



August 20, 2025

Dear Preschool and PreK families,

I hope your summer has been amazing and that you are ready for our school year to begin. I am so excited to kick off the new school year with you! I'm Tasha Monica, the director of St. John's Preschool, and on behalf of the entire Preschool and PreK staff, I want to extend the warmest of welcomes as we prepare to begin a wonderful new school year together. We are incredibly excited to partner with you on this important journey and create a nurturing and enriching environment for your child.

To help our early learners transition smoothly, we're holding a special Meet the Teacher day on Thursday, August 28, and Friday, August 29. Your child has been assigned a personal 1-on-1 time to join us. Please find your child's time [here](#).

This is a great opportunity for your child to spend a short, informal time in their new classroom, get to know their new teacher(s), and feel comfortable in their surroundings. This day is designed to be low-pressure and fun! Please note that this is not a drop-off event, and we ask that an adult stay with their child. You will also learn about the drop-off and pick-up procedures and any other information that you may need to make the first days of school as smooth as possible.

During your child's scheduled time, we ask that you please **return the attached forms, bring in the items from the [supply list](#), and your child's [comfort kit](#)** *(for new students only)*. Having the completed forms and supplies on hand will ensure we have all the necessary information to make the start of the year a great one for your child. You will also receive your child's St. John bag that your child will use daily between school and home, instead of a backpack.

I know there is a lot of information attached, so please take your time reading and filling out each form and, as always, reach out with any questions you may have. I have created a list below that you can reference to help you complete everything that is needed.

Attached forms and to-do list:

- [A Quick Guide](#) to many questions you may have.
- [Important Information Form](#): This is a quick form for teachers to reference your contact information in case of an emergency and carry with them on field trips.
- [Parent Questionnaire](#): This helps your teachers get to know your child and family better.

- **Field Trip Form:** This form is needed to allow your child to use other buildings around campus to attend library, PE, music and other events and assemblies held here on campus. Since we are licensed, we must have this on file so that each child can use spaces outside of our building.
- **Create a Brightwheel Account:** We use the Brightwheel app to sign in/out daily and to send pictures. Please ensure that you have the notifications turned on in case of an emergency, and we need to contact you.
  - If you have an account, please update any information and ensure your emergency pick-up list is accurate, and please add a picture of your child to the account; this is helpful for teachers to have.
  - If you do not have an account yet, you will be receiving an email with a link to be added to our school account. Be on the lookout for that before the first day of school. We can also help you get started on your Meet the Teacher day.
- **Handbook Signature:** Every family must read and sign our handbook each year. Please do so [here](#).
- **Safe Environment Training:** If you wish to volunteer in our classroom or on field trips, you must complete Safe Environment Training. You can find the training information [here](#). This training will last for 3 years once you have completed it. Please contact Sheila Marty at [smarty@stjohnsea.org](mailto:smarty@stjohnsea.org) if you need any assistance.
- **Immunization records:** According to the Department of Health and the Archdiocese of Seattle, students are required to be current on immunizations by the first day of school (information [here](#)).

Be on the lookout for a communication to all parents with information about classroom assignments, hot lunch, and more. Thank you for being such a vital part of our Preschool and PreK community. We are looking forward to a fantastic year of growth, learning, and fun with your family!

Warmly,

Tasha Monica

Preschool Director

[tmonica@st-johnschool.org](mailto:tmonica@st-johnschool.org)