



Seneca Community Grade School

174 Oak Street

Seneca, Illinois 61360

Phone: 815-357-8744 Fax: 815-357-1516

Eric Misener
Superintendent

Lynn McGhee
Elementary Principal

Shane Severson
Junior High Principal

Dear Parent/Guardian:

It is time to register your child for 2021-2022 school year. Doing this now insures your child(ren) can be placed on a homeroom list for next year and will avoid a registration fee.

Seneca Grade School Board of Education waived the student book fees and towel fee for the upcoming school year if you turn in all paperwork by the **Friday, July 23rd** deadline. A \$25.00 registration fee will be charged per child if paperwork is not returned before the **July 24th deadline**. Uniform P.E. Fees for 7/8 grade are \$15.00 if your child does not have one that he or she can wear from last year. The technology fee for 5-8 grade students is \$25.00. We urge you to pay your registration fees online thru the SGS Website www.sgs170.org, click right side is payment of fees, TeacherEase payment tab.

Please complete and return all forms together:

1. **School Invoice Form (pay online or return with forms below)**
2. **Individual Student Data Sheet**
3. **Verification of District Residency (sign and returned)**
4. **Internet Consent Form (both parent and student must sign)**
5. **Fee Wavier (Optional)**
6. **Yearly Health Information (return)**

If you have a change of address, you will also be required to bring in proof of residency and follow Seneca Community Consolidated Grade School #170 residence policy 7:60.

Please take extra time to read the letter from Mrs. Widman, the school nurse. She covers in detail the information on physicals, immunization, dental and vision requirements. Preschool and Kindergarten students must be in compliance or will not be allowed to start school. Preschool students will start on **Monday, August 23rd, 2021**.

Parents can pay for student fees and lunch money on the school website at www.sgs170.org. Click on menu, then on the right of page click add lunch and pay fees, this takes you to www.teacherease.com/common/Login.aspx where you can log in your child's account. On the left hand side... Select FEES in the quick link or miscellaneous on the top of page. Select-make a payment. Please retain all information inside your folder for further reference. If you have any questions, please call the District Office at 357-8744 ext. 2161. If you are unable to return forms during May, you can avoid fees by dropping off at the District Office, 175 Walnut St. Door G anytime between the hours of 8:30 and 3:00 Monday thru Thursday during the summertime.

Please mark your calendar with the following dates:

- **Friday, July 30th, New student registration CENTRAL OFFICE NORTH**
- **Friday, July 23rdth, Last Day to Bring in Returning Students Registration Packets. DISTRICT OFFICE NORTH – (9:00 p.m. -3:00 p.m.)**
Registration Fee of \$25.00 will be charged per student.
Homeroom and Class List Posted
- **Announcement will be sent out in July pertaining to procedures and handling of the start of the year PK-8 OPEN HOUSE**
- **August 17th First ½ day of student attendance**
Dismissal: North Campus 11:25
South Campus 11:35
- **August 23rd First Day for Preschoolers**
- **August 23rd Breakfast Program Begins**

Remember social distancing as a family and be reassured Seneca Grade School will follow the CDC Pandemic Precautions guidelines and polices set forth by the Illinois State Board of Education to protect our students.

Thank you,

Dianne Bushman
Superintendent Secretary
dianneb@sgs170.org