
CROWN OF LIFE LUTHERAN SCHOOL



CROWN OF LIFE

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

July 2025

Dear Parents:

Hello everyone and welcome to the beginning of another wonderful year at Crown of Life Lutheran School! We are so blessed and excited to start school on **Wednesday, August 20, 2025**. Our opening service will be at 8:10 AM and parents are invited to join us to kick off the year! Please read on to learn about some very important details and dates for this school year.

2025-26 Faculty:

Mrs. Jeanni Kutz	Preschool Director
Mrs. Jennifer Otto	Preschool Team Teacher
Mrs. Katie Sievert	Preschool Team Teacher
Mrs. Michelle Kom	Kindergarten
Miss Ana Parker	Grade 1
Miss Rebecca Kramer	Grade 2
Mrs. Valerie Schmidt	Grade 3
Mrs. Penny Mielke	Grade 4
Mrs. Becky Shea	Grade 5 Homeroom/Science 5-8
Mr. Tim Voigt	Grade 6 Homeroom/Social Studies 5-8/Asst. Athletic Dir.
Miss Lydia Wilde	Grade 7 Homeroom/Language Arts 5-8
Mr. Jared Matthies	Grade 8 Homeroom/Math 5-8/Athletic Director
Mr. David Mielke	Principal

Important Dates

Thursday, August 14: Orientation Night (6-8PM)

We welcome ALL families with students entering Preschool - 8th grade.

Please join us as this evening is set aside for PARENTS to come and learn what is new for the upcoming school year, check on sign-ups for their children, discuss any paperwork/tuition issues, and most importantly, be able to visit the classroom of your child and meet their teacher.

Please note: Preschool families start at 6PM and K-8 only families start at 6:20 PM

Monday, August 18: School Supply Drop Off (5-6 PM)

This is an opportunity for parents and students to check out their classroom, see their teachers and friends, and drop off their school supplies before the first day of school.

Wednesday, August 20: First Day of School

Opening Service 8:10 am

Hot Lunch program begins

All parents are welcome and invited to attend the opening service!

September 2

Bus service from District 197 begins

News Updates

New Teachers

Our new sixth grade teacher is Mr. Timothy Voigt. This will be his 35th year of teaching, having previously served in schools in NM and WI. Tim is married to Paulet whose profession is a podiatrist. Tim and Paulet have been blessed with three children (Mikayla age 29, Matthew age 27, and Brooke age 24) . He enjoys outdoor activities such as hiking, hunting, and golfing. He likes umpiring baseball and fastpitch softball in his spare time. Favorite Bible verse/passage: Philippians 3:14 "I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus." Please find an opportunity to introduce yourself and warmly welcome Mr. Voigt to Crown of Life.

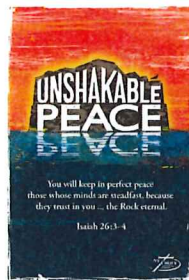
Parent Information (Forms, Information and Handbooks)

Information can always be found on [our website!](#)

Band

Our band program is through St. Croix Lutheran Academy. We are developing a schedule that 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 schedules are finalized.

School Year Theme – "Unshakable Peace" is the theme for this upcoming school year. It is based on Isaiah 26:3-4 - *"You will keep in perfect peace those whose minds are steadfast, because they trust in you...the Rock eternal."*



150th School Year Anniversary

The 2025–2026 school year will mark the 150th school year at Crown of Life, and we're excited to celebrate this incredible milestone! To honor this special occasion, we're planning a variety of fun and meaningful activities throughout the year that will bring together our students, families, faculty, church members, and partner congregations.

With the help of a dedicated team of volunteers, we'll be celebrating God's blessings through 150 years of Christian education—while also sharing the mission and joy of COL with others. Stay tuned for more details and ways you can join in the celebration!

Administrative Program - Grades K-8

Crown of Life uses a Student Information System called **Gradelink**. Gradelink serves Crown of Life by allowing us to electronically register, record and grade assignments, and communicate with families. 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 have filled out ACH forms, most banking information is no longer needed. Mr. Mielke (or our Bookkeeper) will reach out to families that need to fill out an ACH form. Tuition totals were sent to families in May for approval or discussion. They have since been signed and are on file.

Preschool families will receive their tuition agreements via email from our Accounts Manager soon. Tuition agreements can be signed electronically.

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!

School Calendar 2025.2026

[Click here](#) for the updated calendar.

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.

The school district requires families to register their transportation needs with the school district. Click [here](#) to get started. A form on this site 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. **School doors will open at 7:40 am for all students.** The school door used is the door by the flagpole. Please note these times so that your child is properly 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 through 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. Simply notify your child's teacher that the child should attend. Charges will be billed to your PaySimple account monthly, for the prior month's use.

Currently we can not offer ASC for Preschool aged students. This is due to staffing and licensure parameters. We will continue to look for ways to offer this service to our Preschool families.

Before/After School Care can only be offered if they are fully staffed. It is our intention to offer both services but there is always the possibility that staffing changes the ability to offer the program. Communication will be sent if we are not staffed.

Lunch and Milk

Our lunch program is provided through CKC Good Food. CKC offers these options: hot, cold, hot vegetarian and deli salad. Salad bar and milk is included with each lunch. The cost for lunch is \$5.25 (includes milk); milk only is 75 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. **Lunches are ordered once per month, and are due on the date listed on the Google sign up form.** Families will be billed for lunch/milk via PaySimple at the beginning of each month for the previous month's orders. Please refrain from sending pop/soda in lunches.

Physical Exams

Physical exams are required for students entering Kindergarten and those entering Grades 5-8 who are planning to be in sports. Proper forms for these were distributed in report cards and are also available in the school office. A new law is in effect for students entering 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 are so excited to be a part of your child's journey as we start another school year and pray that God richly blesses our partnership!