



Dear Montessori Academy Families,

It is hard to believe how quickly the summer is passing! We hope that all our MA families are enjoying a safe and relaxing break. We are busy planning for the new school year and look forward to seeing everyone back on campus soon. We would like to extend a warm welcome to all the new families joining us this fall and we are excited for you to become a part of our MA community.

**Reminder: The first tuition payment for 2018-2019 is due on August 1st.** If you pay in full for the entire school year by August 1st, you will receive a 2% discount.

- If using your bank's online bill-pay system, please put your child's name as the account number and put the due date as the 25th of the prior month to ensure payment is received by the 1st.
- **To setup a ParentsWeb Account and pay online with a checking account:**
  1. Go to [www.montessoriacad.org](http://www.montessoriacad.org). Click on "ParentsWeb Login" - top right of the screen
  2. Click "Create New ParentsWeb Account"  
District Code - MA-TN
  3. Click "Create Account" - An e-mail will be sent with further instructions on setting up a username/password.

**By clicking the "Parent Information" tab on the MA website, you can access the following to help prepare for the first day of school:**

- [2018-2019 Tuition Prices](#)
- [2018-2019 School Closing Dates](#)
- [Infant-Middle School Supply Fee Information](#)
- [Uniform Requirements: Primary - Middle School](#)
- [INFANT/TODDLER : Cloth Diaper Information](#)
- [NEW TODDLER STUDENTS : Gentle Start Information](#)

**August 1st, we will post the following information to the MA website:**

- 2018-2019 Detailed School Calendar, also available for download into Google Calendar
- Parent Handbook
- Parent Leadership Program Information
- Extra-Curricular Activity Enrollment

It is vital that we have current parent/guardian email addresses and phone numbers, as well as student allergy/medical information and authorized pick-up persons on file at all times. **Please make sure we have a current immunization record on file by August 20.** You may send updates to [asitter@montessoriacad.org](mailto:asitter@montessoriacad.org) or make changes through the "ParentsWeb" tab on the MA website.

**Back to School Party Invitations and the Orientation Schedule will be sent as a separate email.**

The office is open daily 7:30 a.m. -3:30 p.m. through August 3rd - please do not hesitate to contact us with any questions. **Please remember that MA is closed the week of August 5<sup>th</sup> and 12<sup>th</sup> and there is no childcare available.** The first day of school for the 2018-2019 school year is August 20.

Warm Regards,

Montessori Academy Administration