



MARENGO COMMUNITY HIGH SCHOOL

District #154

110 Franks Road Marengo, Illinois 60152

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David N. Engelbrecht, Ed.S.
Superintendent

Dr. Angela M. Fink
Principal

June 6, 2019

Dear MCHS Parents and Students:

This letter will provide you with important information for the 2019-2020 school year. Please note that all forms linked to this letter can be found [here](#) and must be returned to the Student Services Office. Our summer office hours are 7 a.m. to 4 p.m. Monday through Thursday and from 7 a.m. to 11 a.m. on Friday.

► School Fees and Forms

Your student has received their preliminary 2019-2020 class schedule; however, schedules are subject to change based on availability, course offerings, etc., and will be finalized on August 12th. Students, please print your final schedule from your portal account prior to the first day of school. Please note that for the 2019-2020 school year your student has been assigned to 4th or 5th period lunch, and 8 class periods will appear on student schedules. See [bell schedules](#) for class times. Student requests for schedule changes are permitted only for specific reasons: drop a class to add a study hall (only one study hall per day); drop study hall to add a class; level changes (ex: general to honors); add late start/early release to schedule (must meet GPA requirement). Please call the Guidance Office at 815-568-6511 x1303 to schedule an appointment with a counselor.

Payments for school fees and all school forms are due now. The annual registration fee is \$140; fees paid on or before July 30th will receive a \$10 early payment discount (if paying online enter \$130 in the payment box and we will adjust your fees by \$10 after July 30th). If you prefer to pay by check or cash, please print the [School Fees Form](#), complete it, and return it to Student Services with your payment. If you have been approved to receive free or reduced price lunches in the past and believe you are eligible for a waiver or reduction of school fees, please print the [Fee Waiver Form \(Spanish form\)](#), complete it, and attach proof of income. You must attach proof of income in order for your form to be processed. Please note: Due to changes in the AP program, AP Course Fees have not yet been assessed. We will add these fees to your student's account by September 2 and they must be paid by November 1.

► Medications/Health Forms

If your student requires medication to be administered during the school day, please [click here](#) for the form. All freshmen must have a current [physical](#) and [dental examination](#) to begin the school year. Any sophomore, junior or senior athlete participating in IHSA athletics must have an [athletic physical](#).

► Bus Route and Student Information

If you reside further than 1 ½ miles from school your student is eligible for transportation. Please request bus service by emailing larcombem@mchs154.org by June 28th. Eligible students who have requested bus transportation will receive notification in August with their route information. Students who plan to drive to school must complete the [MCHS Vehicle Registration Form](#) and return it with payment to Student Services.

Our Parent and Student Handbook will be posted on our school website on June 25th. Please review it prior to the start of school. You and your student will be required to sign a form indicating you have reviewed the handbook at the beginning of the school year.

“Where learning is valued and excellence is the standard”

► **School Calendar**

[Click here](#) for a calendar detailing significant dates. Please note that academic support sessions are available on early dismissal days. All freshmen are required to attend school on Wednesday, August 14th

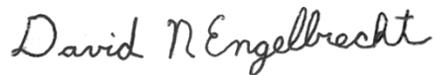
from 7:55 a.m. to 2:10 p.m. for freshman mentoring. The first day of school for sophomores, juniors, and seniors will be on Thursday, August 15th. A 7:55 a.m. to 2:10 p.m. modified schedule will be in effect for all students on August 15th and 16th.

► **Lunch Money/Breakfast Program**

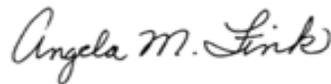
The price for a hot lunch will be \$2.85 for this school year. We will continue to offer a breakfast program from 7:25 a.m. to 7:50 a.m. each day. The cost of breakfast is \$1.50. Parents are encouraged to pay for their child's lunches online through their parent portal or by sending a check for at least two weeks worth of lunches. Applications for Free or Reduced Price Meals will be made available when we receive them from the state. Please note the following state mandated directive: When a student's lunch funds are in a negative balance, a reminder phone call will be sent at regular intervals. If a parent/guardian regularly fails to provide meal money and does not qualify for free meal benefits, the Principal will direct the next course of action. Continual failure to provide meal money may require the District to notify the Illinois Department of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges.

Mark your calendar for the Back to School Fall Conference Night on August 28th from 7 p.m. to 9 p.m. Parents attending will follow their student's schedule and meet their teachers. We hope to see you there and look forward to working with you to continue to provide you with a quality education and a positive high school experience.

Sincerely,



David Engelbrecht, Ed.S.
Superintendent



Dr. Angela Fink
Principal