



Dear Franklin Academy Families,

In order to ease the transition back to school and reduce some of the stress associated with completing paperwork and preparing your family and Franklin Academy for the upcoming school year, we have set up Franklin Academy's "[Business Day](#)". You and your child are invited to come to campus on this day to complete many of the administrative tasks generally required during the first week of school.

The event will take place on [Wednesday, July 25, 2018, from 8:00 AM to 4:00 PM](#).

While on campus you will be able to:

- Deposit money into your child's school lunch account (credit card, personal checks and money orders will be accepted);
- Complete free and reduced lunch applications;
- Submit transportation request forms and address any transportation concerns with transportation personnel;
- Update emergency contact information;
- Submit or fill out any missing/required school health forms;
- Address any uniform questions or concerns with iUniforms personnel;
- Meet with After School Connections and register for aftercare service;
- Register carpools (representatives from both families must be present at the same time)
- Receive your FranklinPass stickers (new Franklin Academy families only);
- Purchase additional FranklinPass stickers (all Franklin Academy families);
- And other administrative tasks that you or the school may need to complete.

Please feel free to show up the day of the event, during the stated time period. No need to RSVP.

We look forward to serving you and making things a little easier as we approach another exciting academic year here at Franklin Academy.

We hope you have been enjoying your summer vacation.

Educationally yours,

*Alexandra E. Fox*

Mrs. Alexandra E. Fox, M.Ed.  
Principal | IB MYP Head of School