

Glossary of often used terms at ILS

ILS: Straight up, this is Immanuel Lutheran School – Olivette

Chapel: This is our once a week (usually Wednesday mornings at 10:00am for Preschool and 10:30am for K-8) worship service. All the students and faculty attend, and it lasts about 15-20 minutes. Our children learn to sit, to be respectful and best of all they get to hear about Jesus! Anyone is welcome to join us for these services.

Eagle Eye News: This is our bi-weekly newsletter highlighting upcoming events and important reminders. This is emailed to everyone, usually every other Friday and can also be found on the website.

East Building: This is where our JPS (junior preschool) – 2nd grade classrooms are as well as Extended Care.

Extended Care: This is what we call our before and after care service. It is available before school beginning at 7:00 a.m. until 8:15 when the school doors open and after school until 6:00 p.m. You can sign up for the year as before care, after care or both. Drop in use is also available. You will pay for this through FACTS for your yearly commitment or your Family Portal for Drop in charges or in the business office with cash or check.

FACTS: This is our tuition management system. Here you select a payment plan for tuition and extended care payments. Once you have selected a payment plan you will not need to ever do that again. If you wish to change which plan you have, just contact our Business Administrator, Connie Baur.

Family Portal: This is our Student Information System (a division of FACTS). We will be using the name **Family Portal**. This is where you will update any family information and access most any information to do with your student and their education at ILS including grades, homework assignments, attendance and the ILS Calendar.

You can pay on your Lunch, Band, Extended Care (*for drop in services*), Extra Curricular Activities, General charges and Summer Camp.

You track your required service hours here as well.

Family Portal App: This app will hold everything in one place at your fingertips. Easy to navigate and use, everything from the PC Family Portal can be found in this app.

LESA: This is Lutheran Elementary Schools Association. This organization supports the local Lutheran schools in many ways and hosts numerous events that help fund the Building Blocks program. LESA then uses this program to award yearly financial aid to families that apply (through FACTS) and qualify.

PSCE: This stands for Parents Supporting Christian Education. This is our parent group; every parent or guardian with a child enrolled at Immanuel is a member, every teacher is a member, and anyone who wishes to promote Immanuel Lutheran School is a member.

Required Family Service Hours: At ILS we count on our families to help create an amazing learning environment. We want you to be able to connect with other parents and be involved in our ILS community to insure that everyone's child has a memorable and remarkable journey through Immanuel Lutheran School. Each family is responsible for serving 10 hours per school year. Any family member over 16 years old can serve these hours, parent, grandparent, siblings, aunts and uncles.

West Building: This is our main school building that is connected to our church building and holds our 3rd – 8th grade classrooms as well as the gymnasium.