

July 2024

Dear Casper Classical Academy Students and Parents: We hope this finds you doing well and having an amazing summer with your families and friends! The 2024-2025 school year is right around the corner, and we are preparing to have an amazing year! Let's get right to some specific and important information that will be helpful as you prepare for the start of the new school year.

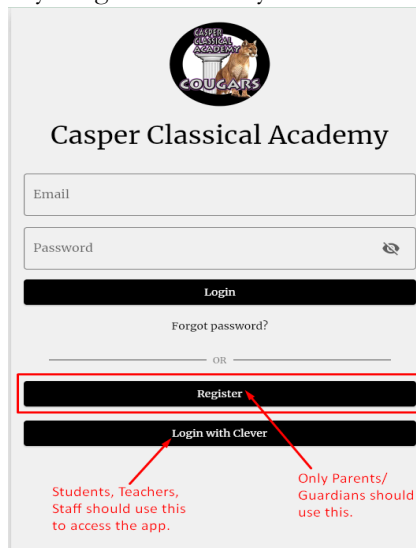
Schedule Pick Up, Locker Try-Out, and Cafeteria Fingerprints: Parents and students may visit our school to pick up their schedule, walk through that schedule, self-tour the building, and practice the combination lock on their lockers. Teachers will be in Professional Development at this time, but our office personnel will be there to assist you! Additionally, new students to our building will get their fingerprint scanned for the cafeteria. New schedules will also be given to ALL students on the morning of the first day of school, as it is possible that changes may take place at the last minute.

6th grade - Monday, August 19 from 9:00 am -2:00 pm
7th grade - Tuesday, August 20 from 9:00 am -2:00 pm
8th grade - Wednesday, August 21 from 9:00 am -2:00 pm

Additionally, here are things we would like you to be aware of for the year:

- **School Supplies:** School supplies will be provided by the school district again this year! There is no need for anything to be purchased except a backpack, clear water bottle, and tennis shoes for the semester your student has PE.
- **Parental Acknowledgements:** The district asks that all K-12 families go online before the 1st day of school and complete the required Parental Acknowledgement forms. Go to your Infinite Campus Parent Portal: please go to the More tab → Quick Links → then Parental Acknowledgements to indicate your acknowledgement of certain items including Media Release, Directory Information Release, permission for field trips, etc. Please note that students will NOT be able to go on any field trips until this is completed and permission is granted.
- **CCA Parent/Student Handbook:** Additionally, [please click our Google Form HERE](#) to indicate you will read our District and School Handbooks.
- **Save the date! Meet Your Teacher Night, Tuesday, August 27 from 5:30-7:30 pm:** For those parents who wish to meet your student's teachers and run through your student's schedules and hear about what your student will be learning this school year, we highly recommend attending Meet Your Teacher Night on Tuesday, August 27 from 5:30-7:30 pm in their classrooms.
- **Main Office:** Our main office will be able to help you with many things. Betsy Hof (Office Manager), Sarah Kellick (Registrar), Barb Rasmussen (Secretary), and Melissa Kleinhesselink (Attendance Clerk) will all be available to assist you throughout the year. Our main phone line is 253-2300.
- **Supervision of Students Before and After School:** Students are only permitted on campus during the supervised hours of 7:20 am - 3:20 pm. Please make appropriate transportation arrangements. Please see later in this letter for drop off and pick up diagram.

- **First Day of School General Information:** School will start this year on Monday, August 26th at 7:50 am (the first bell to enter the building is 7:45 am and the tardy bell for students to be in their 1st period class is 7:50 am). The day will end at 2:43 pm (this is 5 minutes earlier than in previous years).
 - On the first day of school, please have your student check the cafeteria window for 1st period assignments in case the 1st period has changed.
- **Breakfast/Students on Campus:** There will be breakfast in the cafeteria available to those who are interested every morning starting at approximately 7:20 am. A change from prior years will be that only the students who are eating breakfast will be allowed in the cafeteria.
- **CCA App information:** Please download our FREE CCA app. This is a great, quick resource for you to get information about sports, clubs, meetings, conferences, performances, etc. Parents can now self-register! Download the app in your app store (Apple or Google) by searching for Casper Classical Academy. Click the box that says Register. Create your account. (See flier at end of this letter for a QR code you can also use to register with)



- **Email Notifications:** Our school and Parent-Teacher Organization will be using the Infinite Campus message system to communicate to parents via email again this year. It is very important that we have a valid email address on file for you that you check regularly. The address that information will be sent from is Infinite_Campus@ncsd.k12.wy.us and we'd like you to put this in your safe addresses so that it doesn't go to your spam folder. You can also send your email address to sarah_kellick@natronaschools.org or call 253-2300 and we will get it updated in the system.
- **Infinite Campus Parent Portal:** The Parent Portal in Infinite Campus is a great way for parents to keep up on their student's grades and attendance. Please ensure you've downloaded Campus Parent in your your app store (Apple or Google).
- **Handbook/Dress Code/Cell Phone reminders:** You may go to www.casperclassical.org to view the electronic version of our Parent/Student Handbook for the 2024-2025 school year and sign that you have received it. Please note that we do follow the district's dress code and do not allow students to wear pajamas (tops or pants or slippers), baggy pants, or short crop tops. Please ensure that you've looked to ensure your student's school clothing is compliant. See attached for NCSd guidelines on dress code. Additionally, students may not carry cell phones during the school day.
- **PTO/Family Connection:** The school's Parent Teacher Organization's Governing Council would love for all families of CCA to connect on how the CCA philosophy works. Please read through our Parent Student Handbook at www.casperclassical.org to ensure you understand how CCA supports our students. Additionally, at our Meet Your Teacher Night, our Governing Council will have a station for you to sign up for Committees: library help, staff luncheon help, website help,

fundraising help, etc.

- **Health:** Please call and leave a message for our nurse if you would like a phone call from her this fall regarding your student's health needs. She will be on duty for Professional Development beginning August 19.
- **Lockers:** Lockers are about 3 ft high each and 15 in wide and are stacked two high. Students will need to be diligent about keeping their locker clean and clutter free, especially during winter. Stuffing a backpack, winter coat and all of your schoolwork into these lockers can be tricky. Some helpful general locker tips: 1) make sure all unnecessary items are taken home, 2) there are shelving units made just for lockers, and 3) DO NOT tell anyone your combination. We have had some students tell their friends their combinations and things did get stolen. NOTE: Top lockers at the middle measure 5' and the top hook measures 6'2". Please call us no later than Thursday, August 15 at 3:00 pm if your student will need a top locker for certain reasons or a lower locker due to height.
- **Passing Periods:** Passing periods are 4 minutes long, and backpacks are not allowed to be carried from class to class. For two weeks new students will be allowed a tardy "grace period" to allot for time learning how to get from class to class.
- **Bus:** Bus service will be available before and after school and students will be dropped off on the south side of the building. Please ensure you've followed directions on any messaging from the district on how to sign up for bussing if needed.
- **Student Drop off:** Behind our building is the Student Support Services building as well as the Transitions program for high schoolers and they will use our south parking lot from 8:00 am-3:30 pm. If you can drop your student off on time, you should still be able to use our south lot. Please be aware that by 7:30 am, our student drop off area gets quite busy. In the afternoons, we will be asking parents to utilize the tennis court parking lot just to the north of our building to drop off and pick their students up.
- **Student Pick up:** The afternoons however, are when it is critical for the tennis court lot to be used, as there will be very little, if any, space for other vehicles in the south lot. It will be a short walk for students to that area. Please note that you will not be allowed to go back behind the school in the staff parking lot for drop off/pick up, due to safety concerns: staff members drive and park back there and are not expecting to have students walking near their vehicles, and there is NO supervision.
- **Right to Represent:** The "Right to Represent" form is usually filled out if there are step-parents, grandparents, or other guardians that the family would like to be able to help with their child's education. This form allows guardians to receive and exchange information about their child (such as attending meetings or getting phone calls): including but not limited to academics, behaviors, medical/nursing, and other notifications, as well as checking your child out of the building. Ultimately it allows us to be able to talk to them about your child if needed. We have attached this form in both English. The form needs to be filled out at the front office and signed in front of one of us OR needs to be filled out and signed in front of a notary and submitted to the office. This form does need to be submitted annually.
- **GEAR UP:** GEAR UP representatives will be available for questions at our Meet Your Teacher Night. Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a federally-funded, statewide grant in Wyoming that provides services to 2,000 7th-12th grade, income-eligible students annually. The goal of GEAR UP is to increase the number of eligible students who are prepared to enter and succeed in postsecondary education. Casper College GEAR UP Services are free to youth in Natrona County.

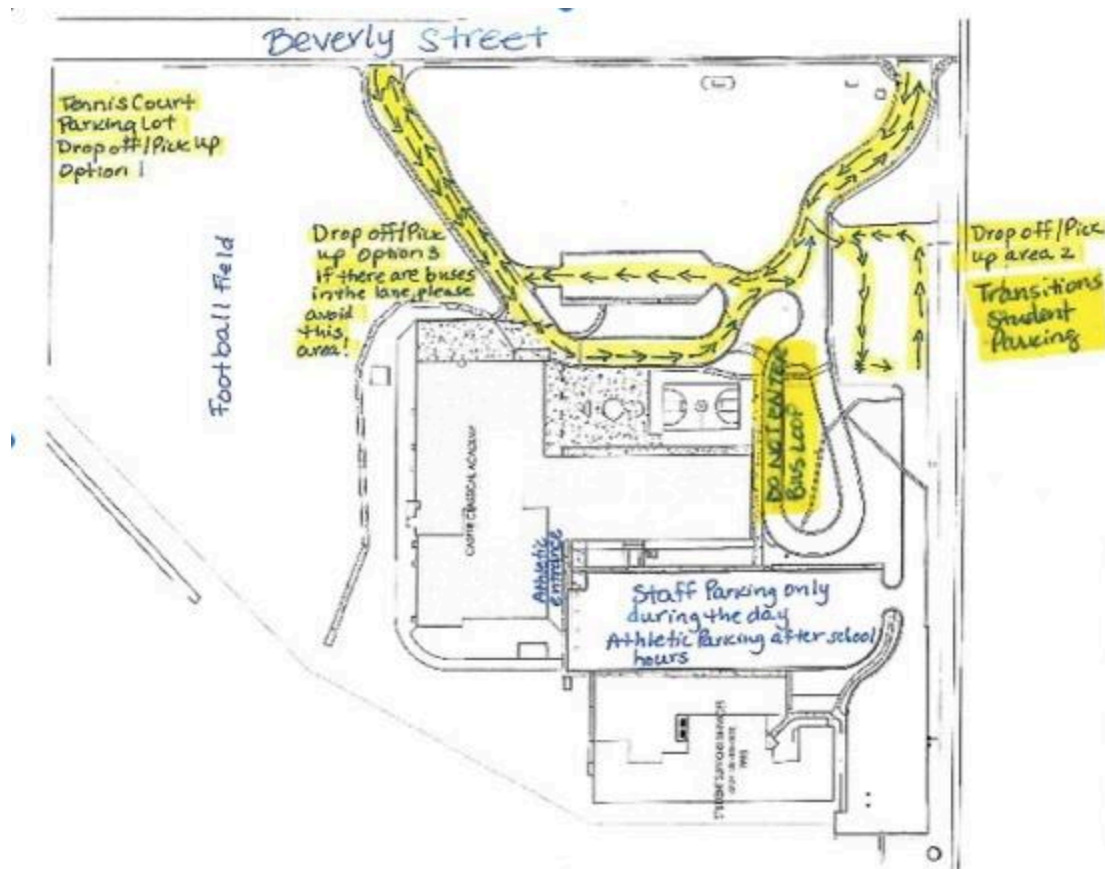
We're very excited to begin another great school year. Enjoy the rest of your summer, and we'll see you soon!

Sincerely,

Marie Puryear, Principal & Suzanne Moum, Assistant Principal

Drop off/Pick up Map:

Please attempt to keep the flow of traffic moving especially in the mornings, and have your student ready to get out of your vehicle. If they need more time, please park in one of the parking spots. Thank you!



Dear CCA Cougar Student-Athletes,

Attention CCA Cougars Important 2024-2025 FALL SPORTS information

In order to participate in any Natrona County School District Sponsored athletics you must have:

1. A *current* (dated May 1, 2024 or later) [NCSD SPORT PHYSICAL FORM](#) turned into the CCA office *prior* to the beginning of practice. Follow this link to learn about [FREE Sports Physicals](#).
2. A completed Parental Agreement on Infinite Campus, including the concussion protocol and appropriate clubs/sports checked *prior* to the start of practice (these are the same Parental Agreements as mentioned on page 1 of this letter). [Infinite Campus Instructions](#)

Please use the appropriate link below to register your student and be added to our communication list.

<u>7th/8th Football</u>	<u>6th/7th/8th Cross Country</u>	<u>7th/8th Volleyball</u>	<u>6th Volleyball</u>
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ATHLETICS DATES TO KNOW

8/19	<p>Practice begins for: 7th and 8th Grade Volleyball 7th and 8th Grade Football 6th, 7th, and 8th Grade Cross Country (Times to be determined)</p>
8/26	<p>First Day of School</p> <p>Practice begins for: 6th Grade Volleyball (Times to be determined)</p>
8/27	<p>All Sports Parent Meeting @ 5:00 (parent/guardian must attend for students to participate in Season 1) Meet the Teacher Night @ 5:30</p>

Our athletic events will be on our CCA app. However, if you would like to set up notifications from rSchools, for up-to-date times, locations, and dates of practices and games, please create an account here:

[**CCA Athletics Schedules**](#)

Sincerely,

Suzanne Moun, Assistant Principal

If you have any questions please reach out to Alex Austad (Athletics Designee) at alexander_austad@natronaschools.org or Suzanne Moun (Assistant Principal) at suzanne_moun@natronaschools.org or call the school at (307) 253-2300.



2024-2025 Middle Level Athletic Season Dates

Fall athletic programs start practice before the first day of school. Use this schedule to be sure your student does not miss any practices. For more information, please contact your student's school.

Season 1

8/19/24 - 10/5/24

7th & 8th Grade Football

7th & 8th Grade Volleyball

6th, 7th, & 8th Grade Cross Country

8/26/24 - 10/5/24

6th Grade Volleyball

Season 2

10/7/24 - 11/23/24

7th & 8th Grade Girls Basketball

6th, 7th, & 8th Grade Wrestling

Season 3

12/2/24 - 2/1/25

7th & 8th Grade Boys Basketball

1/6/25 - 2/15/25

6th, 7th, & 8th Grade Nordic Ski

Season 4

2/10/25 - 3/22/25

6th Grade Boys & Girls Basketball

2/17/25 - 3/22/25

6th, 7th, & 8th Grade Swimming

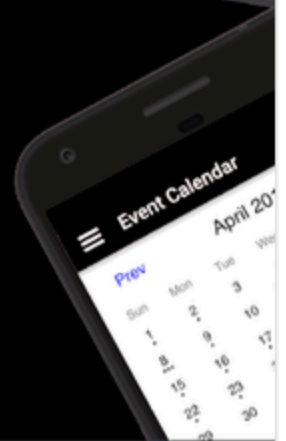
Season 5

3/31/25 - 5/17/25

6th, 7th & 8th Grade Soccer

6th, 7th, & 8th Grade Track





CASPER CLASSICAL

ACADEMY



DOWNLOAD TODAY!

Stay up-to-date with school news and announcements, keep track of upcoming events, and stay organized.


















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App Store



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Natrona County School District Dress Code Guidelines

Guideline	Yes 	No 
Any shirt or blouse should cover the back, top of shoulders, and stomach. Halter-tops, spaghetti strap shirts, low-cut tops, or tops that expose the midriff or undergarments are not permitted.		
Shorts and skirts must be no shorter than mid-thigh.		
All pants, shorts, skirts, and shorts must be worn no lower than the hips, no sagging or undergarments showing.		
Hats, caps, bandannas, sweatbands, sunglasses, chains, dog collars, and sharp objects are not to be worn in the school.		
Appropriate shoes must be worn at all times. Slippers are not allowed.		
No sleepwear is allowed.		
Clothing or personal items that are racist, sexist, promote drugs/alcohol/tobacco, or vulgar in interpretation are not allowed.		
Tights or leggings must be worn with a shirt, blouse, or tunic that is long enough to cover one's behind.		

Approved 6/8/2015



970 N. Glenn Rd
Casper, WY 82601
307-253-5450

CONSENT FOR PERSON(S) OTHER THAN LEGAL PARENT/GUARDIAN TO REPRESENT STUDENT AND/OR ALLOWING RELEASE OF STUDENT INFORMATION

Student Name _____ School _____ Grade _____

School Year _____ (This release is limited to one school year, including Summer School)

Student's Parent/Legal Guardian (PLEASE PRINT) _____ Date _____

Name, Relationship, Address and Contact Number(s) for Person(s) Authorized to Receive and Exchange Student Information and to Represent Student on Parent/Legal Guardian's Behalf:

Representation of students for school and educationally related purposes, exchange of student information and pickup/dropoff of students is generally limited to legal parents and legal guardians. Therefore, if a student's parent/legal guardian wishes for another person to attend and participate in educationally related matters on their behalf, they must complete this form.

As the student's legal guardian/parent, you have asked that someone other than yourself represent you for all educationally related issues concerning your student including, *but not limited to*: parent/school personnel conferences, receipt and exchange of student academic, disciplinary, special education, disability, medical/nursing, counselling/social work, legal and other information and notifications. You have asked that this person or persons be allowed to deliver the student to school and pick him/her up from school.

The parent/legal guardian and authorized individual agree to the following:

- The authorized person will follow all Natrona County School District (NCSD) rules and policies, including *but not limited to* student check in/check out procedures.
- He/she will address school personnel with courtesy and respect, following all school personnel request and instructions. Use of profanity, argument or failure to abide by all school requests is prohibited.
- He/she will respect student confidentiality and limit discussions or sharing of student information to the student's legal parent or guardian.
- This authorization is revocable at NCSD's or the legal parent/guardian at any time, with or without cause. Such revocation shall be effective when dated, placed in writing and received by the other party.

Liability Release: As the student's legal parent or guardian, on behalf of myself and my student, I release NCSD from all liability associated with the release and authorization made herein, and I freely and without coercion waive my right to sue or claim against NCSD in any manner for any damage or injury of any type or kind whatsoever which may occur as a result of the authorized person(s) actions or omissions related to my student, regardless of whether such actions or inactions are due to negligence or intentional misconduct. My signature below confirms my waiver and liability release.

I, _____ (Parent/Legal Guardian) authorize _____ to represent me and my student in any and all school-related capacities as noted above.

Signature Parent/Legal Guardian _____ Signature Authorized Person(s) _____

NCSD Witness _____ Title _____

Or Notary (see back of page for Notary statement)

Revised 10/2021