

School of the Incarnation Newsletter



February 6, 2020

Friday, February 7th: 3rd Grade Field Trip – National Aquarium, Baltimore 8:30 AM – 2:30 PM

HSA Father/Daughter Dance 7:00 - 9:00 PM

Friday, February 14th: 12:15 Dismissal – ESP in session

Tag Day – see more information below

No School for current Pre-K and Kindergarten students – screening day for

prospective new students for 2020–2021 school year

Monday, February 17th: No School – Presidents' Day

4th Grade Field Trip – St. Mary's Spiritual Center, Baltimore 8:30 AM – 12:30 PM Wednesday, February 19th:

HSA Spirit Night at Nando's PERi-PERi Waugh Chapel 4:00 – 8:00 PM

Friday, February 21st: Taa Day - #TeamGarrett

Middle School Dance 7:00 - 9:30 PM

Saturday, February 22nd: Wine, Food & Brew 7:00 - 11:00 PM

Wednesday, February 26th: Ash Wednesday

School Mass 9:50 AM

Friday, February 28th: Spirit Wear Day

Faculty vs. Student Basketball Game 7:00 PM Application Deadline for FACTS Grant & Aid

Saturday, February 29th:

Tuesday, March 3rd: 2nd Grade Field Trip – Nat'l. Portrait Gallery 9:30 AM – 2:30 PM Friday, March 6th:

12:15 Dismissal – ESP in session End of T2

Deadline for Tuition contract, deposit and FACTS Agreement for 20-21 school year

Saturday, March 7th: HSA Irish Fest 12:00 - 4:00 PM

From the Principal's Desk

Dear Parents,

I would like to thank everyone who has completed the first step of the re-enrollment process by completing your intent form and securing your child(ren)'s seat for the 2020-21 school year. If you have not completed that process, please know that after February 15th, your child(ren)'s seat is no longer secured and may be given to another candidate. We have our screening for prospective students on Friday, February 14th and will begin making admission decisions the following week.

For our returning students who have completed their intent to re-enroll- it is important that the final three steps of the reenrollment process listed below be completed according to the dates below in order to finalize the commitment and completely secure their child (ren)'s seats for the 2020-2021 school year. The three steps are:

- 1. Signing the tuition contract
- 2. Paying the tuition deposit
- 3. Initiating a FACTS agreement

Families who do not complete all three steps according to the timeline below will forfeit their seats if another candidate becomes eligible.

Timeline for returning students for the 2020-2021 school year:

- By March 6, 2020 log in to SchoolAdmin and complete the following (all three must be complete):
 - Sign the tuition contract
 - Pay the \$300 non-refundable deposit
 - Initiate a FACTS agreement
- June 5 or 20, 2020 First tuition payment or payment in full due. Payment plan will begin in June 2020 and go through March 2021. Please note the conditions listed in the tuition contract regarding payment obligations and amount refundable in the case of withdrawal.

In Christ. Ms. Baker

Wine Food and Brew News...BACK BY POPULAR DEMAND!!

We are hosting our <u>ONE WEEK</u> Out of Uniform fundraiser! Parents in attendance at Wine, Food, & Brew may buy out of uniform passes for **their** child(ren) at the special discounted event only price. Students may be out of uniform the week of March 2nd.

Here's how the out of uniform pass pricing works (EVENT PRICE ONLY):

- If you have two children, the cost is \$20 each (total \$40). If you have more than two children, each additional child will only cost \$10. (Example: 4 children=\$60, 5 children=\$70, etc.)
- Staff members may purchase an out of uniform for the week too! The price structure will work the same. Staff member will be \$20, first child would also be \$20, and additional children would be \$10 each.

AFTER EVENT PRICE - Available until 2/25/20

- If you have two children, the cost is \$25 each (total \$50). If you have more than two children, each additional child will only cost \$15. (Example: 4 children=\$80, 5 children=\$95, etc.)
- Staff members may purchase an out of uniform for the week too! The price structure will work the same. Staff member will be \$25, first child would also be \$25, and additional children would be \$15 each.

Have you purchased your tickets for Wine, Food & Brew???

Let's be honest...we all need a night out. A small break away from reality. Add in some amazing food, a cold beverage, comfortable jeans, great music, and a wonderful community, and you have the perfect retreat! Did we mention comfortable jeans?! Fun, fabulous friends?! We have made this dream a reality and it helps your child's school! Join other families, just like you, for the Wine, Food, and Brew on Saturday February 22nd from 7:00 -10:00 PM. Click on the link to buy your tickets today!

https://forms.diamondmindinc.com/schooloftheincarnation/winefoodandbrew2020

Tag Day - Friday, February 14th

Friday, February 14th is a 12:15 dismissal day and Tag Day. The theme is Valentine's Day – students are asked to wear red, white and/or pink and may accessorize with Valentine ribbons, buttons, socks, pins, necklaces, bracelets, etc. Students who have PE on Fridays must wear sneakers. The cost to dress out-of-uniform is \$1 – dollar bills only please – no coins. The money collected will be donated to Children's Hospital Foundation – Heart Institute. Please see page 47 in Parent-Student Handbook for out of uniform guidelines.

Middle School Lacrosse Tryouts

The link to register your child for middle school lacrosse tryouts can be found below. All information regarding the tryout and athletic requirements can be found on that page. If you have any questions, please contact our Athletic Director, Mr. Keith Smith (kbsmith@schooloftheincarnation.org).

COACHES NEEDED:

We are in need of coaches for the Boys' A, Boys' B, and Girls' B Lacrosse teams. The team has games during the months of March, April and May. Games are played on weekdays, at either our school or other schools located in the neighboring area. The current game schedule can be found on the <u>school's website</u>. Practice dates and times are at the discretion of the coach. Prior coaching experience is not required; just knowledge and interest in the sport, as well as the desire to help student-athletes develop their talents. If you are interested in coaching, please contact our Athletic Director, Mr. Keith Smith (<u>kbsmith@schooloftheincarnation.org</u>), as soon as possible for further details.

LACROSSE REGISTRATION LINK: https://forms.gle/9arxcZRc9joX6oYu6

Beyond Program Club Registration Links and updates

Registration links: Note details on session dates, limits to the number of participants, as well as the refund policy.

- Guys on the Go (3rd-5th): https://forms.diamondmindinc.com/schooloftheincarnation/guysonthego2
- Environmental Club: Caring for Creation (additional participants needed in order to begin): https://forms.diamondmindinc.com/schooloftheincarnation/environmentalclub20

Hiahliahts

Art Club for 3rd-5th graders began this week and participants began their long term project that will be added upon throughout their sessions.

The third Robotics Team competed in a "Qualifier" event at DeMatha High school this past week. The other two teams had previously competed back in January. All three teams showed excellent teamwork, creativity, perseverance, and integrity while representing our school. They plan to continue meeting in order to expand upon their experiences and will be part of a scrimmage event at our school on March 14th.

The 6 Lego League Junior Teams have four more sessions to prepare before they present their final projects and display boards on March 14th (as a "show and tell" type of event) and March 21st (at an official "Expo" event).

In the works:

• Co-ed club sports: Tennis and Golf (grades 4th-8th)...certified drivers still needed. End of March is the estimated time frame to begin these programs.

If you have any questions or are available to volunteer for any of the programs, please contact Miss Amy Santini: asantini@schooloftheincarnation.org

Have you purchased a Yearbook?

The cost of a yearbook is now \$40. Yearbook recognition ads are a nice way to celebrate your child's time at School of the Incarnation. Please visit the yearbook page on our website to order your yearbook and recognition ad (no checks accepted – orders must be place online):

https://www.schooloftheincarnation.org/resources/yearbooks

FACTS Grant and Aid Information for 2020-2021

FACTS Grant and Aid Applications are now open for the 2020-2021 school year. The deadline to apply for Grant and Aid will be February 29, 2020. There will not be any exceptions to this deadline. FACTS is the validation software used by the Archdiocese of Baltimore, the school and the parishes to verify the applications. FACTS does not provide any aid that is awarded by the AOB, the school and parishes. An information flyer is attached to this week's newsletter. The application can be found through this link:

ttps://online.factsmgt.com/signin/3C65P

If you have any questions or concerns please feel free to reach out to Caroline Agresti, Business Manager, at <u>cagresti@schooloftheincarnation.org</u>.

Message from the cafeteria

Parents, please check your child's lunch balance at www.mymealmoney.com Many students have a negative lunch account balance – remember our lunch system is a debit system, not credit. Please send in checks made payable to "Tommy's" in an envelope with your child's name and homeroom or lunch account number. Questions can be emailed to lunch@schooloftheincarnation.org



Home and School Association (HSA) News

Thank You!

HSA sends a HUGE THANK YOU to all our families, students, teachers and administration for attending our Skate Night last Friday. All had a great time and the evening was a huge success!

Thank you also to Meghan Brown and all of our parent volunteers who contributed to our Teacher Appreciation Luncheon on January 31st. It was a beautiful, sunshine-filled meal for all of our faculty and staff to enjoy together.

Congratulations!

Tara Bouchard is our December VIP red ticket winner! We will pull the January Parent VIP on Friday, February 7th, so please make sure you are logging your volunteer hours.

HSA Spirit Night

Join us for the next HSA Spirit Night on Wednesday, February 19th from 4:00 – 8:00 PM at Nando's Peri Peri Chicken in Waugh Chapel! Something fun and new - new day - new restaurant - come out and mingle with our Incarnation community. Can't wait to see you there!

SOTI's Epic Night: A Totally 80's Gala is LIVE!!

Tickets are on sale now for the HSA's annual Spring Gala on Friday, April 24th. Don't miss this adult evening of auctions, dinner and dancing to a live 80's band. Ticket price includes all food and beverages (including open bar). Tickets can be purchased at:

https://forms.diamondmindinc.com/schooloftheincarnation/springgala2020?token=1367506974

Any questions, please contact Mike Bodendorf at mbodendorf@hotmail.com

Cash Bash Gala Raffle Tickets on sale NOW!

Not sure if you can make the Gala? You can still support our biggest fundraiser of the year by purchasing Cash Bash raffle tickets. Winners will be drawn on April 24th at the Gala. There are nine chances to win and you do not need to be present to win. Winners who do not attend will be notified by the school office. Tickets are \$40 each or 3 for \$100 and can be purchased on the HSA webpage or at <u>Gala Cash Bash 2020</u>. Please help support our school!!

HSA Elections - NOW ACCEPTING NOMINATIONS!

Do you know someone who would be a great addition to the SOTI Home and School Association Executive Board? Do you know someone who is looking for a great, impactful way to be involved in our school community? If so, please consider submitting a nomination for one of the open positions! Self-nominations are welcome!

In accordance with the by-laws, the HSA will hold elections for the following positions for the 2020-2022 term: Secretary and Parent Representative to the School Board. The term of office for these positions will begin on August 1, 2020 and shall run until July 31, 2022. In addition, we will hold an election for the position of Vice President.

Details about the positions can be found on the HSA website. Each open position plays a critical role in our school community!

The tentative timeline for the 2020 elections is as follows:

Nominations Open	1/21/2020
Nominations due	2/18/2020
Nominees' biographies due	2/25/2020
Bios posted	2/28/2020
Primary Ballots (if necessary) distributed	3/15/2020
Primary Ballots due	3/22/2020
Final Candidates Posted	3/25/2020
Election Ballots cast at last HSA Meeting/Informative Soc	ial
with election results announced.	4/28/2020

Nominating someone is easy! Simply send an email to one of the members to the elections committee! Serving on the HSA is a great opportunity to serve the school community! Please contact Mary Sowers marysowers@comcast.net or Kerry Beavers at terpkerry@gmail.com with any questions!

You're invited to School of the Incarnation's 2nd Annual



Your ticket includes Food & Drink and raffle for door Prizes and Drawings Every Hour This is an over 21 event.

FEBRUARY 22, 2020

7-10 o'clock in the evening

MARIAN HALL

2601 Symphony Lane Gambrills, MD

TICKETS

\$30 per person (ends 2/21) \$40 at the door

Purchase tickets online at https://forms.diamondmindinc.com/schoolof theincarnation/winefoodandbrew2020



WINE FOOD & BREW 2020 SPONSORSHIP

Contact Information:	
Name	
Email	
Phone	
Business Information:	
Name	
Address	
Phone #	

Please select a sponsorship Level:

- *Maroon Sponsor \$1,500-sponsorship to include sign recognition during the event and up to 4 tickets to the event
- *Gold Sponsor \$750-sponsorship to include sign recognition during the event and 2 tickets to the event
- *Knight Sponsor 500 sponsorship to include sign recognition during the event
- *Friends of SOTI Sponsor \$100 entry level event sponsorship for friends of SOTI

SILENT AND LIVE AUCTIONS

LIVE BAND:

THE REAGAN YEARS

TICKETS

\$95/PERSON

ON OR BEFORE JAN. 31

\$100/PERSON

AFTER JAN. 31

SOTI'S EPIC NIGHT

A Totally 80's Gala

FRIDAY, APRIL 24, 2020 7-11 P.M. THE GRADUATE HOTEL ANNAPOLIS, MD OPEN BAR

PLATED DINNER











FREQUENTLY ASKED QUESTIONS (FAQS)

I can't attend but I would like to support the Gala. Is there a way to do this?

Yes, there are several ways to support the Gala without attending. You can be an event sponsor, purchase Cash Bash raffle tickets (winners need not be present to win), provide a donation to our silent or live auction, or donate tickets for use by a teacher or staff member.

Can I invite friends and family?

Yes! We welcome friends, family and alumni (over 21 years of age) to join us for a great evening and cause.

What is the dress attire?

Although the theme for this year's Gala is 80's, we would prefer you dress for a night on the town. Ladies typically wear fun party dresses/outfits and men are in a jacket, slacks and button-down or suit and tie.

What does the \$100 ticket cost include?

The \$100 covers your admission, a seated 3-course dinner, unlimited bar for 4 hours, and dancing provided by a live band after dinner.

Is there parking at The Graduate?

Yes, there is valet parking (\$12) and self-parking (\$8) available at the Hotel. There is also a municipal garage nearby and limited street parking.

Can I be seated at dinner with friends?

Yes, if you would like to be seated with friends or family, please coordinate for one person to purchase all the seats and provide a list of names of those at your table. We will try to accommodate all requests. Obviously, if you fill a table of 10, we will be able to keep your group together.

Who is the live band? When will they start?

The Reagan Years will be playing at this years' Gala. We anticipate they will start playing approximately at 9:00 pm.

How do I bid on items?

School of the Incarnation uses online auction website called Auctria to manage our silent and live auction items for bid. The site will be made live approximately one week before the Gala. You may set up an account for online bidding. Online bidding will close the afternoon of the Gala to allow those guests of our Gala to continue bidding through the evening.

How do I pay for items that I won?

All bidders, including payment information, are entered into Auctria (secure online auction website). If you are the winning bidder (online or at the event), you will be notified of items won and your credit card on file will automatically be billed.

What if I am not ready to go home at 11p.m.?

The Graduate Hotel has a bar/restaurant on the premise. There are also several bars and restaurants within walking distance on West Street.

Can I stay overnight?

Yes, the Gala Committee has arranged for a block of 10 rooms at a discounted rate for those who would like to make an evening of the event. The rate is \$219 per night plus tax. Please call 410-263-7777 and let the reservation specialist know you are with the School of the Incarnation Gala. This rate is good through March 25, 2020.

ADDITIONAL QUESTIONS?



Contact

Mike Bodendorf at mbodendorf@hotmail.com or Deb Asher at dabrady99@yahoo.com







2020 GALA SPONSORSHIP/ ADVERTISEMENT FORM

SPONSOR/ADVERTISER INFORMATION

SPONSOR/ADVERTISER CONTACT NAME		SPONSOR/COMPANY NAME
ADDRESS, CITY, STATE, ZIP CODE		
PHONE	FAX	EMAIL
AUTHORIZED SIGNATURE		DONATION DATE
SPONSC	or and adve	ERTISING OPPORTUNITIES
it with full payment. Please submit	t all artwork electronically as	onding rates are described below. Please complete the form and return a high resolution JPEG, TIFF, or PDF or vector art EPS file. Please ationgala@gmail.com . Sponsorships and advertisements are due by
☐ Platinum Sponsor — \$5,000		☐ Friend of School of the Incarnation Donation
☐ Gold Sponsor — \$3,500		□ \$500
☐ Silver Sponsor — \$2,500		□ \$250
☐ Bronze Sponsor — \$1,500		□ \$100
☐ Maroon Sponsor — \$1,000		☐ Other:

PAYMENT

Please make checks payable to SOTI. You may pay by credit card online at www.schooloftheincarnation.org/resources/home-school-association. Under Upcoming Events, click on "Purchase Sponsorships and Advertisements."

TAX INFORMATION

Your donation may be tax deductible to the extent allowed by law. Contact your tax advisor. Please keep a copy of this form for your tax records. **Federal Tax ID** #: 52-2324195

RETURN FORM TO



School of the Incarnation Attn: Gala Committee 2601 Symphony Lane Gambrills, MD 21054



Thank you for your generous donation!





PLATINUM SPONSOR

\$5,000 — One (1) Opportunity

- A complimentary table for 10 guests at the 2020 Gala.
- Company name and logo on a recognition banner at the Welcome Reception (Atrium) and one banner strategically located in the Ballroom.
- Company logo and branding on cocktail napkins and hors d'oeuvre displays.
- Company logo and branding on table tents.
- Marketing and branding opportunities at all HSA-sponsored events in the 2020–2021 school year (exclusive of the 2021 Gala).
- Recognition within communications promoting the event mail, web presence, online auction site.

GOLD SPONSOR

\$3,500 — Two (2) Opportunities

- Six (6) tickets for the 2020 Gala.
- Company name and logo on a Hanging Banner strategically located in the Ballroom.
- Company logo and branding on hors d'oeuvre displays.
- · Company logo and branding on table tents.
- Recognition within communications promoting the event mail, web presence, social media.
- Logo placement on Gala online silent auction website.

SILVER SPONSOR

\$2,500 - Two (2) Opportunities

- Four (4) tickets for the 2020 Gala.
- Company name and logo on a Hanging Banner strategically located in the Atrium.
- Company logo and branding on table tents.
- Recognition within communications promoting the event mail, web presence, social media.
- Logo placement on Gala online silent auction website.

BRONZE SPONSOR

\$1,500 — Three (3) Opportunities

- Two (2) tickets for the 2020 Gala.
- Company logo and branding on table tents.
- Recognition within communications promoting the event mail, web presence, social media.
- Logo placement on Gala online silent auction website.

MAROON SPONSOR

\$1,000 — Unlimited

- Prominent signage throughout the silent auction tables (Atrium).
- Recognition within communications promoting the event mail, web presence, social media.
- Logo placement on Gala online silent auction website.



For one night only, we're donating 40% of our fundraising proceeds to Spirit Night - SOTI HSA That means every plate of flame-grilled PERi-PERi chicken that you order gives back to the community.

It's a surefire way to offer support.

Location Nando's PERi-PERi Waugh Chapel

Address 1403 S Main Chapel Way, Gambrills, MD, 21054

Date Wednesday, 19th February 2020

Time 4:00pm-8:00pm

RSVP No RSVP necessary

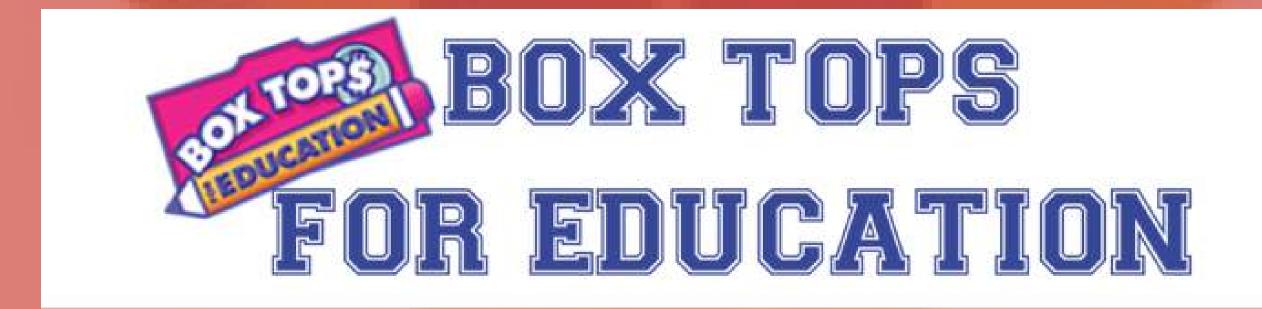


SOTI'S FINAL BOX TOPS CONTEST

Turn in ALL of your remaining Box Top clippings by FEBRUARY 28th for a chance to win a Donut



A WINNER for EVERY Grade!





New Family Referral Program

Our current Incarnation families are by far the best ambassadors for spreading the word about our school! Our New Family Referral Program rewards current families with a one-time \$250 tuition credit for referring a new family who applies and enrolls. Here's how it works:

- If you know of a family that you believe may be interested in School of the Incarnation, complete the "New Family Referral Form" below and submit to the school office.
- Reach out to the family and share your experiences at School of the Incarnation. Share with them the reasons you have chosen Catholic education and why you think they should do the same. Let them know that you have or will refer their information to the school and that an admissions representative will call or email them to provide more information.
- For each new family that applies and enrolls at least one full-time student, a \$250 tuition credit will be awarded to the current referring family after the new student has been in attendance for 30 days.
- Siblings of current students and previously enrolled students do not qualify as new families. Staff members are not eligible for the referral credit.
- Note that this form must be on file in the front office before the new family has contacted the school on their own for information or to visit so it is best to submit the form as soon as possible after speaking with the new family. In other words, the referral form is not retroactive and you are not eligible for the referral if the family contacts school before the referral.
- This referral program is open to all families with students currently enrolled in PreK4-Grade 8.
- Referral fees are limited to one per family per academic year.

Current Family	New Family
Parent name(s)	Parent name(s)
Student name(s) /Grade(s)	Student name(s)/Grade(s)
Address	Address
City, State, MD	City, State, Zip
Phone	Phone
Email	Email
How do you know this family? □Work □	Friend □Relative □Neighbor
□Church □	Community Other
Incarnation with them. I understand that an Admi	, <u>.</u>
Oignature	
-Office use only- Form submission date	Contact date
Enrollment date\$2	250 tuition credit date





FACTS makes quality education affordable for families by assisting schools in awarding financial aid. We work with schools to create a custom application and collect financial data so schools can make accurate award decisions based on financial need.

To apply for financial aid, visit https://online.factsmgt.com/signin/3C65P.

After completing the online application, you will need to upload all required supporting documentation.

The following supporting documents are required to complete the application process:

- IRS Federal Income Tax Return, including all supporting schedules (the year of the tax return depends on the tax requirements of your school). If applicant and co-applicant file separately, we require both tax returns for the same tax year.
- Copies of <u>all</u> the current year W-2 Wage and Tax Statements for both the applicant and co-applicant.
 NOTE: If you are applying before you have received all the current year W-2 Wage and Tax Statements, please submit them as soon as they become available.
- · Copies of all supporting tax documents if you have business income/loss from any of the following:

Business - send Schedule C or C-EZ and Form 4562 Depreciation and Amortization

Farm - send Schedule F and Form 4562 Depreciation and Amortization

Rental Property - send Schedule E (page 1)

S-Corporation - send Schedule E (page 2), Form 1120S (5 pages), Schedule K-1 and Form 8825

Partnership - send Schedule E (page 2), Form 1065 (5 pages), Schedule K-1 and Form 8825

Estates and Trusts - send Schedule E (page 2), Form 1041 and Schedule K-1

IMPORTANT: If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.

 Copies of all supporting documentation for household Non-Taxable Income such as:Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TemporaryAssistance for Needy Families (TANF). If you do not file a tax return, you are required to provide documentation of all income received.

All documentation received is imaged upon receipt and then destroyed.

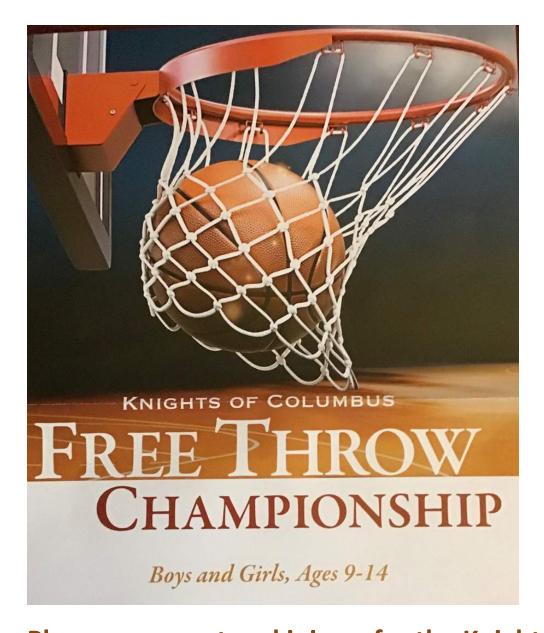
You may log in to your FACTS user account to review the status of your application. Please allow 2 weeks processing time before inquiring further about receipt and/or status of the uploaded documents. Application deadlines are set by the institution awarding the aid. If you are applying after the deadline, contact your school to ensure that your application will be accepted.

A non-refundable application fee may be required before your application will be submitted.

NOTE: Award decisions are made by the institution providing the financial aid, not FACTS.







Contact:
George Riddle

Email:
Rid1965@yahoo.com

Phone: 410-972-5285

Contact:
Romeo Paternoster

Email:

Romeopaternoster
@yahoo.com

Phone:301-509-0236

Please come out and join us for the Knights of Columbus District Basketball Free Throw Contest. If you are between the ages of 9-14, pleas come out and join us.

Location: The City of Bowie Gymnasium

4100 Norview Dr. Bowie, MD 20716

Date: February 16, 2020 Time: 8-10am

Sponsor: Knights of Columbus District 1