



Dear St. Margaret Mary School parents,

I am sorry to be emailing you mid- week however we have experienced a problem and I want to convey to you the solution! While I had high hopes for our brand new lunch program with LUNCHMASTERS, I am afraid that their lunch service did not work out. Their food service was a bit unorganized resulting in late and missing lunches. Although they did try to correct the situation, we still ended up with too many kids not getting lunch. As a result, I reluctantly had to terminate my contract with them. The representatives from LUNCHMASTERS sent their apologies and of course, refunds for all orders not fulfilled.

Now for the solution!! SMMS will now generate our own LUNCH PROGRAM! Here is how it will work. Every month, you will receive a monthly calendar of the lunch selections. Highlight your selections, attach payment and return the order form by the specified due date. Late orders will not be accepted. For example, on September 28th you will receive an order form for the month of October. The order form will resemble a calendar with lunch for each school day in October. Go through the calendar highlighting the days you would like to purchase lunch for your child. Add up the total, attach payment and send it to the office. We will take it from there!!

O.K., so that is the plan for the beginning of October 1st. What about the rest of the days in September? Well, the temporary plan for the few days left in the month of September is as follows:

1. Print the attached form. This form is good for the week of September 21 – 25th only.
2. Highlight the lunch days for your child
3. Attach payment
4. Send in to the office by Friday, September 18th. Yes, Friday the 18th. I am soo sorry for the late notice, but I was just made aware of the situation myself.

Each lunch is \$4.00 which includes the main course, a fruit/veggy side and a beverage. The lunches will be prepared in a 'nut-free' environment.

I am extremely hopeful and excited over our new lunch program. I think it will be great!!

If you have any comments, questions and concerns, please do not hesitate to contact me at elisafzimmer1@cox.net or text me at 310 251-5645

Mrs. Zimmerman
Principal



SAINT MARGARET MARY SCHOOL LUNCH ORDER FORM

SEPTEMBER 21ST – 25TH

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Sept 21	Sept 22	Sept 23	Sept 24	Sept 25
Lasagna side	Chicken Nuggets side	Mac'n' cheese side	Hot Dogs side	Meatball Sandwich side
\$4.00	\$4.00	\$4.00	\$4.00	\$4.00

****Please highlight the day of your selection. All orders must be prepaid and attached to this form.**

**ALL ORDERS MUST BE SUBMITTED NO LATER THAN FRIDAY,
SEPTEMBER 17, 2015**

1. NAME OF STUDENT _____

2. GRADE OF
STUDENT _____

3. NUMBER OF LUNCH DAYS _____ X \$4.00 = _____

4. AMOUNT ENCLOSED \$ _____

JUNIOR HIGH NEWS JUNIOR HIGH NEWS JUNIOR HIGH NEWS

Dear Junior High parents,

Now that we are back into the swing of things, I want to inform you on a few items that are important to this grade level.

1. **HOMEWORK FOLDERS** - Tuesday, September 22nd will mark the first day of '**HOMEWORK FOLDERS.**' Every Tuesday (beginning this Tuesday), homework folders will be distributed to every junior high student, first thing in the morning. As students attend their classes throughout the day, their teachers will pass out all corrected homework and tests that were completed and turned in by the student during the previous week. By the end of the day, the students should have received corrected work in their folder from all of their classes. Your job as parents is to go through the graded work, sign the inside cover page of the homework folder and give the folder back to your child to turn into their teacher. All homework folders must be returned the very next day.
2. **DIRECT REPORT** – Our 'DIRECT REPORT PROGRAM' also begins this week. Direct report is a program where students get their agenda folders 'signed off' by the teacher. It works like this:
 - a. At the end of the day (2:30p.m), the students pack up, say a closing prayer and then are led out from their classrooms to the pick-up line outside. However, selected students that are in the DIRECT REPORT PROGRAM, do not directly go outside but rather go to the 8th grade classroom at 2:30 so that they may have their agenda books signed off by a teacher. At this time, the teacher looks over the agenda book, makes sure that the student has written down all of their homework correctly signs it and then gives it back to the student. Upon checking, the teacher will sign their name on the calendar day indicating that the homework notations are correct.
3. **ACADEMIC PROBATION** - The SMMS ACADEMIC PROBATION PROGRAM also begins this week. STUDENTS ARE PLACED ON 'ACADEMIC PROBATION if their cumulative g.p.a falls under a 2.0 Every Tuesday, all student's grades, in *every one of their classes*, are checked and calculated by Mrs. Chor. If Mrs. Chor finds that a student's g.p.a has fallen below a 2.0, she will put them on ACADEMIC PROBATION. When this happens, the parents are immediately notified (phone call and letter) and Mrs. Chor also conferences with the student. I have enclosed a sample copy of the letter the parent will receive if their son/daughter is put on this program. Under ACADEMIC PROBATION, the student will be given a number of opportunities to raise his/her grade. Please see the sample letter enclosed for details.
4. **SCHOOLSPEAK GRADES** – Beginning next Tuesday, all junior high grades will be posted. Uploading and posting your child's grades will happen without fail every Tuesday. It is of absolutely no coincidence that HOMEWORK FOLDERS get passed out on this day as well. The idea here is:

Current grades are uploaded on school speak every Tuesday. On Tuesday afternoon, your child will bring home from school, their homework folder containing all the past week's graded work. It would be awesome if you, the parent could possibly make Tuesday '**Grade review Tuesday.**' I encourage you to sit down with your child with their grade report and homework folder and review all their work.

Again, If you have any comments, questions or concerns, please do not hesitate to contact me at elisafzimm1@cox.net or text me at 310 251-5645

Blessings,

Mrs. Zimmerman
Principal

ACADEMIC PROBATION SAMPLE LETTER

Dear Parent(s)

Many students experience some form of academic difficulty during their three years in Junior High School. For some students, they may simply struggle through a class or two or through a single semester. For others, academic difficulty may be more severe and/or long lasting. Whatever the situation, the faculty and staff at St. Margaret Mary School are committed to evaluate the student's particular circumstances that have led to academic difficulty and develop a plan to return the student to good academic standing.

Upon an academic review, it has come to our attention that your child's g.p.a in core courses have dropped below a 2.0. Since a low g.p.a greatly decreases a student's opportunity for successfully passing core courses, your child has been placed on a

STUDENT ACHIEVEMENT IMPROVEMENT PLAN

While on this plan, your child will be eligible and required to participate for the following:

1. Direct report assignment book
2. Allowed to re-take an exam below a 70 percent
3. Allowed to 'make-up' missing assignments.
 - Please know that all students on this plan are not eligible for Saint Margaret Mary sponsored extracurricular activities such as sports programs, cheer leading, student council etc.
 - An academic review will be conducted every two weeks by Mrs. Chor to determine eligibility status.

The faculty and staff at Saint Margaret Mary are committed in preparing its students for academic success combined with a devotion to teach Catholic morals and ethical values. It is our role to not only guide our students through the academic process but also to support them through difficult times and rejoice in their successes.

If you have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Mrs. Elisa Fernandez-Zimmerman
Principal

Parent Signature

Mrs. Lori Chor
Resource Dept.