



Southwest Florida Christian Academy

New Family Getting Started Guide 2025-26



Southwest Florida Christian Academy

Getting Started Guide

APP

Use the SFCAC Family App as a convenient hub to stay up-to-date with important announcements, access grades, attendance, tuition, forms, and so much more. Download instructions can be found on our school website (sfcakings.org) under Current Families, Parent Resources.

ATHLETICS

All middle and high school students must go through Athletic Clearance to participate in sports. Please contact Ainsley Ellis at ainsley.ellis@sfcakings.org for more information.

Intramurals and athletic camps are available. Please refer to our website under Athletics, Athletic Camps/Intramurals

ATTENDANCE/ABSENCES

If your student is absent for the day, reply to the automated email that will be sent with the reason. A Pre-Excused Absence Form is to be used for a planned absence from the school and should be filled out online at least three days prior to the anticipated absence. It can be found within the SFCAC Family App under the "Web Forms" tab. For an unplanned absence, please email: sfca.office@sfcakings.org.

BACK TO SCHOOL ORIENTATION

Date: Mon., August 4, 2025 at 6:00 p.m.

Location: McGregor Worship Center (Sanctuary)

After the program, families will be directed to a different area within the school to meet the teachers.

CALENDAR AT A GLANCE

Please visit our school website (sfcakings.org) under Current Families, Parent Resources for our Calendar at a Glance.

**First day of school: Wed., August 6, 2025 @ 9:00 a.m.
(Reminder that Wednesday is a late start day.)

DONATIONS

When you give to SFCAC, you are investing in the people and the programs that make SFCAC one of the best private schools in Southwest Florida. Your contribution makes it possible for our students to grow with God, solve problems, create art, conduct experiments, build relationships, try new things, mature, and have fun!

Please visit our school website (sfcakings.org) under Current Families, Giving or access the SFCAC Family App under the "Give" tab.

DROP OFF & PICK UP

Drop off starts at 7:35 a.m. on Mon., Tues., Thurs., Fri. and 8:35 a.m. on Wed. for all students not going to King's Crew. Students arriving earlier will be directed to King's Crew to be supervised. Please do not drop off students without an adult present. Drop off and pick up information will be provided at the Back to School Orientation on Mon., August 4, 2025.

Inclement Weather Pick Up

Elementary: Normal location

Middle & High School: Library

Grace 7th period elective: Grace Building East Side

Middle & High School Students without a Grace 7th period elective may be picked up with their Elementary siblings.

PLEASE REMAIN IN YOUR VEHICLE FOR SAFETY.

FINE ARTS

Please visit our school website (sfcakings.org) under Fine Arts to access information about Band, Choir, Drama, Digital Arts, Visual Arts, and upcoming events.

HANDBOOK

Please visit our school website (sfcakings.org) under Current Families to access the school handbook for any questions:

Elementary Parent/Student Handbook

Middle & High School Parent/Student - Secondary Handbook

HOURS

Start Time All Grades

School starts @ 8:00 a.m. on Mon., Tues., Thurs., & Fri.

School starts @ 9:00 a.m. on Wednesdays due to late start chapel days.

Dismissal Time

Elementary - Grades K-5: 3:00 p.m.

Secondary - Grades 6-12: 2:50 p.m.

School Half Day Dismissal Times

Elementary - Grades K-5: 11:45 a.m.

Secondary - Grades 6-12: 11:30 a.m.

Office School Year Hours:

7:30 a.m. - 4:00 p.m. (Mon., Tues., Thurs., Fri.)

8:30 a.m. - 3:45 p.m. (Wed.)

Office Summer Hours:

8:30 a.m. - 3:30 p.m. (Mon.-Fri.)



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JEANS DAY

Fridays are SFCAC school t-shirt and jeans day.
Jeans may be worn for \$1 per week or \$36/school year.
Contact Tamar Miller, Tuition and Billing Coordinator @
tamar.miller@sfcakings.org to be billed in your
FACTS Family Portal account.

KING'S CREW

Before & After School Care

Start time all grades: 7:00 a.m.
No charge for students arriving after 7:30 a.m.
End time all grades: 6:00 p.m.
After care charges begin at 3:30pm.

King's Crew Information & Agreement Form can be found on our
school website (sfcakings.org) under Current Families, Parent
Resources.

LUNCH

Students are able to purchase a hot lunch at school by using
their pre-paid FACTS lunch account, cash, or credit card. Please
visit your FACTS Family Portal Account to pre-pay the lunch
account or visit the SFCAC Family App and click the "Financials"
tab.

To access your FACTS Family Portal Account, please go to our
school website (sfcakings.org), Current Families and click on
Family Portal.

PROX CARDS

Every new student will receive a prox card for entry into the
school. Please note that if your child has a lost or stolen card, it
must be reported immediately to the front desk at the school
office.

A replacement card will be issued and a \$15 fee will be charged
to your FACTS account.

SCHOOL SUPPLIES

To access the list of school supplies for each grade, you
may visit our school website (sfcakings.org) under Current
Families, Parent Resources or on the SFCAC Family App
under "School Supply List".

STUDENT PARKING PASS

Your student may obtain a student Parking Pass Form
from the front desk at the school office. Replacement
parking passes are \$20.

TECHNOLOGY INFORMATION

6th-11th grades receive a school issued device.

12th Grade Computer Recommendations:

- Device type: Laptop (no tablets or iPads)
- Processor: Intel Core i5, AMD Ryzen 5 or better, or
Apple M1
- Operating System: Windows 10 or 11 or Mac OS
- Memory: 8 GB minimum, recommend 16GB RAM or
higher
- Storage: 512 GB SSD or larger

TUITION

Please visit our school website (sfcakings.org) Current
Families for the FACTS Family Portal link. Once you have
logged into your FACTS Family Portal, click on
"Financials" for tuition and billing information or you
may click on "Financials" on the SFCAC Family App.

UNIFORM & SPIRIT WEAR

SFCAC Spirit Store is located in the Grace Building.

Spirit Store Hours:

8:45 a.m. - 2:45 p.m. (Mon., Tues., Thurs., Fri.)

9:15 a.m. - 2:45 p.m. (Wed.)

King's Spirit Wear will be sold at Back to School Orientation.

SFCAC uniforms can be purchased from Zavada's Renegades:

17051 Jean Street, Unit 10

Fort Myers, FL 33967

239.275.6720

Store hours can be found on their website:

www.renegadesfl.com

Used uniforms are available on a first-come, first-serve basis.



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CONTACT INFORMATION

Admissions: Donna Sage x1259
donna.sage@sfcakings.org

Athletic Clearance: Ainsley Ellis x1405
ainsley.ellis@sfcakings.org

Athletics: Ainsley Ellis x1405
ainsley.ellis@sfcakings.org

Development/Donations: Jennifer Ramirez x1195
jennifer.ramirez@sfcakings.org

Elementary Principal: Susie Kackley x1065
susie.kackley@sfcakings.org

Elementary Assistant Principal: Holly Marciano x1219
holly.marciano@sfcakings.org

Elementary School Counselor: Melissa Hendrix x1191
melissa.hendrix@sfcakings.org

High School Principal: Stephanie Laymon x1026
stephanie.laymon@sfcakings.org

High School Counselor: Arabella Rios x1268
arabella.rios@sfcakings.org

Library: Front Desk x1467
amy.wiggins@sfcakings.org

Marketing/Admissions Director: Amy Long x1472
amy.long@sfcakings.org

Middle School Principal: Andy Duncan x1418
andy.duncan@sfcakings.org

Middle School Counselor: Lezlie Nassef x1407
lezlie.nassef@sfcakings.org

School Nurse: Erin Wooley x1414
erin.wooley@sfcakings.org

Security: Scott Liebensohn x1037
scott.liebensohn@sfcakings.org

SFCA School Office: 239.936.8865
connie.willis@sfcakings.org
sfca.office@sfcakings.org

Technology: Lawrence Williams x1230
Andrea Guerra x1484
helpdesk@sfcakings.org

Tuition & Billing: Tamar Miller x1470
tamar.miller@sfcakings.org

SFCA Website: <https://www.sfcakings.org/>



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