

July 2023

Dear McLouth Parents and Students:

Enrollment for ALL students grades PreK-12 will take place on **Wednesday, August 2, 2023 from 1pm-8pm and Thursday, August 3, 2023 from 9am-12pm** in the school cafeteria. For your convenience, we are offering alternative enrollment options. Enrollment forms can be mailed to McLouth USD 342, PO Box 40, McLouth KS 66054 or scanned to enrollment@mclouth.org. Payments can be made online at mclouth.org, “online payments” or you can mail a check to McLouth USD 342, PO Box 40, McLouth KS 66054. Please do not pay by cash if payment is mailed. Cash payments will be accepted at in-person enrollment. Textbook, technology and activity fees will be due at enrollment (see below). Student-Parent Handbook information will be distributed at enrollment. Student-Parent Handbook can be found on the school website. Please contact the school office if you would like a paper copy. You will meet with transportation personnel to request bus transportation.

Please carefully check the information for your student(s) on the ***Student Information form*** and return it at enrollment **ONLY IF CHANGES NEED TO BE MADE**. It is very important the school office has CURRENT contact information available to contact you in the event of an emergency. Have each student read and sign the enclosed ***Technology Acceptable Use Policy*** and ***Chromebook Agreement*** (6th grade and new students only) and return. Chromebooks will be distributed to secondary students the first days of school.

IF your student has a medical condition the school needs to be aware of, please be sure that information is noted on the Student Information form. If your student will be taking prescription medication during the school day, you may obtain a “***Medication Administration Request***” form on the district website. If your student has any food modifications, please notify the school nurse. *A form must also be completed for students who will carry an inhaler or epi-pen with them during school hours.* Also, remember to notify the school if there are custody restrictions that apply to your child.

Forms for athletic physical, concussion and proof of insurance/athletic participation are available on the district website or in the secondary office. Completed forms **MUST** be on file with the activities director before the student is allowed to participate in any athletic practice.

The school carries catastrophic insurance; however, this does not cover common accidents or injuries that occur at school. Parents are financially responsible for these incidents. If you do not have medical insurance to cover your child, a “***waiver of liability***” form must be completed before the student is allowed to participate in any athletic practice.

Fees due at enrollment are as follows:

Textbook Fees \$35 per student

Technology Fees \$25 per middle/high school student * **Must be paid before Chromebooks will be issued**
\$10 per elementary student

Kindergarten Snack Fee \$40/year

Activity Fee \$25/for all middle school/high school students (this will cover athletic fees for all sports throughout the year as well as will allow your student admittance to all home athletic events.)

Students who qualify for free lunch are exempt from all fees EXCEPT Technology Fee and Athletic Fees.

The first day of classes for the 2023-24 school year is August 16, 8:00 a.m. – 1:00 p.m. Entrances will open at 7:35 am each morning.

If you have questions, please call the secondary office at (913) 796-6122. For elementary specific questions, please call the elementary office, after August 1, at (913) 796-6152. Enjoy what remains of the summer and we look forward to seeing you at enrollment on August 3 or 4.

Enrollment Dates & Times

August 2	1:00 p.m. – 8:00 p.m. in the school cafeteria
August 3	9:00 a.m. – 12:00 p.m. in the school cafeteria
August 16	First day of class 8:00 am – 1:00 pm