

# Welcome Back!!

Here we go! The KPAC envelope system is back up and running!

Here is a brief explanation of how it works:

The KPAC Envelope System uses large plastic envelopes to transport a wide variety of information back and forth between the school and the parents. Some items include Gift Cards, Gift Card Order Form, upcoming events, and information from the school office.

## KPAC Envelope System Procedure

1. KPAC envelopes will be sent home with the child you have assigned (on the KPAC Sign-Up Form online) on Thursday afternoons.
2. Parents will read the contents and fill-out the KPAC Service Report Summary Form (See enclosed form.)
3. Parents will return the completed KPAC Service Report Summary Form to school in the KPAC envelope **by the following Thursday morning.**  
Note: You may send them in with your child **any day** up until Thursday morning and have your child bring it into the office.

## Other Information:

- It will be up to you to record your service dates and hours.
- The **family name must** be filled in at the top of the form.
- You will receive a statement after each marking period during the year indicating the totals to date of your Gift Card Earnings and Service Hours.

To insure that every family receives the vital information sent home throughout the school year, we ask that you please remember to get your envelope in every week by Thursday morning. It is also important that you direct your child not to open the envelope until you have seen its contents. A copy of the information is also sent to you from the office via email through our Friday Flyers . If you have any questions please don't hesitate to contact Dawn Hudock at [KPAC@KoinoniaAcademy.org](mailto:KPAC@KoinoniaAcademy.org).

# KPAC Requirements 2018-2019

Every family at KA is required to participate in serving our school in 2 different ways each school year:

## Service Hours:

- Donate 40 hours of school service. This is done in a variety of ways such as volunteering at events, being a class parent, cleaning the school, doing yard work, etc.
- Record them in your weekly KPAC Service Report Summary.
- You will receive a quarterly report on how many hours you have completed.
- The 40 hours must be completed by the last day of school

## Gift Cards:

- Purchase enough gift cards to raise \$175 for the school. This can be done in 2 ways:

1. [ShopRite and/or Stop and Shop gift cards](#): KA earns about 5% back on these gift cards. Every Thursday, your KPAC envelope will be sent home with the KPAC Service Report Summary. On this form is a section to order grocery gift cards. Enclose a check for the exact amount made out to "KPAC" and send envelope back next Thursday. Your order will be processed that morning and the cards will be sent home in the plastic envelope to you that afternoon.

And/or...

2. [Scrip Gift Cards](#): these card can be purchased through the weekly KPAC folder system or directly online at [shopwithscrip.com](http://shopwithscrip.com). (See Separate instructions on Scrip). These cards earn a varying percentage per gift card. You can see what that percentage is when you order the cards.

(Note: You can combine the use of these cards or just use one type)

**Families can "opt out" of these duties by paying a fee. For further information on that please see school office. Parent's participation at KA is vital to run our school. These opportunities are a great way to get involved. Thank you very much for all the service you have done in the past and will do in this year. It is very much appreciated!**

## KPAC Service Report Summary

<b>NAME:</b>		<b>DATE:</b>	
--------------	--	--------------	--

**FOOD GIFT CARDS** (Gift Cards come in denominations of \$25, \$50, and \$100) **Please make checks payable to KPAC.**

Shoprite	Stop & Shop	Total Amount	Check #

SERVICE HOURS <small>(Please record your service only once)</small>	HOURS	DATE
Book-a-thon		
Bulletin Boards		
Class Parent		
Cleaning- Classrooms, etc		
Clothing Drive		
Family Ambassador Program		
Field Day		
Fund-Raising Help		
Helping with Classroom Party or Projects		
History Fair/ Science Fair		
Hospitality- assisting with school events, arranging refreshments,etc.		
KA Gala		
KA Open House		
KPAC Envelopes		
Lunch Duty		
Maintenance Projects		
Nurses Office		
Organizing Lost and Found		
Outdoor Grounds Work/ KA Garden Club		
Pizza Sales		
Pub Night		
Sports Program		
Substitute Teaching		
Teacher Appreciation Work		
Teachers Luncheon		
Other-		

**Family Order Form**

Created: 9/8/2018 11:15:35 AM

**Koinonia Academy**

*KA Scrip 2018-2019 Enroll Now!!!*

*Go to ShopwithScrip.com->Enrollment code: 35A7CF9A2L389. Or shop online for more store selections!*

*Questions? Send email to Veronica Klein at kascript123@gmail.com or send txt at 7327636357.*

Name	Customer #
Check #	Order Date

Product	%	QTY	Total	Product	%	QTY	Total	Product	%	QTY	Total
A.C. Moore \$25.00	5%		\$	Disney \$25.00	3%		\$	PetSmart \$25.00	5%		\$
Ace Hardware \$100.00	4%		\$	Domino's \$10.00	8%		\$	Pier 1 Imports \$25.00	9%		\$
Advance Auto Parts \$100.00	7%		\$	Dunkin' Donuts \$10.00	3%		\$	Pizza Hut (Not AK or HI) \$10.00	8%		\$
aerie \$25.00	10%		\$	Embassy Suites by Hilton \$100.00	2%		\$	Qdoba Mexican Grill \$25.00	7%		\$
Amazon.com \$25.00	2.25%		\$	Express \$25.00	10%		\$	Quick Chek \$25.00	2%		\$
AMC Theatres \$25.00	8%		\$	Exxon \$50.00	1%		\$	Rainforest Cafe \$25.00	9%		\$
American Eagle® \$25.00	10%		\$	Famous Footwear \$25.00	8%		\$	Red Robin \$25.00	8%		\$
Apple App Store & iTunes \$25.00	5%		\$	Foot Locker \$25.00	8%		\$	Regal Theatres \$25.00	8%		\$
Applebee's \$25.00	8%		\$	Gap \$25.00	14%		\$	Restaurant.com \$20.00	50%		\$
Audible.com Gold Gift Membership (3-month) \$45.00	8%		\$	Great Clips \$25.00	8%		\$	Rite Aid \$25.00	4%		\$
Barnes & Noble \$25.00	8%		\$	Groupon.com \$25.00	7%		\$	Ruby Tuesday \$25.00	8%		\$
Bath & Body Works \$25.00	12%		\$	Home Depot \$100.00	4%		\$	Sam's Club \$100.00	2.5%		\$
Bed Bath & Beyond \$25.00	7%		\$	HoneyBaked Ham \$25.00	12%		\$	Shell \$25.00	1.5%		\$
Best Buy \$25.00	4%		\$	Houlihan's \$25.00	8%		\$	Speedway \$25.00	4%		\$
Bonfish Grill \$25.00	8%		\$	IHOP \$25.00	8%		\$	Staples \$25.00	5%		\$
Boston Market \$10.00	12%		\$	iTunes \$25.00	5%		\$	Starbucks \$25.00	7%		\$
BP \$50.00	1.5%		\$	JCPenney \$25.00	5%		\$	SUBWAY Restaurants \$10.00	6%		\$
Brick House Tavern & Tap \$25.00	9%		\$	Jiffy Lube \$30.00	8%		\$	Sunoco \$50.00	1%		\$
Buffalo Wild Wings \$25.00	8%		\$	Kohl's \$25.00	4%		\$	T.J. Maxx/Marshalls/HomeGoods/Sierra Trading Post \$100.00	7%		\$
Burger King \$10.00	4%		\$	Lands' End \$100.00	15%		\$	Taco Bell \$10.00	5%		\$
California Pizza Kitchen \$25.00	8%		\$	Loews Cineplex \$25.00	8%		\$	Target \$25.00	2.5%		\$
Carrabba's Italian Grill \$25.00	8%		\$	LongHorn Steakhouse \$25.00	8%		\$	TGI Fridays \$25.00	9%		\$
Cheesecake Factory \$25.00	5%		\$	Lowe's \$100.00	4%		\$	The Home Depot \$100.00	4%		\$
Children's Place \$25.00	12%		\$	Macy's \$25.00	10%		\$	ULTA \$25.00	4%		\$
Chili's Grill & Bar \$25.00	11%		\$	Maggiano's Little Italy \$50.00	11%		\$	Visa Five Back Gift Card \$100.00	1.25%		\$
Chipotle Mexican Grill \$25.00	10%		\$	Marshalls \$25.00	7%		\$	Walgreens \$25.00	5%		\$
Christmas Tree Shops \$25.00	7%		\$	Michaels \$25.00	4%		\$	Walmart \$25.00	2.5%		\$
Claire's \$10.00	9%		\$	Old Navy \$25.00	14%		\$	Wawa \$25.00	1%		\$
Crate and Barrel \$25.00	8%		\$	Olive Garden \$25.00	8%		\$	Wendy's \$10.00	4%		\$
CVS Pharmacy \$25.00	6%		\$	On The Border \$25.00	11%		\$	Whole Foods Market \$25.00	3%		\$
Dick's Sporting Goods \$25.00	8%		\$	Panera Bread \$25.00	8%		\$				
				Papa John's Pizza \$10.00	8%		\$				
				Payless Shoes \$20.00	13%		\$				
				Pep Boys \$20.00	4%		\$				

Make Checks Payable To: *KPA or Pay via PrestoPay*

Total Due All Columns: \$

# Koinonia Academy Scrip Program

---

Thank you, KA family, for participating in one of our ways to raise funds just by shopping.

There are 3 ways to order:

1. Fill in the **Family Order Form** found in your KPAC envelope and send it together with your check via KPAC envelope. Expect to receive the cards the following week after placing your order,

OR

2. Visit [www.shopwithscrip.com](http://www.shopwithscrip.com). Place your order. Print the order receipt and send it together with your check via KPAC envelope. Expect to receive the cards between 1-2 weeks.\*

OR

3. Enroll in **PrestoPay**. The whole setup takes about 3 days but once you're enrolled, you can buy ScripNow cards anytime with your smartphone or online!

\*For faster delivery OR to avail of ScripNow program, consider enrolling in Presto Pay. Let me know if you have any question about this and I'll walk you through the process. We also save \$8 delivery charge when you're enrolled in PrestoPay.

God bless your family. Please do not hesitate to email me with your question(s).

Veronica Klein, KA Scrip Coordinator

[kascript123@gmail.com](mailto:kascript123@gmail.com)



## Steps to enrolling in our Scrip Program Online:

1. Go to [www.ShopWithScrip.com](http://www.ShopWithScrip.com).
2. Click “Join a Program” on upper right hand corner.
3. Enter Enrollment code: **35A7CF9A2L389** . **Note:** We recommend you cut and paste this to avoid typos.

Click “Register”.

4. Enter the information requested and click “Register” on the lower right hand corner.
5. You are now enrolled in our program and ready to Sign In and Shop!

**Tip:** Use Scrip cards online or in stores to buy KA uniforms through **Land’s End** which gives us 15% rebate, or clothes at **Old Navy (14%)**, or **Restaurant.com (50%, yes 50%!)** for your date night at the many participating restaurants in your local area (e.g. Rolf’s in Warren, Mara’s Cafe in Fanwood and Costa Azul in Plainfield, etc).

**THURSDAYS ARE PIZZA DAYS!**  
**A Fundraiser for School**  
**Pizza Day will begin on Thursday Sept 20th!**

Slice of Pizza- \$1.50

Soda/Juice or water- \$1.00

Pizza day Procedure (Ordering pizza/drinks are optional)

- Each week a pizza form will be sent home in your KPAC envelope.
- Fill out the form making sure the full name and grade of each child are included.

Sample-

Pizza Order Form				
<u>Name</u>	<u>Grade</u>	<u>Slice</u>	<u>Drink</u>	<u>Total</u>
Amy Ross	1 <sup>st</sup>	1	Juice	\$2.50
Tom Ross	5 <sup>th</sup>	2	Soda	\$4.00
<b>Total:</b>				<b>\$6.50</b>

- Put the form along with the **exact amount of money** (checks are welcome, pay to Koinonia Academy) in an envelope marked Pizza on the outside. Sorry, **we are not able to give back change or give credit. ALL CHANGE WILL BE DONATED TO THE HIGH SCHOOL CHOIR.**
- Have 1 member of the family give this “pizza” envelope to their teacher on Thursday morning **SEPARATE** from KPAC envelope and from there it will be brought to the office.
- Your child will go to their lunch period where a lunch parent will hand out their pizza and drink. We will have a master list at each lunch period indicating each child’s order to avoid any confusion at the time.
- **PLEASE NOTE:** You must order pizza and drinks using the pizza form-**we order our pies by 9:30am** based on the totals of these forms and therefore we do **not** sell drinks or extra slices at lunchtime. (High School lunch is the exception **if** we have leftover pizza). **ALSO, we do not give change so please send the exact amount or write a check (pay to Koinonia Academy).** **Please do not put pizza orders in the KPAC envelope.** That is a separate process and your child will not get pizza if it comes to school that way! Any questions, contact Annie Santiago at L7santiago@yahoo.com.



**Did you know....  
KA parents have a Facebook  
page?**

**It is easy to join just  
*Type in "KA Parents" on Facebook***

- Find out what is happening at school
- Share pictures
- Ask questions
- Upcoming events
- College information/ scholarship opportunities

If you have any questions or concerns please contact the FB page administrator,

Taryn Scarfone      [tarynscarfone@gmail.com](mailto:tarynscarfone@gmail.com)



# PLEASE JOIN US FOR THE KOINONIA ACADEMY POTLUCK PICNIC!



**When: Sunday, Sept. 16th**

**Time: 4:00 - 6:00 p.m.**

**Where: Koinonia Academy**

**(Rain or Shine)**

Join us for a fun filled afternoon getting to know our school community!  
Please bring a dish and a dessert to share and any other drinks you would like.

Please bring lawn chairs and blankets for seating.

Feel free to bring balls and outside games.

The KPAC will supply water, lemonade, plates, cups, and utensils.

We look forward to seeing you all!

