

# School of the Incarnation Newsletter

## Thursday, April 17, 2025

April 18 - 25:	School Closed - Easter Break
Tuesday, April 29th:	Pre-HSPT for 7th Grade students
Thursday, May 1st:	TAG Day - see below for details
Friday, May 2nd:	Spirit Wear Day
	8th Gr. Field Trip - St. John Neumann Catholic Church - St. Mary's vs. SOTI lacrosse games 9:15 AM - 2:30 PM
	Arts and Culture Festival 4:00 - 6:00 PM
Tuesday, May 6th:	Spring Band Concert 6:30 PM
Thursday, May 8th:	School Mass 10:00 AM
Friday, May 9th:	Spirit Wear Day
	Kindergarten Mother's Tea 9:00 - 10:00 AM
	5th Gr. Field Trip - BizTown 8:30 AM - 2:00 PM
	6th Gr. Field Trip - Medieval Times 10:00 AM - 1:30 PM
	The Gala at The Westin in Annapolis 7:00 - 11:00 PM
Monday, May 12th:	2nd Gr. Field Trip (½ grade) - Jug Bay 8:15 AM - 2:30 PM
	4th Gr. Field Trip (½ grade) - SERC 8:15 AM - 2:30 PM
Tuesday, May 13th:	2nd Gr. Field Trip (½ grade) - Jug Bay 8:15 AM - 2:30 PM
	4th Gr. Field Trip (½ grade) - SERC 8:15 AM - 2:30 PM
Wednesday, May 14th:	House Meeting Day - students may wear their house color
	3rd Gr. Field Trip - Baltimore Museum of Industry 9:00 AM - 2:30 PM
Thursday, May 15th:	1st Gr. Field Trip - Washington, DC Mall 8:15 AM - 2:30 PM
Friday, May 16th:	Spirit Wear Day
	Theater Club Spring Musical - <i>Beauty &amp; the Beast</i> 7:00 PM
Saturday, May 17th:	Theater Club Spring Musical - <i>Beauty &amp; the Beast</i> 7:00 PM
Tuesday, May 20th:	Tag Day - White Out
Wednesday, May 21st:	NJHS Induction Ceremony 7:00 PM
Thursday, May 22nd:	School Mass for students in Grades PreK - 2 10:00 AM
Friday, May 23rd:	½ Day (Noon) Dismissal - ESP is session
	8th Gr. Hosted Color Run - more details to follow!



### **MAY 2 from 4 to 6 PM -----ARTS AND CULTURE FESTIVAL**

Wondering what Arts and Culture Festival is all about? It is about learning and celebrating various cultures from our community! We will have demonstrations from the 40+ Double Dutch Group and Synergy Dojang. We also have cultural crafts for children to make, and every SOTI student will have a culturally based art project displayed!! We will also have several cultures authentically represented from our community. If your family has first hand knowledge of culture from another country, please consider sharing some aspect of that culture. Culture can include anything from food and clothes, to different celebrations, dance, or music. Fill out [this form](#) if you are interested in helping! Need more information? Reach out to Sarah Spaulding [sspaulding@schooloftheincarnation.org](mailto:sspaulding@schooloftheincarnation.org)

### **Soccer Clinic Opportunity**

SOTI soccer clinics are back for 2nd through 5th grade! During these clinics, students will participate in activities designed to help develop skills and knowledge of soccer. Students may also have an opportunity to apply what they have been practicing while playing in games. If your child is interested, you can register them using [this link](#).



### **TAG Day – May 1st: "Birds of a Feather"**

On Thursday, May 1st, students may dress out of uniform for \$1 to support a special TAG Day hosted by our Knott Scholars! Proceeds will go toward building and repairing birdhouses on campus, with any remaining funds donated to a local animal sanctuary. Students are required to wear the Knott Scholar colors of red and/or white. Please refer to the Parent Student Handbook for TAG day out-of-uniform guidelines.

VIRTUS-certified adults with woodworking skills: If you're willing to volunteer your time to help guide our Knott Scholars in building birdhouses, please contact Kristin Jacobs at [kjacobs@schooloftheincarnation.org](mailto:kjacobs@schooloftheincarnation.org)

### **The Color Run is Back!**

Yes, it's true — this SOTI favorite is back, thanks to our amazing 8th Graders!

On their last official day as School of the Incarnation students — May 23rd — the 8th grade will be hosting a Color Run for the entire school!

The event is being sponsored by the 8th grade class to benefit Operation Home Stretch and help them leave their 'mark' on SOTI.

More details coming soon — including info on a Tag Day, House points, and of course... tons of fun!

Purchase your official Color Run 2025 t-shirt [here!](#) All orders must be placed by May 2nd, for delivery to school on May 16th. T-shirt purchase is not required to participate in the Color Run.

### **Homeroom Placement Requests 25-26**

When making homeroom placements, the school considers many different factors including a student's academic, behavioral, and social/emotional strengths and/or areas needing support, pedagogical styles of teachers, and overall balance of the classroom. We also acknowledge that parents know their children best and also provide valuable input into the process. Therefore, for the past several years we have made the [Homeroom Placement Request](#) form available to parents to give input or make recommendations for homeroom placement for the upcoming school year. Please note that we have made a slight change to rising students in 6-8th grade which is detailed on the form itself.

There is not an expectation that everyone completes this form; parents are not required to complete this form for their children. **In fact, the school prefers that parents do NOT make requests unless there is something VERY SPECIFIC that the parent believes the school needs to know.** However, it is available if a parent wishes to make a request or share insight. **Please note that completing the form does not guarantee a particular placement.** Final placements are the decision of the school being determined after consideration of all of the factors listed above.

Finally, if parents have previously made a request to a teacher, administrator or member of the Student Support Team, they must officially document this request using this form. **Only requests submitted via this form will be taken into consideration during the placement process, and all requests must be submitted by Thursday, April 17 @ 3:00 PM. This form is for current SOTI families only, not for incoming families new to SOTI next year.**

### **JP II Scholarship**

Completed application packets are **due by Friday, May 2nd**. No late applications will be accepted.

Application link: [JP II Scholarship Application](#)

## **The Gala 2025 - Friday, May 9th**

Ticket sales for the highly anticipated 2025 Gala close tomorrow, Friday, April 18th! Don't miss out on this incredible event. Secure your tickets [here](#) and join us at The Westin Annapolis for an evening of fun, entertainment, and community support.



Sponsorships are still available!

Is your business looking for a unique opportunity to gain exposure while supporting a great cause? Sponsoring The Gala is the perfect way to showcase your product or service to over 500 families in our community! It's a win-win: support our school while promoting your brand.

We're Also Seeking Donations for Our Auctions!

Another way to promote your business is by donating to our live and silent auctions. Your generous contributions will help support our school while offering great visibility for your brand. Together we can make this year's Gala the best one yet!

For more information on sponsorship levels and donations, please see the attached details, visit our website and select "[Gala](#)," or email Meghan Brown at [mbrown@schooloftheincarnation.org](mailto:mbrown@schooloftheincarnation.org).

## **From the Cafeteria**

Tommy's Food Service seeks a part-time dedicated and dependable Cafeteria Worker to join our food service team! This is a great opportunity to positively impact students' daily lives by helping provide nutritious, delicious meals in a friendly, clean environment. Please see attached flyer for more information.

## **2025 Yearbook**

Each family will receive one complimentary copy of the yearbook. If you would like to pre-order an additional copy/copies of the yearbook, please click on the link below and follow the instructions on the screen to check out. Yearbook ads are also available to purchase (limited space available)

Link to purchase extra yearbook and/or a yearbook ad:

<https://www.yearbooksspm.com/schoolinc/home3/Bookstore.jsp>

## **Attention 7th Grade Parents - Pre-HSPT**

All Archdiocesan 7th graders will take the pre-HSPT on Tuesday, April 29th, and results will be sent home with T3 Progress Reports. The pre-HSPT mirrors the HSPT identically, so it will be excellent test prep for when our students take the HSPT as 8th graders this December.

There is no cost to our families for taking the Pre-HSPT, as our school pays for testing materials and administration. All 7th graders will take the Pre-HSPT, regardless of where your child plans to attend high school. Our school will use Pre-HSPT results to conduct an over-arching review of our students' strengths and weaknesses, allowing us to help our students achieve even greater success on the HSPT and in school.

## **2024-2025 School Year**

Easter Break: April 18 - 25, 2025

Last day of classes for 8th grade students: Friday, May 23, 2025

Last day of classes for Pre-K students: Friday, May 30, 2025

8th Grade Graduation: Saturday, May 31, 2025

Last day of classes for students (Grade K-7): Thursday, June 5, 2025

\*link to school calendar: <https://www.schooloftheincarnation.org/events/calendar>

### **2025-2026 School Year**

First day of school: August 25, 2025

Faculty Retreat: September 22, 2025 - No school for students

Professional Day: Friday, October 3, 2025 - No school for students

Christmas break: December 22, 2025 - January 2, 2026

Easter break: April 3 - 10, 2026

8th Grade graduation: June 6, 2026

Last day of school: June 10, 2026



### **The Spirit Wear store is always open!!**

The new Spirit Wear store will stay open year round. Items may change based on the season or special events. These items will be shipped directly to your home.

<https://chesapeakedistribution.com/collections/school-of-the-incarnation>

### **Volunteer Certification**

If you are new to School of the Incarnation and would like to volunteer or chaperone for an upcoming event or field trip, you must complete Virtus training. Please follow the steps outlined on our website. The link can be found here: <https://www.schooloftheincarnation.org/resources/parent-volunteering>

If you need assistance or have questions, please contact Lisa Hanson, Volunteer Screening Coordinator, at [lhanson@schooloftheincarnation.org](mailto:lhanson@schooloftheincarnation.org)

Returning parents who have already completed Virtus training can contact Lisa Hanson to check your Virtus status.

### **ESP Teachers/Aids**

Do you know a college student or older high school student who loves to work with children and is looking for some part-time work? Our ESP program is hiring staff for the afternoons (3:15-5:30 PM). In order to be considered for ESP Teacher positions, the candidate must be 18 years old. Teens 16-18 are eligible to be considered for assistant positions. Please contact Lisa Bucci, [lbucci@schooloftheincarnation.org](mailto:lbucci@schooloftheincarnation.org) for more information.



### **BEYOND PROGRAM INFORMATION**

#### **CLUB UPDATES**

Junior Joggers Running Club continues having fun practicing healthy living habits, playing running games, participating in relay races, and running laps each week with the goal of being able to complete a one mile Fun Run!

The Creation and Imagination Club members have been enjoying a variety of Spring themed projects, games, and activities that use their creativity.

Arts and Crafts Club members painted crosses during Holy Week using watercolors, markers to create Easter egg "zentangles," and used chalk to make bunny silhouettes.

The Environmental Experts Club continued to learn about the importance of reducing, reusing, and recycling. Group members then made posters to hang up in the hallways to remind others about the importance of these 3 R's to help take care of God's creation.

The Coding and Technology Club members have had fun learning how to code using the "Scratch" and "IRobot" websites. Simple video games, dance moves, and storytelling were just some of the topics explored.

#### GENERAL INFORMATION REMINDERS

- Middle School Students who are in need of service hours can email Miss Santini to find out more about which clubs and what days are available for this opportunity.
- At the end of each club meeting, students are brought to the front doors to meet parents for pick up. Thank you for being on time, parking in the lot, and walking to the sidewalk to let the volunteers and/or Miss Santini know that you're taking your child. ESP students are taken back to their ESP class for pick up if parents haven't arrived.
- Snacks are optional and are meant to be a quick, healthy food item (fresh or dried fruit or vegetable, applesauce pouch, tree nuts, and a small protein bar are great options). Please...NO candy, chips, cookies, etc. Labeling the food item with "club snack" is helpful to avoid it being eaten at lunch.

If you have any questions or ideas for a club, please contact our school's Auxiliary Services Coordinator, Amy Santini at [asantini@schooloftheincarnation.org](mailto:asantini@schooloftheincarnation.org)



The God Spot

#### **Adoration Volunteers are needed for Friday, May 2**

On Friday, May 2nd we will have Adoration in our school chapel. We are looking for volunteer adorers to provide coverage for 30-60 minute blocks between the hours of 8:30-2:30. This will allow the teachers to bring their classes in for adoration according to their schedule throughout the day.

To volunteer, please click on this link: [May Adoration Volunteer Sign-up](#)

For general information on Adoration, you may want to visit the following website for Catholic articles and resources: <https://catholic-link.org/how-to-go-to-adoration-eucharist/>

#### **Weekly Rosary**

Parents, faculty, and staff are invited to participate in saying the rosary on Wednesday mornings at 7:15 a.m. in the chapel (enter through front doors – chapel through door to immediate right). We hope that you can join us for all or part of the rosary! Questions - please contact Ms. Hinton at [chinton@schooloftheincarnation.org](mailto:chinton@schooloftheincarnation.org)

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# Parent Advisory Council News

## **Parent Advisory Council**

Do you have questions or ideas? Please email the PAC at [pac@schooloftheincarnation.org](mailto:pac@schooloftheincarnation.org)

## **PAC Facebook Page**

Did you know the PAC has an [official Facebook page](#)? Join today to stay up to date on important PAC news and events!

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## Community News

### **Basketball Camp**

The Navy Men's Basketball Team is hosting a FREE youth camp on Thursday, April 24th from 6-730pm in the Halsey Field House Multipurpose Gym. The camp will be taught by Navy Basketball players & coaches! The basketball session will focus on fundamental skill development in a fun, enthusiastic environment. Participants will learn and practice new skills, meet our team, have the opportunity to win prizes, engage in a Q&A with our Midshipmen and more!

Event: Navy Youth Basketball Camp

Date/Time: April 24, 2025 from 6-730pm

Location: Halsey Field House Multipurpose Gym

Open to: Boys & Girls age 5-13 of all skill levels

Apparel Needed to Participate: Basketball shoes, gym shorts, athletic socks and t-shirt

RSVP is required to participate. The RSVP link can be found [here](#).

### **API "School's Out For Summer" SOTI Field Day on June 6th!**

The last day of school is coming fast! Are you looking for something fun for your child to do on the first official day of summer vacation? Our friends at API will be hosting a Field Day for SOTI students on Friday, June 6th, from 9:00-12:30 at their spacious, climate-controlled location in Gambriels. Featuring games, relays, obstacle courses, and a pizza lunch, it will be a great way to kick off summer with your friends! The cost is \$30 per student and you can register using the link found [here](#).



**May 2025 Lunch Menu**  
**TOMMY'S FOOD SERVICE @ School of the Incarnation**  
**"Great Food for Great Kids"**

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Pancakes, French Toasts, or Waffles, Sausages, Tater Tots, Cinnamon Apples	2 Pizza Day  8 <sup>th</sup> field trip
5 Hamburgers/ Cheeseburgers French Fries, Carrots Sticks	6 Rotini in Marinara Sauce, or Buttered Noodles, Meatballs and Tossed Salad	7 Walking Taco, Spanish Rice, and Corn	8 Pancakes, French Toasts, or Waffles, Sausages, Tater Tots, Cinnamon Apples  School Mass	9 Pizza Day  5 <sup>th</sup> - 6 <sup>th</sup> field trip
12 Chicken Tenders Waffle Fries Mixed Vegetables  ½ 2 <sup>nd</sup> and 4 <sup>th</sup> field trip	13 Shells in Marinara Sauce, or Buttered Noodles, Meatballs and Tossed Salad  ½ 2 <sup>nd</sup> and 4 <sup>th</sup> field trip	14 Baked Potato Bar Bacon bits, cheese, broccoli, butter, sour cream  3 <sup>rd</sup> field trip	15 Pancakes, French Toasts, or Waffles, Sausages, Tater Tots, Cinnamon Apples  1 <sup>st</sup> field trip	16 Pizza Day  Better Ingredients. Better Pizza.
19 Corn Dog / Chicken Nuggets French Fries Mixed Vegetables	20 Ravioli in marinara sauce, or Buttered Noodles, meatballs and tossed salad	21 Pancakes, French Toasts, or Waffles, Sausages, Tater Tots, Cinnamon Apples	22 Pizza Day  Better Ingredients. Better Pizza.	23 Early Dismissal  Cafeteria Closed
26 School Closed  Cafeteria Closed	27 Penne in Marinara Sauce, or Buttered Noodles, Meatballs and Tossed Salad	28 Chicken Tenders Mashed Potatoes Mixed Vegetables  8 <sup>th</sup> field trip	29 Pancakes, French Toasts, or Waffles, Sausages, Tater Tots, Cinnamon Apples	30 Pizza Day  Better Ingredients. Better Pizza.

Effective April 1<sup>st</sup>, 2025, we will implement a modest increase to our menu prices, the first since 2020.

**Combo lunch** is \$6.95. It includes the entrée, sides listed and a choice of milk, juice or water. **Hot dogs or grilled cheese** plus the sides and drink (milk, juice or water) is also a combo lunch. **See below for available daily items.** The only exception is **pizza day**: hot dogs and chicken nuggets are not available. We do not deep fry any food. **Prices and menu are subject to change without notice.**

**Tuesday: Ice Cream    Wednesday: Nachos    Thursday: Cinnamon Buns    Friday: Ice Cream**

Hot dog	\$2.90	Chips	\$1.30	French Frie/Curley/Tots	\$2.95
Grilled Cheese	\$2.90	Yogurt (Yoplait)	\$1.75	Walking Taco	\$5.95
Chicken Nuggets	\$3.75	GoGurt Yogurt Tube	\$1.05	Mac and Cheese	\$3.95
<b>Homemade Soup</b>	\$2.90	Pretzel Logs	\$1.95	Buttered Noodles	\$2.90
Chicken Noodle or		Fruit (Apple or Orange)	\$1.50	Chicken Patty Sandwich	\$3.95
Tomato or		Fresh Fruit Cup/Cereal	\$2.50	Chicken Tenders (3 pcs)	\$3.75
Vegetable		String cheese	\$1.05	Cheeseburger/Hamburger	\$3.95
		Side Veggie/salad	\$2.00	Corn dog	\$2.90
		Pudding/Jello	\$2.00	Meatballs (4 pcs)	\$2.75
<b>Salad/Sandwiches</b>		<b>Tuesday and Pizza Days Only</b>		Meatball Sub	\$4.00
Chicken, Tuna, Egg, Lg. Garden	\$5.50	Ice cream cup	\$1.10	Pancakes/French toast/Waffles	\$3.75
Side Salad	\$2.00	Twister	\$2.10	Pizza (1 slice)	\$2.95
<b>Beverage</b>		Scooter bar	\$1.60		
Milk or Juice	\$1.00				
Bottled Water	\$1.05	<b>Wednesdays ONLY</b>			
Gatorade/Propel	\$1.85	Nachos, Chips and Cheese	\$2.80		

Please call us at the school cafeteria 410-519-2285 Ext. 2504 or E-mail us at [lunch@schooloftheincarnation.org](mailto:lunch@schooloftheincarnation.org) for any inquiries.

[Nutritional Info](#)

*Thank you, Tommy and Arianna*

# The Gala 2025

SCHOOL OF THE INCARNATION

Dear Friends of School of the Incarnation,

For 24 years, School of the Incarnation has provided a safe, academically rigorous, inclusive, and innovative Catholic education for students in Pre-K through Grade Eight. Our dedicated administration, faculty, and staff, in collaboration with parents and pastors, offers students the opportunity to grow within our school, to contribute to the greater community, and to strive to become faith-filled future leaders.

On Friday, May 9, 2025, we are thrilled to host our annual Gala, the largest fundraiser of the year for the School of the Incarnation. The net proceeds from this event will directly support the school's operations and help offset tuition costs for our families.

This year's Gala promises to be an unforgettable evening of celebration, as we come together to support our most precious asset—our children. As we prepare for this special event, we invite you to partner with us as a sponsor of the event. As a sponsor, you gain unique marketing exposure to SOTT's community of over 500 current families. Additionally, we will also gratefully accept any donations for our live and silent auctions.

Please review the attached 2025 sponsorship opportunities and donation forms to learn more about how you can contribute to advancing the mission and vision of School of the Incarnation. Completed forms should be returned to the Development Office no later than April 18, 2025.

If you have any questions or would like additional information, feel free to contact me directly at the school or by email at [mbrown@schooloftheincarnation.org](mailto:mbrown@schooloftheincarnation.org).

Thank you for your consideration and we look forward to hearing from you!

Warm regards,  
Meghan Brown  
Development Office  
School of the Incarnation

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#### Phone

410-519-2285  
410-519-2286 (fax)

#### Web

[www.schooloftheincarnation.org](http://www.schooloftheincarnation.org)

#### Address

2601 Symphony Lane  
Gambrills, MD 21054





## **2025 SPONSORSHIP OPPORTUNITIES and BENEFITS**

### **GOLD SPONSOR**

**\$6,000 - ONE (1) OPPORTUNITY**

- A complimentary table of Eight (8) at The Gala
- Access to the VIP Happy Hour
- Complimentary valet parking
- Gold Sponsor table recognition
- Company name and logo displayed digitally at the event
- Company name and logo on a recognition banner displayed on our school campus
- Company logo and branding on tabletop tents to be displayed at the bar during The Gala
- Recognition in communications and materials promoting the event, on our website, and on social media

### **MAROON SPONSOR**

**\$3,000-TWO (2) OPPORTUNITIES**

- Four (4) complimentary tickets to The Gala
- Complimentary valet parking
- Maroon Sponsor table recognition
- Company name and logo displayed digitally at the event
- Company name and logo on a recognition sign displayed on our school campus
- Company logo and branding tabletop tents to be displayed at the bar during The Gala
- Recognition in communications and materials promoting the event, on our website, and on social media

### **ENTERTAINMENT SPONSOR**

**\$3,000- ONE (1) OPPORTUNITY**

- Four (4) complimentary tickets to The Gala
- Complimentary valet parking
- Company name and logo displayed digitally at the event
- Company name and logo on a recognition sign to be displayed near the stage during The Gala
- Company name and logo on a recognition sign displayed on our school campus
- Recognition in communications and materials promoting the event, on our website, and on social media

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410-519-2285  
410-519-2286 (fax)

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Gambrills, MD 21054



#### PADDLE SPONSOR

\$2,500- ONE (1) OPPORTUNITY

- Two (2) complimentary tickets to The Gala
- Company logo and branding displayed on a custom Live Auction Bid Paddle\*  
(\*The Live Auction will conclude with a paddle raise and a paddle drop)
- Company name and logo displayed digitally at the event
- Company name and logo on a recognition sign displayed on our school campus
- Recognition in communications and materials promoting the event, on our website, and on social media

#### INCARNATION SPONSOR

\$1,500- FOUR (4) OPPORTUNITIES

- Two (2) complimentary tickets to The Gala
- Company name and logo displayed digitally at the event
- Company name and logo on a recognition sign displayed on our school campus
- Recognition in communications and materials promoting the event, on our website, and on social media

#### KNIGHT SPONSOR

\$1,000- Unlimited

- Company name and logo displayed digitally at the event
- Company name and logo on a recognition sign displayed on our school campus
- Recognition in communications and materials promoting the event, on our website, and on social media

#### FRIEND OF SOTI SPONSOR

\$100- \$1,000- Unlimited

- Company name and logo displayed digitally at the event
- Recognition in communications and materials promoting the event, on our website, and on social media

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#### Phone

410-519-2285  
410-519-2286 (fax)

#### Web

[www.schooloftheincarnation.org](http://www.schooloftheincarnation.org)

#### Address

2601 Symphony Lane  
Gambrills, MD 21054

## Donor Information

Donor Contact Name:

Company Name (if applicable):

Donor Address  
City, State, Zip Code:

Phone:  E-mail:

Donor Website:

## Donation Details

Item/Service Being  
Donated:

Detailed Description of  
Donation:

*\*Please include all specific information regarding the donation including but not limited to:  
location, number of rooms, dates of availability, limitations, exclusions, expiration date, and any other pertinent information.*

**PLEASE CHECK ALL THAT APPLY:**

- ☐ Item or certificate is enclosed with this form
- ☐ I will deliver my item to SOTI by April 29, 2025
- ☐ Please arrange for pickup of my item

### Tax Information

Your donation may be tax deductible to the extent allowed by law. Contact your tax advisor. Please make a copy of this completed form for your records.

Federal Tax ID #: 52-2324195

Donor's Signature:

Date:

Please scan the completed form and email to:

Meghan Brown at  
mbrown@schooloftheincarnation.org

*Thank You For Your Generous Donation!*

## Sponsor Information

Sponsor Contact Name:

Sponsor Company Name:

Address  
City, State, Zip Code:

Phone:  E-mail:

Authorized Signature:  Date:

## 2025 Gala Sponsorship Opportunities

The various sponsorship opportunities and corresponding rates are listed below. Please email your company logo to Meghan Brown at [mbrown@schooloftheincarnation.org](mailto:mbrown@schooloftheincarnation.org). All artwork should be submitted electronically as a high resolution file.

- |  |         |   |         |
|--|---------|---|---------|
| <input type="checkbox"/> Gold Sponsor          | \$6,000 | <input type="checkbox"/> Maroon Sponsor | \$3,000 |
| <input type="checkbox"/> Entertainment Sponsor | \$3,000 | <input type="checkbox"/> Paddle Sponsor | \$2,500 |
| <input type="checkbox"/> Incarnation Sponsor   | \$1,500 | <input type="checkbox"/> Knight Sponsor | \$1,000 |

Friend of SOTI Sponsor \$ \_\_\_\_\_

**Sponsorships are due by April 16, 2025**

### Payment Information

Please complete the form and scan the QR code below to purchase your sponsorship package.



### Tax Information

Your donation may be tax deductible to the extent allowed by law. Contact your tax advisor. Please make a copy of this completed form for your records.

Federal Tax ID #: 52-2324195

### Please Return Form To:

Please scan the completed form and email it to Meghan Brown at [mbrown@schooloftheincarnation.org](mailto:mbrown@schooloftheincarnation.org).

*Thank You For Your Support of our School!*

# Job Opening: School Cafeteria Worker

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**Location:** School of the Incarnation in Gambrills, MD

**Position Type:** Part-Time

Tommy's Food Service seeks a dedicated and dependable Cafeteria Worker to join our food service team! This is a great opportunity to positively impact students' daily lives by helping provide nutritious, delicious meals in a friendly, clean environment.

## ***Responsibilities:***

- Prepare and serve lunch to students and staff
- Maintain cleanliness and safety standards in the kitchen
- Operate kitchen equipment safely and efficiently
- Assist with inventory and restocking supplies
- Follow food safety and sanitation regulations
- Provide excellent customer service to students and staff

## ***Qualifications:***

- High school diploma or equivalent preferred
- Experience in food service or kitchen work is a plus (but not required—we're happy to train the right person!)
- Ability to lift up to 50 pounds and stand for extended periods
- Strong teamwork skills and a positive attitude
- Must pass a background check and VIRTUS certification

## ***Why Join Us?***

- Supportive team environment
- Consistent weekday hours (no weekends, or holidays!)
- Opportunity to make a difference in children's lives

**To Apply:** Contact: [lunch@schooloftheincarnation.org](mailto:lunch@schooloftheincarnation.org)



# 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

Parent name(s)

Student name(s) /Grade(s)

Address

City, State, MD

Phone

Email

## New Family

Parent name(s)

Student name(s)/Grade(s)

Address

City, State, Zip

Phone

Email

**How do you know this family?** ☐Work ☐Friend ☐Relative ☐Neighbor  
☐Church ☐Community ☐Other\_\_\_\_\_

**Any information we should know?**\_\_\_\_\_

By signing below, I confirm that I personally know this family and have shared the good news about School of the Incarnation with them. I understand that an Admissions representative from the school will be contacting this new family to provide more information and invite the family for a tour. I have read and understand the guidelines of the New Family Referral Program. Contact Casey Boswell at 410.519.2285 with any questions.

**Signature**\_\_\_\_\_

**-Office use only-** Form submission date\_\_\_\_\_ Contact date\_\_\_\_\_  
Enrollment date\_\_\_\_\_ \$250 tuition credit date \_\_\_\_\_