



ALMADINA LANGUAGE CHARTER ACADEMY

Reach the Height, Read and Write

**Glenn McClure**

**Hon. BA, BEd., MEd., QMED**

Superintendent of Schools

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Office of the Superintendent

## MEMORANDUM

**DATE:** June 25, 2019

**TO:** Parents/Guardians of ALCA Students

**FROM:** Glenn McClure, Superintendent of Schools

**RE:** Non-payment of School or Transportation Fees

Dear Parents/Guardians,

As we approach the end of our 2018- 2019 academic year, we would like to remind you that all fees for the school year **MUST** be paid in full.

**Student school fees which are not paid by July 31, 2019 may result in the student being removed from the 2019/2020 school year registration.**

We thank you in advance for your assistance in this matter.