



St. Francis Xavier Catholic School/McDonald St. Campus

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August 4, 2023

Dear Parents,

Happy August to you all! My name is Alena Tapelt and I am incredibly honored to be back serving as principal for the McDonald Street Campus for another year. I hope this email finds you well and that you are all having a fantastic summer. We, as a staff, can't wait to welcome you all back for this new and exciting year of learning and growing together. Summer has been a busy time here at school as we have been getting everything set and ready for another terrific year ahead. We are eager to come back together as a Xavier family and can't wait to have the energy and excitement back in our school as it has been way too quiet around the halls this summer. I have missed my daily dose of smiles, hugs and giggles tremendously.

As planning continues, I want to provide updates and details on what the next school year will look like. With the start of school just under 4 weeks away, I am hoping to provide you with some information on a variety of topics. Please know that some information in this letter is subject to change.

Important Upcoming Dates to Take Note of:

- *Tuesday, August 8 from 11am- 1pm and Wednesday, August 9 from 9am- 11am*
 - Pre-loved Uniform flash sale- This is a chance for kindergarten through 4th grade parents to buy your children some gently used uniform items at a budget-friendly rate. Click [HERE](#) for the flyer.
- *Wednesday, August 9 at 6:30pm*
 - Summer Park Playdate at McDonald Street Campus playground. Come join and see some school friends for fun at the playground.
- *Tuesday, August 22 from 1-3pm and Wednesday, August 23 from 10am-2pm*
 - NEW! Parent Packet Pickup event- Parent packets containing classroom placements for your child and other pertinent information will be available to pick up during these times. If you are not available to pick up during the designated times, we will be mailing packets to families via USPS on Thursday, August 24th.
- *Wednesday, August 23 from 6- 7:30pm*
 - Popsicles on the Playground with principal and staff: On the McDonald Street playground. This is a FREE event put on by our HSA and it is a great

opportunity to regather as a school community and see friends and meet new faces. Click [HERE](#) for the flyer.

- *Monday, August 28 from 3- 5:30pm*
 - Pop into School event and Picture Day: (open house style). This is an opportunity for students to meet their teachers, drop off their school supplies, and get their school picture taken. Debbie Daanen Photography will be taking the students' school pictures on this day. The Online Prepay link is all set up. Click here to order online:
<http://debbiedaanen.hhimagehost.com/XavierElemMCDONALDST20232024>
- *Wednesday, August 30*
 - 1st day of School (with the exception of the Tuesday/ Thursday/ Friday 3K class that will start on Thursday, August 31st). We are so excited to start a great year together!
- *Tuesday, September 5 from 6- 7:30pm*
 - Parent Information Night: This evening starts with a very brief informational session in church and then there will be time to go to your child's classroom and hear a little more about the year ahead from the teachers directly.
- *Thursday, September 28 from 5:30- 7pm*
 - Color Run family event: This is HSA's largest fundraiser and a great, fun way to come together as a joint elementary school community.

Staffing for This Year

We have lots of new faces that will be joining our McDonald Street team this year and we are thrilled to welcome them on board. We are blessed to have these individuals join our team and cannot wait for them to officially get started. Please help us give them all a warm McDonald Street welcome!

- *Third Grade Teacher*- Jennifer Kubowski joins us as a brand new, first year teacher. She just graduated from St. Norbert College in May. Click [HERE](#) for more information.
- *Second Grade Teacher*- Jen McGinnis comes to us from the XE-Marquette Campus where she taught 4th grade last year. Click [HERE](#) for more information.
- *Kindergarten Teacher*- Isabel Feyen comes to us as a 2nd year teacher after teaching at a small private school in Beaver Dam last year. Click [HERE](#) for more information.
- *Kindergarten Teacher*- Jenny Pagel joins us as a brand new, first year teacher. She just graduated from St. Norbert College in May. Click [HERE](#) for more information.

- *3K Teacher*- Caitlin Lingg is a new-to-us teacher, but definitely not new as she was a dedicated substitute teacher for us last year and also has 2 of her own kiddos attending our campus. Click [HERE](#) for more information.
- *School Counselor*- Rebecca Sievers is transitioning into the school counselor role after spending several years as Director at Camp Tek, among other work experiences that have prepared her well for this new role.
- *Music Teacher (1st- 4th grade)*- Liz Radke is new to the field of education, after transitioning from the business world. She has great expertise and passion for students' love of music.
- *Music Teacher (4K and kindergarten) and Orchestra*- Karen Sorenson was a general music teacher at XE-Marquette Campus last year and will be a shared specialist, dividing her time between both campuses this year.
- *Instructional Aide*- Terri Teela is not a new face around here as she has been a teacher at our campus for many years. This year she is transitioning into a new role as Instructional Aide.
- *Instructional Aide*- Hollie Aronson comes to us from the XE-Marquette Campus where she was an Instructional Aide last year and has 2 of her own kiddos attending our campus.
- *Instructional Aide*- Ann Matousek comes to us from another school district with experience in early childhood as an instructional aide.
- *Instructional Aide*- Lauren Tonies comes to us after several years of subbing in our system in different areas.
- *Instructional Aide*- Olivia Coppersmith comes to us after a few years in another local school district and she also has a daughter attending our campus.

School Supplies

The school supply lists are currently available on our school website, as well as clicking on the [LINK HERE](#). These lists vary from grade to grade. Also, if you chose to order a school supply box from First Day School Supplies, that will be ready and waiting in your child's classroom at our Pop Into School event.

Class Placements

Families will be notified of which teacher/ section their child will be placed with at the Parent Packet Pickup event. August is always a time of movement and this year is no exception to that. Many things are still in flux and we are adjusting class lists daily at this point. We work very hard to create equitable class lists and want to cause minimum disruption to class lists after they are released.

School Website and Calendar

The Xavier Catholic Schools website is an excellent source of a ton of pertinent information for you. Be sure to check it out by going to www.xaviercatholicschools.org. The "Xavier Elementary School" tab which is located under "Campuses" will be a great reference for you. Once you are on the Xavier Elementary webpage, you can click on the "Academics" tab. The elementary school calendar for the 2023-24 school year is one of the things you will find on this tab or you can [CLICK HERE](#) to access it now.

School Lunch

Chartwells, our food services provider, has some great new ideas and food creations to make lunch fun and taste great!

- The cost of a full priced meal is \$3.30. A milk without a school lunch or an additional milk is \$0.40
- Students whose families qualify for *reduced cost* lunch through the Free and Reduced Lunch Program will pay \$0.40 for the standard meal.
- Students who qualify for *free lunch* through this program will still receive lunch free.
- A full meal consists of a meat/meat alternative (Chicken patty, meatballs, string cheese, yogurt, etc), grain (hamburger bun, pizza crust, dinner roll, etc), at least one fruit and vegetable, and a milk.
- Students have access to unlimited fruits and vegetables.

If you wish to apply to participate in the Free and Reduced Lunch Program, an online link will be available on the Xavier website. We will no longer be accepting paper applications. Also, you may [CLICK HERE](#) to start your application.

School Dress Code

The school dress code guidelines are for students in grade kindergarten through grade 4 only. Please be sure to read this over carefully as it is an expectation for students to dress according to the dress code. Please note that this dress code does not apply for our 3k and 4K students as they are encouraged to dress in comfortable play-wear that they can easily pull down to go to the bathroom quickly and without assistance for frequent bathroom breaks. [Click on the link for the school dress code](#). Please note that these dress code guidelines are for students at the elementary campuses only, so be sure to read them carefully because once students move on to middle school and high school, there are a few more options and choices available. I wanted to be sure to clarify as it can get confusing for families with students at several campuses.

Daily School Schedule and Care Programs

[CLICK HERE](#) for the daily school schedule. We also offer Before Care, Extended Care and After Care at our campus, for students who may need to stay at school for an extended amount of time outside of their regular school hours. Before care runs from 7-8:15am and after care runs from 3:15- 6pm daily. Also, extended care is available for our 3K and 4K students. For more information on our Care program or to register, please click [HERE](#).

Daily Snacks

Students are encouraged to bring a healthy snack with them from home daily. These snacks should not take the place of breakfast and should be an appropriate portion (serving size) so students will still be ready to eat a healthy lunch. All snacks should be healthy and must follow the guidelines set by your child's classroom teacher, as they are aware of the individual health needs within the classroom setting.

Weekly Newsletters

Every Wednesday, a family newsletter is published and sent out electronically to families of Xavier Elementary. The joint section of the newsletter includes attachments which have additional information about events at XES or in the system, forms that need to be completed, department newsletters, and parish and community events. **Please take time to open the attachment to the McDonald Street Campus newsletter, as it is filled with important information and great opportunities.**



Please note that you must click Mrs. Tapelt's name to access our campus newsletter. This contains pertinent information that is specific to the McDonald Street Campus only! The newsletter will be sent to you via email (Constant Contact program). Since this is an electronic newsletter, you will not receive a printed version. It is posted to the Xavier website at

<https://xe.xaviercatholicschools.org/parents-students/newsletters>. If you do not receive a newsletter by Thursday, please contact Mrs. Burns, school secretary, at 739-7826 or e-mail kburns@xaviercatholicschools.org.

Transportation and Bussing

Xavier Catholic Schools uses Lamers Bus to provide transportation for our families. Please check out the website [HERE](#) to see if you are eligible for transportation through the Appleton School District. We are always researching transportation options for our families. To register

for the St. Bernadette Shuttle Bus, please follow the link above. Here is a copy of our [Transportation Flyer](#) for more information.

Xavier Spirit Wear

We will have Xavier Spirit Wear available in youth sizes at our Pop Into School and Parent Information events. These items will be available for purchase using cash or personal checks. This is a great way to stock up on some Xavier apparel that can be worn for many dress down days and other Xavier events throughout the year.

I am honored to work with your families this year and am truly grateful for your continued partnership and support along the way. I am humbled that you are entrusting us with your greatest gift and I am blessed to work alongside you this year. The Xavier leadership team, administration, and school staff continue to work diligently on our end to be ready for your children and we vow to offer your child a terrific, educational experience that is unmatched.

I hope you enjoy the remaining weeks of summer. I greatly look forward to seeing you in just a few weeks and coming together as the McDonald Street family once again. I will continue to hold you and your family in my prayers. I ask that you please keep the faculty and staff of the McDonald Street Campus in your prayers as well, as they faithfully prepare for the upcoming school year. Together, we are Xavier strong!

Wishing you many continued blessings,
Alena Tapelt, principal