



NOTRE DAME SCHOOL

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October 16, 2024

Dear Parents and Guardians,

I hope this letter finds you well. We are writing to inform you of an important update regarding the bookkeeper's hours at Notre Dame. Beginning Monday, October 21, the bookkeeper will have new office hours.

The ND school's bookkeepers new hours are as follows:

Mondays:

7:30 AM – 11:30 AM

Wednesdays:

7:30 AM – 11:30 AM

5:30 PM – 9:30 PM

If you need assistance with any financial or school-related matters during these times, please call the bookkeeper between his work hours or contact Nelo Caguitla at ncaguitla@cispg.ca.

We appreciate your understanding and cooperation as we make this transition. If you have any questions or concerns, don't hesitate to get in touch with us.

Thank you for your continued support of Notre Dame School.

Your Partner In Education,

Colleen Richard

Principal, Notre Dame School

"The Lord bless you and keep you; the Lord make his face to shine upon you and be gracious to you; the Lord lift up his countenance upon you, and give you peace."

Numbers 6:24-26