everyone. Gradelink serves Crown of Life by allowing us to electronically register, get student records, record & grade assignments, communicate with families, and keep tuition & fees accurate and up-to-date. If you ever have questions about Gradelink, please communicate with the office and we will help work through any issues.

Payment Method

All tuition payments will be electronically pulled through PaySimple. This is the electronic payment system that integrates with Gradelink. Since many families filled out ACH forms last year, most banking information is no longer needed. Mr. Vilski will reach out to families that need to fill out an ACH form. Tuition totals will be sent to families by middle/late July for approval or discussion. Once tuition totals are approved, families can sign the document in the office before or on August 17th. Look for communication on this process.

Preschool

We offer a preschool program for children 3-5 years of age that is flexible, offering a minimum of two half-days per week and up to five full days per week, with the possibility of extended after school care.

Hours:	Half Day Preschool (Mornings)	Monday – Friday 8:00 – 11:00 am
	All Day Preschool	Monday – Friday 8:00 am – 3:10 pm
	After School Care*	Monday – Friday 3:10 – 5:30 pm (on days with a full day of school)

After school care is only available if a qualified staff member is available

****There is a non-refundable registration fee of \$100.00.**

Fees: **\$24 each half-day**
 \$40 each full day

Monthly fees are automatically withdrawn through each family's account which is set up with PaySimple. The registration fee should be made by automatic withdrawal, cash, or check (payable to Crown of Life) along with your registration form. Mr. Vilski will discuss this registration fee with each family.

****Classes for Preschool begin August 24, 2022.**

General Information

School Supply List

It is that time...stores are preparing the shelves and I have seen ads for school supplies. Click [here](#) for the updated supply list. Happy shopping!

Transportation

Students in grades K-8 living in District #197 will receive bus information from the district as to the time and place of pickup. This schedule usually arrives by mail from the district about one week before school begins. You must be registered at Crown of Life Lutheran School in order to get on the bus list. Transportation policy states that a student must be transported to the same location five days a week; this can be in the morning, afternoon or both.

The school district requires families to register their transportation needs with the school district. This form is found on the district website at www.isd197.org. (Go to Parents/Transportation/E-Forms/Non-public school bus registration form.) *This form needs to be filled out and returned to the school district office by August 1.*

If you are looking for someone with which to carpool, please contact the school office. We will try to help you with names of others in your area.

School Hours

School will begin at **8:00 am** and end at **3:10 pm** every day for all grades, **Preschool through 8. School doors will open at 7:40 am for all students.** The school doors used are the door by the flagpole. Please note these times so that your child is given enough time before school to get their backpacks unloaded and prepared for the day. We would also ask that you pick your child up promptly at the end of each day. **If you are going to be late dropping off or picking up, please call the school office at 651-451-3832.**

Before School Care

COL offers Before School Care from 7:00 am - 7:40 am, in the Fellowship Hall for students in KINDERGARTEN-8th Grade (at this time we can not support Preschool students in Before School Care.) Students should enter at the side door of the

fellowship hall in the West parking lot. The cost is \$.10 per minute per child. Charges will be billed to your PaySimple account monthly, for the prior month's use.

After School Care

After School Care is offered Monday - Friday from 3:30 - 5:30 pm, except for Early Dismissal days.

The cost is \$6.00 per hour per child. ASC may be used as needed. Charges will be billed to your PaySimple account monthly, for the prior month's use.

As of this moment, we can not offer After School Care for Preschool aged students. This is due to staffing and licensure parameters. We will continue to look for ways to offer this service to families. Please continue to look for communication on this matter.

After School Care can only be offered if it is fully staffed. It is our intention to offer After School Care but there is always the possibility that staffing changes the ability to offer the program. Always be on the lookout for communication dealing with these programs.

Lunch and Milk

CKC Good Food will again serve our lunches. CKC offers these options: hot, cold, hot vegetarian and deli salad. Salad bar is included with each lunch. The cost for lunch is \$4.25 each (includes milk); milk only is 60 cents. A Google form and lunch menu will be sent out from the office by the middle of each month, for parents to order lunches.

Lunch orders are due each Monday at noon, for the following week. Please order for the entire month if you are able. Families will be billed for lunch/milk via PaySimple at the beginning of each month, for the previous month's orders.

Physical Exams

Physical exams are required for students entering Kindergarten and those entering Grade 7 who are planning to be in sports. Proper forms for these were distributed in the 6th grade report cards and are also available at the school office. A new law is in effect for students entering the 7th grade. All 7th graders need TWO measles shots. If your child has had only one shot, he/she will need to receive another shot at this time. A good time to do this is during the 7th grade physical.

We look forward to seeing your child/ren at Crown of Life this fall!

In Christ,

Justin Vilski, Principal