



## *Immaculate Heart of Mary School*

Immaculate Heart of Mary School is a Community of Faith in which school and parents join together in the formation and education of each child to achieve a balance of faith, character, and academic excellence.

\*\*\*\*\*

# Welcome back, Eagles!

We are excited to welcome you back for in-person instruction on **Monday, August 23!**



Dear Eagles,

We are now in the month of August and the start of the school year is just around the corner. I hope that you have had a fun and relaxing summer (while still making strides on completing your summer homework ☺). Make sure to try on your uniforms as I'm sure you have all grown since the last time we saw each other!

Our first day of school is on **Monday, August 23rd**. In preparation for the new school year, we will have two events prior to the start of school:

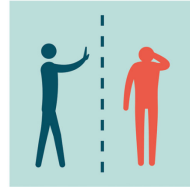
- ★ The first PTA meeting will be **Tuesday, August 17th**. All parents are welcome to join. Please bring any thoughts or ideas that you may have for the new school year!
- ★ Our back-to-school meeting will be **Saturday, August 21st**. Parents/guardians are asked to come drop off their child(ren)'s school supplies and meet the teachers. Please limit attendance to 2 adults per family as we are still trying to limit the amount of people on campus at any given time. The teachers and I will present important information regarding the upcoming school year. Please email Ms. Bautista if you are unable to attend.

---

COVID-19  
GUIDELINES & PROTOCOLS



Wash hands often  
with soap and  
water



Stay at least 6 feet  
away from others



Don't touch eyes,  
nose or mouth with  
unwashed hands



Wear a cloth face  
covering when you  
have to leave your  
home



Avoid crowded  
places and social  
gatherings



If you become sick  
call your health  
care provider

We look forward to having all of our students back on campus this fall. We strongly believe that for students to reach their full academic, social-emotional, and creative potential, daily face-to-face interaction with teacher and peers together, on campus, is the optimal learning environment. We anticipate being able to host our typical school events in-person throughout the school year, but can only allow this to happen if we all do our part in keeping ourselves and those around us safe. Below are a few highlights regarding our guidelines and protocols. The entire plan is accessible on our website - [www.ihmla.org](http://www.ihmla.org).

## Masking Requirements

All individuals will be expected to wear a mask while on campus. Face masks should be washed after each day's use. Students should come to school wearing a mask and should have an additional mask in their backpack, just in case. The L.A. County Department of Public Health has released guidance for schools indicating that:

- K-12 students are required to mask indoors.
- Adults in K-12 school settings are required to mask when sharing indoor spaces with students.
- Anyone entering school buildings who has contact with others (students, parents, or other employees) is required to wear a face mask.

# Physical Distancing

Physical distancing strategies are still recommended, as long as they do not interfere with full-time attendance for all students. We will be following the most recent guidance from the L.A. County Department of Public Health that suggest:

- Staggered school start times to permit temperature checks and health screening as well as dismissal times to limit the amount of students gathered while waiting to be picked up after school..
  - **TK-2:** 7:45-8:00 AM (arrival) 2:15-2:30 PM (dismissal)
  - **3-5:** 8:00-8:15 AM (arrival) 2:30-2:45 PM (dismissal)
  - **6-8:** 8:15-8:30 AM (arrival) 2:45-3:00 PM (dismissal)

*\*Siblings should be dropped off and picked up with the youngest child.*
- Staggered recess and lunch times to avoid crowding in common spaces.
  - **TK-1:** 9:30-10:00 AM (recess) 11:00-11:45 AM (lunch)
  - **2-3:** 10:00-10:15 AM (recess) 11:30 AM-12:15 PM (lunch)
  - **4-5:** 10:15-10:30 AM (recess) 12:00-12:45 PM (lunch)
  - **6-8:** 10:30-10:45 AM (recess) 12:30-1:15 PM (lunch)
- Classroom furniture set up to maximize distance between students/teachers.

## Additional Measures

- Allotted time for washing/sanitizing hands, especially prior to eating and after playing outside, as well as allotted time for disinfecting within the classroom and outside on the lunch benches.
- Improved ventilation by maintaining open doors and windows, in addition to air cleaners in each classroom.
- Students will not be allowed to share supplies. Please be sure that students have all the supplies listed by their teacher on their class' supply list.
- Drinking fountains will continue to be limited to the water bottle fill station by the office. Please ensure that your child is bringing their own bottle to school daily.
- In order to assist families who may not be able to accommodate the staggered drop-off and pick-up time, we will have the following care options available:
  - **7:00-7:45 AM** morning care (see morning care flyer)
  - **2:00-6:00 PM** extended day program (see EDP guidelines for details)
- Non-essential personnel should refrain from coming onto school grounds.. Anyone who does enter the school grounds will need to pass a temperature check and wear a face mask.
  - For those who may have difficulty preparing students' lunches prior to the start of the school day, please consider using Mmm Mmm Catering rather than dropping off snacks/lunches to the office.

As always, the Immaculate Heart of Mary School community will continue to follow local guidance. The health and safety of our students, families, faculty, and staff are our priority. We thank you in advance for your patience and continued support in helping us do so.

---

WHAT'S NEXT?  
PREPARING FOR THE NEW SCHOOL YEAR

In order to better prepare ourselves as we approach the new school year, please:

- Make sure that your child is registered. This includes payment of the \$350 registration fee. Those who had not yet registered were emailed a registration reminder last month. If you are unsure as to whether or not your child is registered, please email Ms. Bautista prior to the back-to-school meeting on August 23rd.
- Ensure that you are able to log in to Schoolspeak, our communications hub. We use Schoolspeak to send important emails and update your child's grades.
- For new families: enroll on SMART Tuition (now Blackbaud). This will be the most efficient way to pay for tuition and fees throughout the school year. For returning families: if you have not yet been rolled over, please email Ms. Bautista.
- If you plan on using the school's lunch program, register on [www.mmmcaterings.com](http://www.mmmcaterings.com) using the school's code - IMHM-20189.
- Review the Extended Day Program (EDP) guidelines. Those who will be regularly using the program can register by emailing the form to Ms. Bautista or bringing the form to the back-to-school meeting. Fees will be added to SMART Tuition.
- Purchase all the supplies requested by your child's teacher. Supplies should be dropped off during the back-to-school meeting.
- Complete all summer homework assignments and submit on the first day of school.

I hope that you enjoy the remainder of your summer and I pray that you stay safe and healthy. Should you have any questions, please do not hesitate to call or email us!

Blessings,  
Ms. Bautista  
*Principal*

---



Immaculate Heart of Mary School  
1055 N. Alexandria Ave. Los Angeles, CA 90029  
(323) 663 - 4611 | [kbautista@ihmla.org](mailto:kbautista@ihmla.org)



Interested in becoming more involved with our community?



Consider joining the

**Purpose of the PTA:**

- + To promote open communication, goodwill, and cooperation between parents, teachers, and administration
  - + To enhance the faith community at Immaculate Heart of Mary
  - + To direct and coordinate parental support
- = All of this serves the goal of creating the best possible experience **for our students**

Join us for our first  
PTA meeting on

Tuesday, August 17th  
at 6:30 PM

Location: Immaculate  
Heart of Mary School  
lunch benches

What to Bring: Any ideas  
you may have for the  
upcoming school year

*Nobody can do  
everything,  
but everyone can  
do something.*



**BACK to SCHOOL**

Join us for our  
Back-to-School meeting  
**Saturday, August 21, 2021**  
10:00 AM

Any questions?  
Email MS. Bautista  
at  
[kbautista@ihmla.org](mailto:kbautista@ihmla.org)

Please limit  
attendance to 2  
parents/  
guardians  
per family.

Drop off your child's  
school supplies,  
meet the teachers,  
and obtain  
important  
information about  
the 2021-2022  
School year!





# Morning Daycare

Offered Monday-Friday from 7:00-7:45 AM  
with daily and weekly use options:

- Daily: \$5/day
- Weekly: \$20/week
- Short weeks: \$18/week
  - Short weeks entail 4-day school weeks due to holidays/3-day weekends/no school etc.



You do not need to register in advance for morning daycare. You will be asked to sign your child in as they arrive in the morning. Fees will be posted on SMART tuition.

## SMART TUITION GENERAL ENROLLMENT INSTRUCTIONS

Your School has partnered with Smart Tuition to service your child's tuition account. To enroll online, please follow the instructions below:

### 1. ONLINE ENROLLMENT

Visit: [www.enrollwithsmart.com](http://www.enrollwithsmart.com)

### 2. WELCOME TO ENROLL WITH SMART

Click on the blue box, Create a New Account.

### 3. FIND YOUR SCHOOL

Enter your school's name in the search box. Make your selection by clicking the green circle.

### 4. SECTION 1 – WHO WILL PAY?

Enter the parent, guardian, or bill payer's contact information. Please provide your mobile number and email address as Smart Tuition regularly communicates important information about your account via text message and email.

### 5. SECTION 2 – WHO WILL ATTEND?

Enter the names and grades of the children who will attend the school. If you already have a child in this school with a Smart Tuition account, simply add any additional children to your existing account by going to [enrollwithsmart.com](http://enrollwithsmart.com) and enter your current account information under I Have A Smart Account.

### 6. SECTION 3 – HOW & WHEN TO PAY?

Review the payment plans offered by your school and choose one. The payment plans listed are selected by your school and cannot be changed by Smart Tuition. Select your preferred payment method and due date from the options offered by your school.

### 7. SECTION 4 – SUBMIT

Review Smart Tuition's terms and conditions. Click SUBMIT ENROLLMENT to complete your online enrollment.

### REGISTRATION APPLICATION SUCCESSFUL

You will receive a confirmation page with your Smart Tuition Family ID. Your school will then review your enrollment, and once complete, you will receive confirmation from Smart Tuition.

### ACCOUNT ACTIVATION

Once your school has reviewed and activated your account, you will receive an email with login instructions.

To view your balance, make payments, update your personal information, or chat with a live representative, access your Smart Tuition account at [parent.smarttuition.com](http://parent.smarttuition.com).

The Smart Tuition program manages tuition payments and follows the policies established at the school. Decisions regarding tuition amounts, tuition aid, scholarships, and all other tuition related items are made by your school.

We look forward to working with you and your family this year! Our Parent Contact Center is available 24 hours per day. Families can access their accounts to check balances and make payments. Call us at (888) 868-8828.



# Mmm Mmm Catering

We are a full service catering company specializing in meeting the needs of each individual school that we serve.

Mmm Mmm Catering prepares healthy and quality meals offsite in our commercial kitchen. We then package our meals individually labeled with each child's name on it for easy distribution. All meals delivered straight to the school campus.

Every meal includes one serving of fresh fruit and/or one serving of vegetables and your choice of water or juice. All desserts are an extra charge.

#### No-Hassle Lunch Delivery

- Every meal is delivered daily at the time your school designates.
- Each lunch is labeled for easy distribution.
- Our meals are prepared fresh each day.

#### Here's how it works:

1. Every school is given a Mmm Mmm Catering I.D. number that will allow each parent to sign up their child and place meal orders.
2. Once registered, parents are able to log in to the system at any time to make orders.
3. If you have multiple children, you can order for them all at once. Pay with your credit card, so you never have to worry about lost lunch money ever again.
4. Mmm Mmm Catering will receive the orders and deliver accordingly.

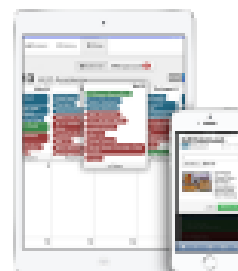
Food that makes you go Mmm...

To Register Your Child Go To:  
[mmmcaterings.com](http://mmmcaterings.com) and click on the "Order Now" Tab

The School Code For your school is:  
IMHM-20189

### Ordering Made Simple

Peace of mind comes with knowing what your little student is eating for lunch every day. Our online ordering system is very easy to use. It has a simple calendar format which is very natural and intuitive to use.



#### Online Menu Calendar

Highlighted Blue Items are the Main Entree

Highlighted Red Items are free with your meal but you can only pick one.

Highlighted Mustard Color Items are Extras and Desserts

#### So now how do you remember what you ordered?

1. Order confirmation email will list all the meals you just ordered.
2. History page, where you can look up your orders in either a calendar format, or just as a list. Use it as a reference, or print it out and hang it on the fridge.

To Register Your Child Go To:  
[mmmcaterings.com](http://mmmcaterings.com)  
562.587.1504