

# St. Ambrose School



Nov. 26, 2008

## Newsletter

### Thanksgiving and Advent

As we end this period of the church year, we move into anticipation of Advent and all the moments of excitement, waiting and opportunities of sharing, giving and caring of others. May our Christmas be blessed by all the good that we have chosen to do during this season of waiting.

### After Thanksgiving Reminders

On Monday, Dec. 1st, it is Market Day pick-up from 5:30—6:30 pm. This will coincide with having students at the Downtown Chamber Square at 5:15 pm. Perhaps Market Day could be picked

up at 5:00 p.m. if the orders are ready. This was the month for cookie dough, so we may not have a lot of room to store orders for customers. The children's performance is suppose to last around 12 minutes, so maybe a quick run to St. Ambrose to pick up the orders after the children sing would work for you. Thank you for your cooperation!

### One Chamber Square Downtown

Mrs. Grelle has been practicing with the students in Grades 1-7 for their performance on stage. Please try to have your child(ren) near the stage no later than 5:15.

They are scheduled to sing at 5:30 p.m. on Monday, Dec. 1st. Please remember to have students wear their Sunday dress clothes or their uniform.



### Advent is Coming

The Sunday after Thanksgiving, Nov. 30th, will be the first Sunday of Advent. St. Ambrose students will start celebrating on Wednesday, Dec. 3rd in the lobby before Mass.



### Upcoming Events:

- Dec. 1st.—Market Day Pick-up 5:30-6:30
- Dec. 1st—Students 1-7 singing at One Chamber Square at 5:30
- Dec. 3rd—School Mass at 8:45 and Reconciliation Retreat for Gr. 2 from 6:30—8:00 in Parish Center
- Dec. 4th—School Musical at 7:00 pm in school gym
- Dec. 5th—Visit from St. Nick

## St. Nick Day

On Friday, Dec. 5th, St. Nick will coming to St. Ambrose and filling the socks for Preschool—5th grade. Please have your child bring in a sock with their name on it. Please try bringing this in no later than Tuesday, Dec.

2nd, so it is not forgotten.



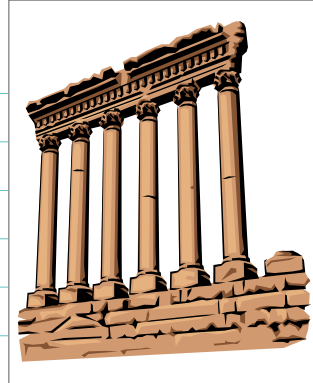
### Remember Scrip

If you need gift cards for those on your Christmas list, please remember that Scrip is ordered on Mondays and is usually in by Thursday or Friday of the same week.





## Inside Story Headline



**Caption describing picture or graphic.**

## Inside Story Headline



**“To catch the reader’s attention, place an interesting sentence or quote from the story here.”**

## Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the mes-



**Caption describing picture or graphic.**

sage you’re trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images from which you can choose and import into your newsletter.

There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.





## Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that pro-

motes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.



**Caption describing picture or graphic.**

## Inside Story Headline



This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon

new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

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## St. Ambrose School

[www.stambrosecat  
holic.com](http://www.stambrosecat<br/>holic.com)

Primary Business Address  
Your Address Line 2  
Your Address Line 3  
Your Address Line 4

Phone: 555-555-5555  
Fax: 555-555-5555  
E-mail:  
someone@example.com



Your business tag  
line here.

This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.

## Back Page Story Headline

This story can fit 175-225 words. If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your newsletter a personal touch. If your organization is small, you may want to list the names of all employees.

If you have any prices of standard products or services, you can

include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual charity auction.

If space is available, this is a good place to insert a clip art

image or some other graphic.



**Caption describing picture or graphic.**