

# Lakeside Elementary

Mrs. Stephanie Thelen • Principal  
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May 1, 2018

Dear Lakeside Families,

As we quickly approach the end of the school year, I am writing to share some 2018-2019 “Back-to-School” information regarding parent communications, registration processes, and related timeline. The EGRPS elementary schools will be providing back-to-school information to our families through **electronic email communications**. Important dates to keep in mind are:

## **Wednesday, August 1 - Email Communication Regarding New Online Registration Process**

- All parents will receive and need to confirm/or update family information located in their child’s Skyward account (i.e. birthdate, home address, phone number, emergency contacts, etc). Parents will also complete their Medical Alert Form, Field Trip Authorization and Board Policy Notification.
- Online payment information via School Pay will include PTO Membership and Field Trip fees.
- Directions for using School Pay may be found [here](#).

This registration process **must** be completed in order for students to receive their 2018-2019 class placement.

## **Monday, August 6 - Email Communication: Welcome to the 2018-2019 School Year**

- Welcome Back letter from Building Principal
- Pertinent Building Information
- PTO Membership Information, Dates, and Volunteer Committees
- East Grand Rapids Schools Foundation Information

## **Tuesday, August 7 - Email Communication: Placement Information**

- 2018-2019 Student Placement and Teacher Welcome Letters

## **Other Noteworthy Calendar Dates:**

### **Thursday, August 9 - Class Lists**

- Posted on the elementary schools front doors #1 after 4:00 p.m.

### **Monday, August 13- New Family Welcome and Orientation**

- New Family Welcome and Orientation for students K-5th grade at 4:00 p.m. Lakeside gym

### **Tuesday, August 14- Teacher Meet and Greets for all students K-5th grade**

- Teacher Meet and Greets for all students- 4:00- 4:30 p.m.; doors will open at 3:45 p.m.

### **Friday, August 24- No School for Students K-12**

### **Friday, August 31- No School for Students K-12**

### **Monday, September 3- Labor Day, No School for Students K-12**

If you have any questions regarding the 2018-2019 Back-to-School Information or the Skyward registration process, please contact Mrs. Buzalski at [mbuzalsk@egrps.org](mailto:mbuzalsk@egrps.org) for assistance. We are looking forward to an exciting end of the school year and encourage you to continue checking the Lakeside Pride for the remaining student activities and events in May and June.

Sincerely,

Stephanie Thelen  
Lakeside Principal