



Monthly Update

May 2022

Financial Information

Finances and End of Year Classroom Policy

According to the ECS handbook (p. 9), “any student with an unpaid balance on May 11 will not be permitted to attend school until the balance is paid in full (ECS accepts cash or money orders only in this situation).” Students whose accounts are not paid in full by the end of business on Tuesday, May 10, will not be allowed into the classroom on Wednesday, May 11, until the balance has been paid in cash or by money order. If you anticipate any problems meeting your financial obligation at the end of this school year, PLEASE CONTACT THE OFFICE IMMEDIATELY TO SET UP AN APPOINTMENT WITH MR. PADDOCK AS SOON AS POSSIBLE.

ECS will continue assessing normal fees (extended care drop-in fees, late pick-up fees, etc.) throughout the rest of the school year. ECS will not release report cards and/or transcripts until account balances are paid in full. While ECS will notify parents of outstanding balances if report cards are held, we encourage you to inquire about your account balance at the school office during the last week of school and to take care of these miscellaneous charges before the end of the school year if possible.

Reminder of PM Care Drop-in Policy

To be charged the daily drop-in rate, parents must notify the ECS office by 12:00 noon on any day you need your child to “drop in” to our PM care program after school. If notice is not received by 12:00 noon, ECS will assess published late pick-up charges for students not picked up during the regular 3:10-3:25 dismissal time.

Request relating to Cash Payments

To expedite your financial transactions at the office, ECS requests the presentation of exact cash payments. The office does not always have the capability to make change “on the spot.”

Spring Allergy Season Reminder

ECS administers only parent-provided medications and does not have allergy medicine available for students. Unfortunately, ECS is unable to accommodate children staying indoors during recess/PE activities due to allergies. If your child requires medication to address seasonal allergies, please fill out a medication administration form and send it along with your child’s medicine to the office. To secure more information on ECS’s medication authorization process, please contact Tiffany in the school office.

Spring Photos

ECS will release the Victor O’Neill Studios link for parents to place class photo and/or K5 grad photo orders in early May. You will be able to place orders directly online with this company.

Summer Book Orders

ECS will fill your child’s Summer Book orders when these products arrive.

Calendar Events



Field Day ~ May 20

ECS looks forward to our annual school-wide field day on Friday, May 20. This event serves as our “year-end class picnic” for all grade levels. All events will be held on-site this spring.



Friday, May 27

ECS holds a noon dismissal on Friday, May 27. There will be no PM care service provided on this Memorial Day holiday weekend.



Closing out the 2021-22 School Year

ECS will hold full day classes with AM and PM extended care through Thursday, June 2. ECS will open “normally” with AM care on Friday, June 3, but will close at 12:00 noon with after-school care ***provided only for registered users*** that afternoon (no daily drop-ins on 6/3). Students not registered for extended care will be charged according to ECS late pick-up schedule of \$15 per ¼ hour or increment thereof.



Awards & Promotion Ceremony ~ 11:15 AM, June 3

We will recognize the academic accomplishments of students in K5 through grade 6 during our 11:15 AM student body assembly on Friday, June 3.



K5 Graduation Ceremony ~ 7:30 PM, June 3

ECS will formally acknowledge the academic accomplishments of our K5 and Grade 6 students at 7:30 PM on Friday, June 3.



Report Cards

ECS will release final report cards for the year by mail no later than June 10 to all families whose accounts are current. Billing notices will be released at that time for any accounts with outstanding balances.