

School of the Incarnation Newsletter

December 3, 2020

Friday, December 4th: Spirit Wear Day
Saturday, December 5th: HSPT Exam for 8th grade remote learners
Monday, December 7th: HSPT Exam for 8th grade in school students
Tuesday, December 8th: School Mass 9:50 AM
Progress reports for T1 sent via email
Friday, December 11th: Spirit Wear Day
Friday, December 18th: Spirit Wear Day
Tuesday, December 22nd: Last Day to drop off donations for Giving Back
Red/Green out of uniform day
December 23rd – January 3rd: School Closed - Christmas Break



Giving Back - Holiday Help for the Homeless of Baltimore and Annapolis

Please click here to watch [15 Years of Giving Back Video](#)

To celebrate the true meaning of Christmas, School of the Incarnation will celebrate our 15th year supporting the Giving Back organization with their annual Holiday Help for the Homeless drive. Our annual Kick Off was just before Thanksgiving and all students came home with the Holiday Help for the Homeless information sheet. We ask that you prayerfully discuss as a family what you can do to help. A \$25 donation buys a complete backpack filled with warm clothes that could be lifesaving to a homeless person. As you can imagine, the need is even greater this year.

As with everything in 2020, Giving Back will look very different. All donations will need to be made online. [Donate here](#) (Please choose **School of the Incarnation** as your group in the 4th box) and backpacks will be available to pack at the Crowne Plaza Hotel (Grand Ballroom) in Annapolis on Jennifer Rd.

You can use the following link to sign up as a family to go pack your backpack! You can even decide to spend some quality family time helping to organize donations for the 20+ shelters that will be supported through this drive!! [Sign up to pack your backpack and volunteer](#)

You can find information about this year's drive and how to get involved on <https://www.homelessdrive.org/>
If you have any questions, please contact Sandi Dlugonski at sdlugonski@schooloftheincarnation.org

Our Lady of the Fields Holy Name Society Scholarship Program

Our Lady of the Fields Holy Name Society is offering two \$1,000 scholarships for the 2021-2022 school year. Applications are open to all Our Lady of the Fields parishioners with children attending or planning to attend grades 1 to 8 at the School of the Incarnation.

Applications are available at Our Lady of the Fields parish office or online at www.ourladyofthefields.org. Completed applications must be received in a sealed envelope at the OLF Parish office by January 31, 2021. Every attempt will be made to notify the selected recipient in order to meet the SOTI registration requirement.

All applications will be held in strictest confidence and destroyed upon completion of the selection process.

Spirit Wear Sale

In case you missed the first spirit wear sale of the year, we are opening the online store again!! Starting tomorrow, November 6th through December 20th, we will have a mini store open online. Orders will be delivered by January 10th.

Applications for 2021-2022 school year

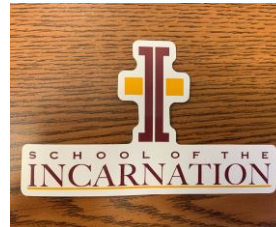
Applications for new students (not current students) are available on our school website. Applications should be submitted by January 29, 2021 to be considered in the first round. If you know a family interested in attending SOTI, please complete the attached referral form.

FACTS Grant and Aid Applications

FACTS Grant and Aid Applications are now open for the 2021-2022 school year. The deadline to apply for Grant and Aid will be February 28, 2021. 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. Aid is awarded by the AOB, the school and parishes. The application can be found through this link: <https://online.factsmgt.com/signin/3C65P> If you have any questions or concerns please feel free to reach out to Caroline Agresti, Business Manager at cagresti@schooloftheincarnation.org. An informational flyer is attached.

Car Decals

Car decals are for sale in the school office - \$5 each.



Yearbook

The price of the yearbook is now \$35. You can order your yearbook here:

https://www.jostens.com/apps/store/productBrowse/1521567/School-of-the-Incarnation/2021-Yearbook/2020082004235888399/CATALOG_SHOP/.



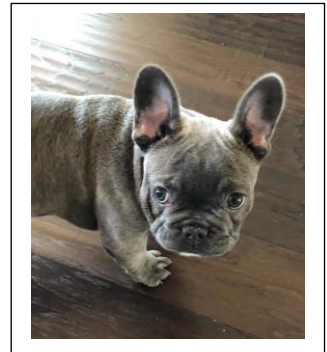
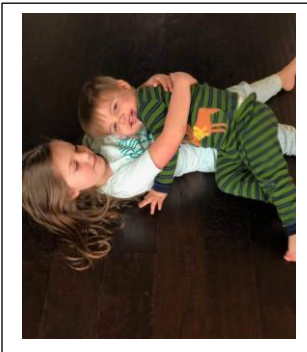
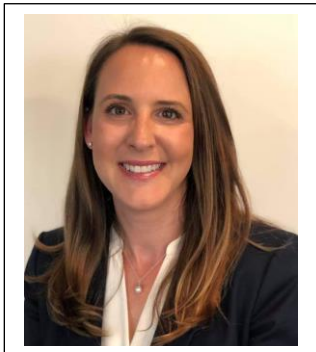
Home and School Association (HSA) News

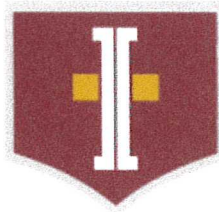
Great News!!

Santa is "coming" soon! Stay tuned for more information on when and how.

HSA Parent Rep on the School Board – Michelle Kunzelman

Introducing Michelle Kunzelman, our parent representative on the School Board. Michelle and her husband, Michael, moved to Maryland in February, 2019. They are originally from St. Louis, MO. The Kunzelmans have two children – Caitlin (7), a 2nd grader at SOTI and Colin (3), along with a French bulldog named Iris. Michelle is a group insurance sales executive in the DMV area. Last year, Michelle co-chaired the SOTI Trunk or Treat event.





SCHOOL OF THE
INCARNATION

Due to Covid 19, we have taken extraordinary measures to ensure your student's well-being as we return to school.

Every surface you touch in our school has been disinfected with an EPA approved disinfectant for SARS-CoV-2-Covid 19 and have had Vytis Shield Surface Barrier Coatings applied to them.

Using electrostatic spraying technology, even hard to clean surfaces have been thoroughly disinfected and coated to protect them from harmful pathogens.

Vytis Shield coatings have been hospital proven to be effective in reducing microbes on hard surfaces and textiles by 99.13% for up to a year and are safe for children.

We care about our students, teachers, and staff want to bring you peace of mind while you are here.



CLOSING THE GAP IN INFECTION PREVENTION

PROTECT – PREVENT – PREVAIL



Grant & Aid Assessment

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 **all 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 Temporary Assistance 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.



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 _____