



Student Kit:

August 7, 2023

Dear HSA families,

As Dean of School Operations,

At Holy Spirit Academy we have a **new Student Kit of school supplies**. This kit is distributed to each new student during the first week of school, along with instructions for the flow of class transitions during the day.

The Student Kit completely replaces the previous School Supply List that required the traditional “school shopping” trips by families in the summer leading up to the school year. After a comparison of the cost to families of the former Supply List, I’ve determined that by **consolidating bulk, wholesale purchasing** of daily supplies through the school, **families will save money and time**.

A per-student fee of \$40 has been set to cover the cost of the Student Kit, payable by check no later than August 29. The school will maintain a small inventory of supplies. Depleted or lost Student Kit items will be available at the school at the cost the school pays.

The only direct purchases families are required to make at the start of the academic year are for a suitable book bag and a graphing calculator, both of which incoming sophomores, juniors and seniors should already own. The specs for the book bag and calculator are listed in the Appendix below.

I, along with Headmaster Lang and our faculty and staff, am committed to the successful implementation of the Student Kit and the associated improvements to daily student discipline. Thank you for supporting these changes as we seek to continuously improve the experience and outcomes for our students, and to instill in them disciplines that will serve them well after their time at Holy Spirit Academy.

In Christ,

Dr. Stephen House

Dean of School Operations

(see reverse for Appendix)



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Appendix

Book Bag and Calculator Specifications

- Book bags need to fit into the current lockers, which measure 10” wide by 12” deep. Please keep in mind that generally the bag will be empty for the school day, and only used to bring books and other materials to and from home. Most book bags will fit fine.
- Approved graphing calculators are required for Algebra II, Pre-calculus, and Calculus. Approved models: TI-83, TI-84 or higher. No TI-89 or Casio calculators. Families can save money by looking for used graphing calculators on eBay or Amazon. Graphing calculators from the approved models above will serve the needs of any science class.

Materials included in the Student Kit

- An academic year planner
- Color-coded 1” three-ring binders for classes
- Pencil pouch
- Basic daily supplies: pencils, pens, ruler, etc.
- Non-spiral, white, lined, three-hole punched paper

Cost breakdown of supplies (assumes planned enrollment + 10% inventory)

Daily student class supplies	Pens, pencils, binders, 3-hole paper, etc	\$20/student
Other on-hand supplies at the school	Printer paper, tissues, utensils, etc	\$20/student
	Total estimated cost	\$40/student

Outline of daily class flow

- Students will bring only their planner, class binder, textbook and pouch to each class.
- The transfer of class-specific material is to be done during class transitions.
- Book bags are only for carrying necessary materials to and from home. Bags will be hung inside lockers during the day and will be empty or nearly so. A shelf will be provided in each locker to aid in the organization of books, binders and other materials.