

School of the Incarnation Newsletter

Thursday, September 14, 2023

Thursday, September 14 th :	In-Person Back-to-school Grades 1, 2, 3 and 6 6:30 – 8:00 PM
Friday, September 15 th :	Spirit Wear Day Band Demonstration for Grades 4 - 8 starting at 8:30 AM
Monday, Sept. 18th:	Deadline to purchase a Homecoming Spirit shirt - see below for link
Wednesday, Sept. 20 th :	In-Person PreK/K and New SOTI Parent Social and Partnership Mtg 6:30 – 8:00 PM
Friday, September 22 nd :	Spirit Wear Day
Tuesday, Sept. 26 th :	AOB High School Fair 6:00 – 8:05 PM
Sept. 26 – Oct. 5:	Scholastic Book Fair - Library
Thursday, September 28 th :	Cafeteria Service begins for kindergarten students
Friday, September 29 th :	½ Day Dismissal – ESP in session Spirit Wear Day SOTI Homecoming 2:30 - 7:00 PM
Friday, October 6 th :	School Closed – Professional Development
Friday, October 13 th :	Spirit Wear Day
Wednesday, Oct. 18 th :	Individual Student Pictures for Grades 5 - 8
Thursday, October 19 th :	Individual Student Pictures for Grades PreK - 4th
Friday, October 20 th :	½ Day Dismissal - ESP in session Spirit Wear Day
Monday, October 23 rd :	School Closed - Faculty Retreat



Attention 8th Grade Students and Parents - HSPT Registration

Registration for the High School Placement Test (HSPT) is open. You may access the form via the link below, and our **deadline for registration is Wednesday, November 22, 2023**. Please, note that a \$45.00 fee is required to be paid online at the time of registration.

<https://stsusers.com/stsusers/registration/static/baltimore.php>

As always, you may request to have results sent to three Archdiocese of Baltimore high schools. This year, you may also select two Archdiocese of Washington schools for an additional \$10.00 each. (Please, note that there is no refund offered for the ADW school fees.)

It is also important to understand that you may only select Archdiocese of Washington schools when you first register. However, you can edit those choices by changing the selected schools up until the day of the test. For example, if you do not select an ADW school when you first register, you cannot add one later. If you select only one ADW high school, you will not be able to add a second one later. For the Archdiocese of Baltimore schools, you may add, delete, or edit up until the day of the test.

SOTI students will take the exam in school on Wednesday, November 29th, and it is important that they register to test at School of the Incarnation. The high schools are listed in the first section on the registration site, and you will need to scroll through those choices to find the elementary/middle schools toward the bottom of the page. (Only students from public schools and/or those scheduled for make-ups will be tested at high schools. Please, do not select a high school as your testing site because they will contact us and request that you change your registration.)

For students who qualify to receive accommodations, parents must upload official copies of educational test results by November 16th. This is a firm deadline because the system will lock afterward, preventing further uploads. Per Archdiocese requirements, a doctor's note or a copy of an accommodation plan will not suffice, and test results must be from at least 5th grade or more recent. All students who plan to attend a Catholic High School MUST take the HSPT in order to apply. Students applying to public schools may also take the test for the experience and to gather relevant information pertaining to their skill levels. However, they are required to register and tentatively select at least one Catholic High School if they wish to test.

For questions, you may contact Kristin Jacobs: kjacobs@schooloftheincarnation.org

It's here! The Spirit Wear stores are open!

We are selling a limited edition homecoming design. **Homecoming orders must be placed by 9/18 to receive your shirts to wear on Homecoming Day.** The new spiritwear 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/sofi-2023-homecoming>

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

Book Fair is Coming!!

Get ready! The Scholastic Book Fair is coming our way (YAY!). Choosing their own books empowers kids and inspires them on their journey to becoming lifelong readers. AND—as always—every purchase at the Fair benefits our school. Here's what you need to know about the big event, which will take place:

Book Fair Hours

Monday 9/25	Tuesday 9/26	Wednesday 9/27	Thursday 9/28	Friday 9/29 Homecoming
Preview Day for Students	Preview Day for Students	Preview Day for Students	Students may buy during class	Students may buy during class
Open 3-4 pm	Open 3-4 pm	Open 3-4 pm	Open 11:30-4 pm	Open 8am-12pm Open 2:30-7pm

Monday 10/2	Tuesday 10/3	Wednesday 10/4	Thursday 10/5	Friday 10/6
Students may buy during class	Students may buy during class	Students may buy during class	Students may buy during class	School Closed
Open 8am-12pm Open 3-4pm	Open 11:30-4 pm	Open 8am-12pm Open 3-4 pm	Open 11:30-4:30pm Last Day	

Say goodbye to cash and hello to eWallet—your child's digital payment account. Before the Fair, set up eWallet for worry-free, cash-free purchases. Anyone can contribute! Share each child's eWallet so friends and family can add funds and give your kids more books to enjoy.

EWallet

If you can't make it to the Fair, then shop at our school's Book Fair online. All orders ship directly to your home, and shipping is free for book orders over \$25. Every online purchase will also benefit our school. Visit our Book Fair homepage to learn more and get started with eWallet and online shopping:

Book Fair Homepage

We are also looking for volunteers to help with our fair. You can sign up here:

Book Fair 2023 Sign Up Genius

or visit our Book Fair homepage and click the "we are looking for volunteers" link

Catch you at the Fair!

Please contact Mrs. Cunningham

scunningham@schooloftheincarnation.org with any questions.

ESP and Homecoming Activities

ESP will be in session during Homecoming Friday, September 29th. ESP students will remain with their group leaders until they are dismissed to their parent/guardian. ESP staff will not have the ability to take students to Homecoming activities.

Combined Federal Campaign (CFC)

Attention all military, postal, and federal civilian SOTI families- it is time to enroll for the Combined Federal Campaign (CFC)!

School of the Incarnation is a participating charity in the Combined Federal Campaign (CFC), which allows federal employees to donate to non-profit organizations through workplace giving.

Please consider designating SOTI on your CFC pledge form. Our school's CFC code is #94557. Check out the CFC giving website for more information at <https://cfcgiving.opm.gov/welcome>

We thank you for your support!

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 Megan Johannes, Volunteer Screening Coordinator, at mjohannes@schooloftheincarnation.org.

Returning parents who have already completed Virtus training can contact Megan Johannes to check your Virtus status.

Student Directory 2023-2024

We are in the process of compiling and publishing our 2023-2024 SOTI Student Directory. If you would like any information about your child (name, address, phone number) withheld from the Directory, please complete the attached form and return the completed form to Mrs. RaVell in the school office or send Directory information to withhold via email jravell@schooloftheincarnation.org. Deadline to respond is Friday, September 15th.

WE LOVE SPIRIT WEAR!

We know you are excited for Spirit Wear days! We are too! There are short sleeved "Always" shirts available for sale in the office. We have most sizes in stock for \$10 (cash or check).



Fall Concert Choir

Consider joining the Fall Concert Choir with Mrs. Petersen!! We will sing Christmas and Winter songs in preparation for the Winter Concert in December. We meet after school on Wednesdays beginning Sept. 13th until 4:00pm. Please see the attached flier and registration form for more information. [Fall Concert Choir Flyer](#)

Girls on the Run Fall Season Registration is open AUGUST 31 through SEPTEMBER 11!

The fall season of Girls on the Run (GOTR) will begin on September 20, with registration open from August 31st - September 11th. GOTR is a fun running program for girls in grades 3 through 5. Participating in GOTR helps girls increase self-confidence, develop healthy relationships, and feel good about themselves inside and out! Practices will be held on Tuesdays and Thursdays from 3:00 - 4:15 PM. The program culminates in a 5K on December 3 at Druid Hill Park in Baltimore. ** Every girl who runs the 5K needs a running buddy with her. Go to www.gotrchesapeake.org to register your daughter. Please contact Sarah Spaulding with any questions (sspaulding@schooloftheincarnation.org).

Save the Date for HOMECOMING

Join us Friday, September 29th from 2:30 to 7 p.m. to cheer on our SOTI soccer, field hockey and volleyball teams and for an afternoon of family fun including food, games, and entertainment. Please see the attached flyers for details and sponsorship opportunities!



AOB High School Fair

School of the Incarnation will be hosting an Archdiocese of Baltimore High School Fair on Tuesday, September 26th from 6:00 pm - 8:05 pm. The Open Fair takes place from 6:00 pm - 6:30 pm, followed by three breakout sessions. Registration is not required.

More information on AOB High School Fairs can be found here:

<https://basecamp.com/2809065/projects/16347021/messages/104596641>

Click this link to access the High School Guide:

<https://www.archbalt.org/schools/our-schools/high-school-admissions/>

ESP Teachers/Aids Needed

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 still in need of additional 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 for more information.

Duty Assistants for PreK, K & 1st Grade Needed

Looking for a reason to get out of the house for a few hours a day? Know someone who has some time to spare? SOTI is looking for a couple of duty assistants to help with PreK, K & 1st Grade from 11:00 AM - 1:00 PM, Monday-Friday. This is a part-time, hourly position. Candidates must have a high school diploma or equivalent, a commitment to our school values, and some experience with children is preferred. If you are interested or have questions, please reach out to Megan Johannes mjohannes@schooloftheincarnation.org. Interested candidates should send a resume.



BEYOND PROGRAM INFORMATION

VOLUNTEERS NEEDED:

Our school community is blessed with many gifted individuals. Please consider volunteering your time and talents with the Beyond Program: <https://forms.gle/gqJKYfGtwJ6fBi299>

The following clubs are still in need of additional volunteers in order to accommodate the number of students interested in participating:

Please email Miss Santini no later than the end of the school day on Monday, Sept. 18th if you're available to help make these clubs happen by volunteering!

- FIRST Lego Robotics Challenge Teams (5th-8th grade) on Thursdays or Fridays
- FIRST Lego Explore Teams (4th grade team) on Tuesdays or Wednesdays
- FIRST Lego Discover Club (1st grade) day TBD
- Coding & Technology Club (4th-5th grade) day TBD
- Arts & Crafts Club (1st-2nd grade) on Tuesdays or Thursdays
- Knightly Readers Book Club (2nd grade) day TBD
- Junior Joggers Running Club (1 for 1st grade, 1 for 2nd grade) on Mondays
- SOTI Scientists Club (3rd-4th grade) day TBD
- Knights' Chess Club (2nd-3rd grade) on Mondays

Due to low numbers of interested students, the following clubs will not take place during Trimester 1/Fall. They will be proposed again for Trimester 2 and/or 3:

- Environmental Experts Club
- SOTI Social & Scripture Study
- The Knightly News Newspaper/Media
- Knightly Readers Book Club (3rd-4th grade)

- Knights' Chess Club (5th-8th grade)
- Knights on a Mission

GENERAL INFORMATION REMINDERS

Notes about volunteering for Beyond Program Clubs/Teams:

- Volunteers must be current with their VIRTUS certification
- One child in the same club group as the parent volunteer (or other adult family member) receives 50% off their registration fee as a thank you.
- Arrival time at school: no later than 2:45 PM (park against a curb or in the small lot/late lot area to avoid carline dismissal procedures)
- *Due to the expectation for volunteers to be fully present to lead, supervise, and manage the safety of those within their club, as well as space limitations in some cases, siblings are not permitted to attend club meetings.*

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



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



Parent Advisory Council News

Room Parent Volunteer

[Room Parent Volunteer Interest Form](#)

Room parents play an important role as they facilitate communication between the parents and the teacher, school administration and the Parent Advisory Council (PAC).

At SOTI room parents are primarily responsible for organizing class parties, to include coordinating food and supply donations from parents, securing volunteers for the party and planning the party events. In addition, room parents will be asked to assist with teacher appreciation week, relaying information to parents, and assisting in any special projects that the teacher may be planning.

Parents interested in being the Birthday Parent can sign up on the room parent form and indicate in the box where they type in the teacher name they want to specifically be the birthday parent. So for example "Nappi-Birthday"

If you are interested please consider signing up at:

<https://tinyurl.com/23-24SOTIRoomParent>

Please remember that you must be VIRTUS certified to volunteer in the classroom. Your certification must be reviewed every 5 years. If you have questions about your status please contact Megan Johannes, Volunteer Screening Coordinator, at mjohannes@schooloftheincarnation.org.

Detailed instructions on becoming certified are available at

<https://www.schooloftheincarnation.org/giving/volunteer>.

In order to receive information from this year's room parents and the PAC, families need to fill out the [Room Parent/PAC Information Release 2023-2024](#).

Thank you for volunteering!

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!

Save the Date - Trunk or Treat

Our annual Trunk or Treat will be held on Friday October 27th from 6:30-8:00 PM.



SCHOOL OF THE
INCARNATION

HOMECOMING 2023

Friday, September 29
2:30 - 7:00 pm
Stein Athletic Field

SCHEDULE

2:30 - Gates Open
3:00 - Opening Ceremonies
3:15 - Girls Soccer
4:00 - Girls Volleyball
4:00 - Beer & Wine Garden Opens
4:15 - Boys Soccer
5:15 - Girls Field Hockey
6:30 - Last Call
7:00 - Homecoming Ends

FESTIVITIES

Beer & Wine Garden (21+)
Concessions by Tommy's
Snow Cones
Moon Bounce
Hair Tinsel & Face Painting
Pony Rides
Spirit Wear Sale
and more...

Pre-registration link coming soon!



SCHOOL OF THE
INCARNATION

2023 HOMECOMING SPONSORSHIP

Contact Information

Name:

Email:

Phone:

Business Details

Organization Name:

Address:

Phone:

**Please choose a sponsorship level
and return this form with payment by Wednesday, September 20th**

Knight Sponsor \$750 (one available)

- Banner recognition in the beer garden
- Banner moved adjacent to the school sign and remain throughout October,
- 4 complimentary T-shirts and spirit items to cheer for SOTI teams

Gold Sponsor \$500

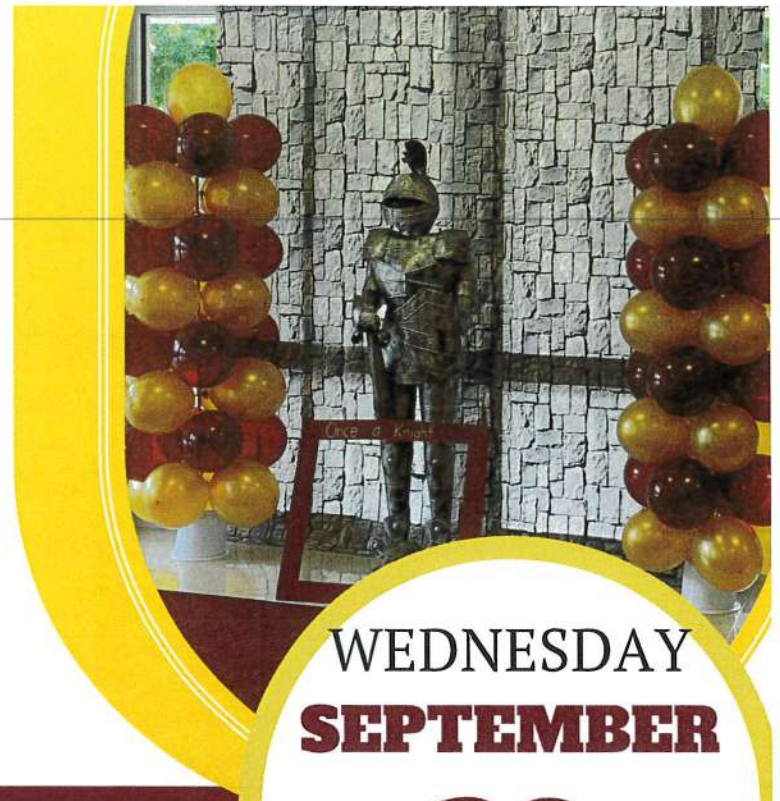
- Sign recognition during the event
- Sign to remain on property throughout October
- 2 complimentary T-shirts and spirit items to cheer for SOTI teams

Maroon Sponsor \$250

- Sign recognition during the event
- Complimentary T-shirt and spirit items to cheer for SOTI teams



Parent Advisory Council
SCHOOL OF THE
INCARNATION



WEDNESDAY
SEPTEMBER

20

6:30-8 PM

NEW PARENT SOCIAL

PreK, Kindergarten, and new parents are invited to connect with other Parents and meet with the PAC, teachers, and admin. Learn how to partner with the school to support your child's education!



Meet other parents



Get your questions answered



Discussion sessions with teachers





Room Parent Volunteer Sign Up Form

Thank you so much for your interest in volunteering to be a room parent for the 2023-2024 school year. Room parents play an important role as they facilitate communication between the parents and the teacher, school administration and the Parent Advisory Council (PAC). At SOTI room parents are primarily responsible for organizing class parties, to include coordinating food and supply donations from parents, securing volunteers for the party and planning the party events. In addition, room parents will be asked to assist with teacher appreciation week, relaying information to parents, and assisting in any special projects that the teacher may be planning.



<https://tinyurl.com/23-24SOTIRoomParent>



Join the Concert Choir!!!



Dear SOTI Families,

I am Shannyn Petersen, the music teacher here at SOTI. I am very excited to get started with the Concert Choir! Feel free to email me with any questions: spetersen@schooloftheincarnation.org.

Fall Concert Choir: 3rd, 4th, 5th, 6th, 7th, & 8th Grade

Rehearsals: Wednesdays from 3:00-4:00pm in the Music Room.

Winter Concert: Tuesday Dec. 5th at 6:30pm

1st Rehearsal: Sept. 13th

Cost: \$75 (Sept.-Dec.)



Expectations/Rules:

Attendance: Performances are one of the major goals of singing in a Choir, and attendance at rehearsals is necessary in order to be successful during a performance. Students are more confident in front of an audience when they are well-rehearsed. Please make every effort to attend each rehearsal.

Behavior: Choir is a team activity that depends on everyone working together. Students will be performing in front of an audience and are expected to have good performing etiquette during these performances. Any students who are not behaving well during rehearsals will most likely struggle during a performance. Students consistently not following the rules will be asked to leave the group.

Performances: We will perform a formal Christmas Concert on Tuesday Dec. 5th at 6:30pm. Students are expected to participate. They will dress in proper concert attire (White dress shirt and Black pants or long skirt, black dress shoes). The concert will occur with the band as well.

The link to pay the fee will be sent out at a later date.





Join the Concert Choir!!!



1st STUDENT FIRST & LAST NAME: _____

GRADE: _____ HOMEROOM TEACHER: _____

2nd STUDENT FIRST & LAST NAME: _____

GRADE: _____ HOMEROOM TEACHER: _____

3rd STUDENT FIRST & LAST NAME: _____

GRADE: _____ HOMEROOM TEACHER: _____

PARENT NAMES: _____

PARENT EMAIL: _____

PARENT PHONE NUMBER: _____

My child has permission to stay after school for Choir and will have transportation at 4:00pm. We will do our best to be at every rehearsal and performance. My child understands that his/her behavior will affect their future participation in the Choir.

Parent Signature: _____ Date: _____

COMMENTS:



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 _____

<p>-Office use only- Form submission date _____ Contact date _____ Enrollment date _____ \$250 tuition credit date _____</p>
