



67 Round Hill Road – Middletown, CT 06457

An educational ministry of the Daughters of Our Lady of the Garden since 1972

June 16, 2025

Dear Parents,

It doesn't seem possible that we have already concluded another school year! I'm sure that you would agree that the Lord has blessed us in so many ways and that we can look with pride upon what we have been able to accomplish by collaborating always for the greater good of each child. Naturally, the children are our greatest blessing and you're entrusting them to us each day is an honor and a privilege. We thank you!

On behalf of the Sisters and lay staff, I would like to extend a heartfelt welcome to all the new parents and children who will be joining Gianelli's school community this coming new school year. Likewise, we warmly welcome back all the parents and children who will be coming back for another school year.

To assist you in your own planning, we are attaching here the following documents:

- the school calendar for the 2025 – 2026
- "Things to Bring for the Beginning of the School Year"
- We have also included the monthly tuition and payment schedule. Your tuition payment is applied toward educational programming, salaries, maintenance, food costs and utilities for the school building only. Tuition is based on a yearly amount divided into ten equal installments.

There are other documents that must be handed in when you and your child come for Orientation Day (Tuesday, August 27). You may find these on our school website (www.gianellisclc.org). Simply go to the tab entitled Parents Corner. Click on "Forms and Policies" and to the left you will see a whole set of forms under the heading "Required Forms for the First Day of School." These are to be handed in no later than the first day of school. Those are fillable PDF documents, but you will still need to print them out so as to provide your own hand-written, not electronic, signature.

The forms that you will find on the website are:

- *Parent Questionnaire*
- *State of Connecticut Health Assessment*
- *Emergency Medical Permission*
- *Emergency Information Form*
- *Children with Allergy Problems (*if applicable)*
- *Refusal to Accept Medical Service*
- *Child Pick-Up Authorization Form*
- *Late Pick-Up and After School Policy*
- *Field Trip and On/Off Ground Policy*
- *Discipline and Behavior Management Policy/Form*
- *Photo Release Form*

Even though we are an independent private school, we must be in full compliance with the State of Connecticut. The completion of these forms **must** be turned in no later than the first day of school. When impromptu site visits occur, we want your child's file to be complete, accurate and up to date. We will be cited for missing information for any child.

Naturally, we are well into all different aspects of planning and preparation for the 2025-2026 school year. This always brings new adventures and challenges and, together with God's grace, we aim to embrace each opportunity in helping your child to grow in every way possible. We are happy that you have made a commitment to provide a solid foundation for your child's education here at Gianelli's.

Many of you are well acquainted with Procare. If you are a new parent to Gianelli's, an invitation to Procare will be emailed to you and you can set up ACH payments. Once you accept the invitation, on the page that shows the bill amount, click pay now to set up payment method, Add ACH Account. Fill in the form with all bank information requested, hit save and you will automatically be enrolled in ACH payments. Any questions regarding finances are to be directed to Ann Pari, our Bookkeeper and Office Manager. I am happy to help you with everything else.

We are happy to continue providing quality, Catholic pre-school Montessori education for your children and to be partner with you who are your child's first teachers in the important work of guiding and forming the hearts and minds of our young students.

Gianelli's Early Learning Center keeps the following hours:

- Our day begins at 7:30 am. If there are any parents who request an early drop-off at 7:00 am, there is a charge of \$8.00 per half hour or portion thereof.
- The instructional school day is from **8:00 am– 4:00 pm**.
- **The morning session pick-up time is by 12:30 pm.**
- **The regular pick-up time is between 3:00 – 4:00 pm.**
- **If a child is picked up after 12:30 pm and after 4:00 p.m., there will be a charge of \$8.00 for every half hour until 5:30.** These charges are billed monthly.

Please also find the attached document named "Things to Bring for the Beginning of School". Please read that carefully as it contains practical information. To ease the children's transition on the first day of school, we ask that these items be brought in on **Orientation** day, scheduled for **Wednesday, August 27 from 2:00 – 4:00 p.m.** All children and their parents are encouraged to visit any time between these hours. The first day of school is **Tuesday, September 2.**

I look forward to welcoming you personally in August! May the Lord bless this coming school year and may it be for all of us a time of growth in His Peace and His love.

Most sincerely,



Sister Juana Olmedo, FMH
Director