

School of the Incarnation Newsletter

September 1, 2022

August 24 – Sept. 9:	Spirit Wear online store is open for orders
Friday, September 2 nd :	Spirit Wear Day – see below for more information
Monday, September 5 th :	School Closed – Labor Day
Wednesday, Sept. 7 th :	Used uniform sale 4:00 – 6:00 PM
Thursday, Sept. 8 th :	School Mass 10:00 AM
Friday, September 9 th :	Spirit Wear Day
	Last day to place a Spirit Wear order – see below
Monday, September 12 th :	Cafeteria Service begins for students Gr. 1- 8
Tuesday, September 13 th :	Back-to-school Grades 4, 5, 7 and 8 6:30 – 8:30 PM
Thursday, September 15 th :	Band demonstration for Grades 4 – 8 8:45 AM
	Back-to-school Grades 1, 2, 3 and 6 6:30 – 8:30 PM
Friday, September 16 th :	Spirit Wear Day
September 22 – 30:	Scholastic Book Fair in the library
Friday, September 23 rd :	Spirit Wear Day
Wednesday, Sept. 28 th :	AOB High School Fair 6:00 – 8:05 PM
Friday, September 30 th :	Cafeteria Service begins for Kindergarten students
	SOTI Homecoming – more details to come!!



Student Absence, Tardy or Leaving Early

Please remember to email attendance@schooloftheincarnation.org and your child's homeroom teacher by 8:15 AM if your child will be absent, late or leaving early. Information in the email should include your child's full name and reason for absence, expected arrival time or expected early departure time

Early Dismissal/Late Arrival Protocol

At the front doors, there is a sign labeled "Sign In/Out," with a QR code. Parents signing in their child(ren) late to school should scan that QR code with their phone which will direct them to our digital Sign in/Sign Out Form. Once a parent has completed the sign in/sign out form, someone from the front office will admit the student into the building. To sign a student out for early dismissal, please follow the same procedure. Students will be released out the front door once the sign in/sign out form has been completed. Students leaving early must be signed out of school by 2:30 PM so as not to disrupt our regular dismissal procedure.

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 Jackie Simon, Volunteer Screening Coordinator, at jsimon@schooloftheincarnation.org.

Returning parents who have already completed Virtus training can contact Jackie Simon to check your Virtus status.

Student Directory 2022-2023

We are in the process of compiling and publishing our 2022-2023 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 16th.

School Mass

School masses will usually be scheduled once a month beginning in September. Due to the number of students in grades Pre-K thru Grade 8, we unfortunately cannot accommodate parents at school masses in Marian Hall. Parents are always welcome to join us when mass is held outside in our parking lot or for morning prayer in Marian Hall every morning at 8:20 AM. Parents joining us for morning prayer should see our receptionist in the lobby to get a visitor badge. Thank you for your understanding.

Spirit Wear Day – every Friday!!

Spirit wear days are distinct from out of uniform days and Tag days. Spirit wear days are special days designated by the principal when the students, faculty, and staff may come to school dressed in official School of the Incarnation spirit wear. These days usually fall on Friday or may be on a spirit night or any day designated by the principal. All spirit wear days will be listed on the calendar. Spirit wear days are optional, and if a student does not choose to dress in spirit wear on these days, he/she should come to school in the regular school uniform. The following are guidelines for spirit wear days:

- Students should wear an official School of the Incarnation spirit wear shirt* which is one of the following acceptable school colors: maroon, gold/yellow, grey, white, or black.
- Any other School of the Incarnation spirit wear can be worn on these days with the exception of hats which may not be worn inside the building.
- Spirit wear that is defaced, torn, altered or written on is not permissible.
- Dresses and skirts must be of reasonable length (no more than 3 inches above the knee) and not too tight. No thin straps or bare shoulders.
- Pants - Presentable jeans or pants are acceptable, but not pants that are tight. Leggings or spandex are not allowed for students in grades 3-8. No rips, tears, or shear sections.
- Shorts may be worn from August-November 1st and April 1st-June.
- Hair may not be dyed or combed in an unusual fashion.
- When wearing shorts or skirts, these must be visible below the shirt. i.e. the shorts should be long enough to be seen below the bottom of an oversized t-shirt or hoodie.
- Bike/spandex shorts for students in grades 3-8 are not permitted.
- When the weather turns cold, spirit wear must be visible. For example: it would be unacceptable to be wearing a SOTI t-shirt which was completely covered by a Spalding sweatshirt.
- For students who have PE on Friday's, they are permitted to wear athletic Spirit Wear, and must also wear athletic shoes. (For example, they may wear a SOTI t-shirt with PE shorts/sweatpants, or other athletic shorts/sweatpants). Students are not permitted to wear jeans or other non-athletic apparel. Leggings or spandex are not allowed for students in grades 3-8. No rips, tears, or shear sections. When wearing shorts or athletic skorts/skirts, these must be visible below the shirt. i.e. the shorts should be long enough to be seen below the bottom of an oversized t-shirt or hoodie. If non compliant, students will be asked to change into the PE uniform and issued a uniform infraction. If a student is improperly dressed, they will be given alternate clothing to wear or their parents will be called to take them home or bring a change of clothes.
- No hats are to be worn in school unless specified within the themes.
- Any shoes may be worn, except open-toed sandals, flip flops, clogs, thick-soled or high-heeled shoes.
- Earrings: Boys are not allowed to wear earrings at any time. Earrings for girls should be small posts or hoops.

*Examples include: Always t-shirt, past school issued t-shirts of an approved color such as club shirts, SOTI PE t-shirt, or current SOTI athletic jerseys during the appropriate season.

We Love Spirit Wear!!

The first spirit wear store of the year is open now! The online store will be open from 8/24 - 9/9 and orders will be delivered on or before 10/17. Click on the link below to place an order:

<https://incarnationfall22.itemorder.com/shop/sale/>

Mark your calendars we are having a Back to School Used Uniform Sale on Wednesday, Sept 7th 4:00-6:00pm

It's time to clean out your closets and find those uniform pieces you might still need! We will be accepting uniform donations. Please make sure that the items you turn in are 1) clean with NO stains, rips, or holes, and 2) labeled with gender and size on a piece of masking tape on the front of the item. All items for donation should be in **good to very good condition**. Thanks for your support!

Attention 8th Grade parents and students!! Registration for the AOB's online 8th grade HSPT Prep Course

As was announced this past spring, the Archdiocese of Baltimore will be offering an optional online HSPT Prep course for 8th grade students that will begin on September 19th. Registration is still open, but some sections have reached capacity, so it is important to register ASAP if interested. If your child has registered for a day that they can no longer make, you may still attempt to change their schedule. However, changes will not be accommodated once a particular section has closed. Please, use the following link to view the flyer with information on how to register: [here](#)

BEYOND PROGRAM INFORMATION

Keep an eye out for interest surveys and additional information about our extracurricular clubs, teams, service, and enrichment activities program! The goal of the Beyond Program is to provide students with a variety of opportunities to explore, be creative, and have fun with their peers while engaging in areas of interest "beyond" the regular school day. Registration fees apply towards facilities management, materials/supplies, administrative costs, paid personnel, and some groups have outside vendor fees, program "kits" or tournament fees.

In order to be prepared for a performance at SOTI's Homecoming on September 30th, the first registration to open is for our Dance and Cheer Squad! This fall session is open to 3rd-8th graders and will meet on Wednesdays. The deadline to register for this Fall Session is **Monday, Sept. 5th**. More details are provided within the registration form: <https://forms.diamondmindinc.com/schooloftheincarnation/dancecheert122>

If you have any questions or ideas for a club, please contact our school's Auxiliary Services Coordinator, [Amy Santini](#).

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/qrfj7rTZJmH6P5gr7>

Girls on the Run Fall Season Registration is open SEPTEMBER 1 through SEPTEMBER 12!

The fall season of Girls on the Run (GOTR) will begin on September 20, with registration open from September 1-12. 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 Tuesday's and Thursday's from 3:00 - 4:15 PM. The program culminates in a 5K on December 4 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).

SOTI Homecoming – Mark your calendar!!

On Friday, September 30th please plan to spend the afternoon and evening at our fun family event, cheering on our SOTI soccer teams and enjoying food, games, and entertainment. More information to come.



AOB High School Fair

School of the Incarnation will be hosting an in person High School Fair on the evening of Wednesday, September 28, 2022, 6:00- 8:05 pm. The Open Fair takes from 6:00pm to 6:30pm, followed by three Breakout Sessions. Registration is not required. A variety of Catholic High Schools from the Archdiocese of Baltimore will be in attendance to provide information on their schools.

The High School Guide for the 2022-23 school year can be found on the Archdiocese of Baltimore website: <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 or Jackie Simon for more information JSimon@schooloftheincarnation.org



Parent Advisory Council News

Parent Advisory Council (PAC) Kickoff

The new Parent Advisory Council (PAC) has kicked off and we need YOU! Our mission is to create a FUN community environment where we all thrive! We have several amazing events planned for the upcoming school year but none of them can happen without your help! Please take a moment to fill out the [Parent Volunteer Interest Form](#) to sign up today! Descriptions of volunteer opportunities may be found [here](#).




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 21st from 6:30-8:00 PM. See the attached flyer for more details. Ticket purchase information to follow.

September 2022 Lunch Menu
TOMMY'S FOOD SERVICE @ School of the Incarnation
"Great Food for Great Kids"

Monday	Tuesday	Wednesday	Thursday	Friday
			1 BYOL Bring your own lunch	2 BYOL Bring your own lunch
5 SCHOOL CLOSED LABOR DAY	6 BYOL Bring your own lunch	7 BYOL Bring your own lunch	8 BYOL Bring your own lunch	9 BYOL Bring your own lunch
12 Chicken Nuggets or Corn dogs , French fries and fresh veggie	13 Spaghetti w/ marinara sauce, meatballs and tossed salad	14 Cheeseburgers , French fries and fresh veggie	15 Breakfast for lunch Pancake, or French toast sticks, sausage, tater tots and baked apples w/ cinnamon sugar	16 Pizza Day  Better Ingredients. Better Pizza.
19 Chicken Tenders , mashed potatoes with gravy and fresh veggie	20 Cheese Ravioli w/ marinara sauce, meatballs and tossed salad	21 Baked Potato Bar with bacon bits, cheddar cheese, broccoli, butter and sour cream	22 Breakfast for lunch Pancake, or French toast sticks, sausage, tater tots and baked apples w/ cinnamon sugar	23 Pizza Day  Better Ingredients. Better Pizza.
26 Chicken Patty Sandwich , Waffle Fries and fresh veggie	27 Rotini pasta w/marinara sauce, meatballs and tossed salad	28 Walking tacos w/ cheese, Spanish rice, and steamed corn	29 Breakfast for lunch Pancake, or French toast sticks, sausage, tater tots and baked apples w/ cinnamon sugar	30 Pizza Day  Better Ingredients. Better Pizza.

Combo lunch is \$5.95 it includes the **entrée**, choice of milk or juice or bottled water. **Hotdog or grilled cheese**, plus a side & drink (milk, juice or bottled water) is also combo lunch. **Available daily except pizza day**: variety of subs, hotdog, and grilled cheese sandwich, homemade soup, pretzel and **freshly baked cookies daily**. Nachos on Wednesdays, ice cream on Tuesdays & pizza days. We do not deep fry any food. **Prices and menu may change without notice.**

Ala Carte Price List Only Not available daily
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Available Daily		Available Daily		Not Available Daily	
Hot dog	\$2.75	Cookies	\$1.25	French Fries or Tater tots	\$2.75
Grilled Cheese	\$2.75	Chips	\$1.25	Rice or Mashed Potato	\$2.75
		Soft Pretzels	\$1.25	Waffle/Curly Fries	\$2.95
Homemade Soup		Pretzel Logs/Bites	\$1.75	Buttered Noodles	\$2.75
Chicken Noodle	\$2.75	Fruit (Apple or Orange)	\$1.40	Chicken Patty Sandwich	\$3.95
Tomato	\$2.75	Fresh Fruit in a Cup	\$1.75	Chicken Tenders (3 pcs)	\$3.50
Vegetable	\$2.75	Yogurt (Yoplait)	\$1.50	Cheeseburger/Hamburger	\$3.75
		GoGurt Yogurt Tube	\$1.00	Corn dog	\$2.75
Salad		String cheese	\$0.60	Meatballs (4 pcs)	\$2.50
Greek, Chicken, Tuna or E	\$4.25	Veggie (tossed salad, carrots or sliced cucumber)	\$2.00	Meatball Sub	\$3.00
		Tuesdays and Pizza Days ONLY		Pancakes (3)/French toast stick	\$3.25
Beverage		Ice cream cup	\$1.00	Philly Cheesesteak	\$4.00
Milk or Juice	\$0.90	Twister	\$1.75	Pizza (1 slice)	\$2.50
Bottled Water	\$1.00	Scooter Bar	\$1.50	Mac and Cheese	\$3.75
Gatorade/Propel	\$1.50	Wednesdays ONLY		Cheese Ravioli (7 pcs)	\$3.75
		Nachos, Chips and Che	\$2.50	Walking Taco	\$4.00

Please call us at the school cafeteria 410-519-2285 Ext. 2504 or E-mail us at lunch@schooloftheincarnation.org for any inquiries.
Thank you, Tommy and Ivanna

School Directory 2022/2023

Please complete the form below **if you do NOT wish to have your child's name, address and/or phone number published in the school directory** and return the form to the school office or email your request to Jennifer RaVell at jravell@schooloftheincarnation.org by **Friday, September 16th**.

I/We do NOT wish to have the following information published in the school directory. Please check the appropriate box(es) of information you **don't** want listed in the directory.

☐ Name ☐ Address ☐ Phone Number

Family Name: _____

Student Name: _____ Grade _____ Teacher _____

Student Name: _____ Grade _____ Teacher _____

Student Name: _____ Grade _____ Teacher _____

2022-2023 SCHOOL OF THE INCARNATION VOLUNTEER ACTIVITIES

Committee or Activity	2022-2023 VOLUNTEER ACTIVITY DESCRIPTION	Time Commitment	At Home	Chair/Point of Contact/Email
Room Parent Coordinator	Act as liaison for room parents. Help establish room and birthday parent for each homeroom, address questions and send reminders about room parent responsibilities; coordinate class Gala basket parent help; work closely with Sunshine Committee to coordinate teacher luncheons/appreciation events	Ongoing through school year	X	
Sunshine Committee	Assist with the refreshment table at Parent Informative Socials, help with the Birthday Angels program (celebrate teacher birthdays), assist with the Teacher Appreciation Luncheon and the teacher year-end breakfast and works closely with the Room Parent Coordinator to foster hospitality and sunshine throughout the school community	Ongoing through school year		
Parish Liaison	Work with Advancement Director and respective Parish point of contact to ensure that lines of communication between the Parish and school are open and information is shared	Ongoing through school year	X	Casey Boswell Dir. of Enrollment Mgmt and Marketing Cboswell@schooloftheincarnation.org
Library Helper	Assist librarians with shelving books, keeping stacks organized, check-in & check-out of books, other responsibilities as needed	Times vary and are flexible; email to schedule days/times		Lisa Rich Librarian lrich@schooloftheincarnation.org
Art Room Helper	Assist Art Teacher with project set-up, clean-up and organization; assist with Art Show (date TBD)	Times vary and are flexible; email to schedule days/times		Kelly Murphy Art Teacher kmurphy@schooloftheincarnation.org
Trunk or Treat	Halloween costume contests, parade and trick or treating in the school parking lot. Assist with check-in and parking of participants; help hand out pizza orders; help with clean up	Sept-October. Event scheduled for Friday, October 21st 2022, from 5:30 to 8:30pm		
Tours & Cookies with Santa	SOTI Tour for prospective students and cookies/craft with Santa. Assist with arranging middle schoolers to run a craft table, schedule Santa (contact info available through PAC).	Oct-December. Event scheduled for Tuesday December 13th 2022, 4:30-6pm		Casey Boswell Dir. of Enrollment Mgmt and Marketing Cboswell@schooloftheincarnation.org

Committee or Activity	2022-2023 VOLUNTEER ACTIVITY DESCRIPTION	Time Commitment	At Home	Chair/Point of Contact/Email
				schooloftheincarnation.org
Fundraising – Irish Fest	Irish festival with Irish bands, dancing, food, beer and whiskey tasting. Activities for kids. Assist with planning and securing vendors & entertainment; assist with set-up, check-in, and clean-up on the event day	Planning from October 2022 to March 2023. Event date TBD		
Family Bingo	Family fun night of Bingo, pizza and prizes. Help secure prize donations; assist with set-up, check-in, calling numbers, serving pizza and snacks, and clean-up on event day	Scheduled time slots for evening of event. Event date TBD		
Fall Scholastic Book Fair	Book fairs to raise money for the library. Setup of Scholastic book fair, assist with student selections and sales, cleanup and reorganize library at end of fair. Scheduled time slots available.	Fall: 16-30 Sept 2022		Lisa Rich Librarian Lrich@schooloftheincarnation.org
Spring Scholastic Book Fair	Book fairs to raise money for the library. Setup of Scholastic book fair, assist with student selections and sales, cleanup and reorganize library at end of fair. Scheduled time slots available.	Spring: Dates TBD		Lisa Rich Librarian Lrich@schooloftheincarnation.org
Open House	Serve as “ambassador” to prospective parents – welcome parents attending Open House and answer questions.	Date TBD		Casey Boswell Dir. of Enrollment Mgmt and Marketing Cboswell@schooloftheincarnation.org
Giving Back	Homeless drive that delivers warm clothes to over 4,000 on streets and in shelters. Students pack over 1,000 backpacks for the homeless. Help setup of inventory and help students on packing day.	TBD in mid-December for set up and packing of backpacks		Sandi Dlugonski 4 th Grade Teacher sdlugonski@schooloftheincarnation.org
Father-Daughter Dance	PreK-5th grade father/daughter dance @ SOTI. Assist with coordinating DJ, craft table, snacks and decorations.	Date TBD		

Committee or Activity	2022-2023 VOLUNTEER ACTIVITY DESCRIPTION	Time Commitment	At Home	Chair/Point of Contact/Email
Teacher Appreciation Luncheon	Assist in annual Teacher Appreciation Luncheon honoring our teachers and staff; prepare dishes, set-up, decorations, assist as lunchroom or recess monitors, hosting luncheon, or clean up	Varying time slots on January 31st 2023 from 9am to 2pm.		
Uniform Exchange	Sale or exchange of gently used uniforms held prior to quarterly HSA Parent meetings; assist with collection, inspection, and organization of uniforms; assist during sales events	Ongoing during the school year during Parent Socials and other dates based on school community need.		Jennifer Bost Parent Chairperson jenstiehl@hotmail.com
Field Day	Day of outdoor fun and competition for 1 st -7 th grades; assist with various games and activities throughout the day	Wednesday, June 7 th from 8:30am-12:15pm		Keith Smith PE Teacher kbsmith@schooloftheincarnation.org
Lunch/Recess Monitor	Adult supervision in the cafeteria and/or recess to assist staff (PreK through 2 nd Grade)	Lunch time varies by grade		Email your child's homeroom teacher to schedule days/times
Pre-K Nap Helper	Adult supervision during Pre-K nap time to enable teachers to take lunch or work on instructional items	Times vary. Contact Pre-K teacher to schedule		Email your child's homeroom teacher to schedule days/times
Science Fair	Assist Middle School Science teachers with set up/monitoring etc of Middle School Science Fair	Time slots during Spring Science Fair		Middle School Science Teachers

SAVE THE DATE!!!

School of the Incarnation PAC presents our annual



Friday October 21st

6:30 p.m.-8:00 p.m.

\$20 per car

Kids of all ages are invited to join us for a Spooktakular evening of safe Halloween fun!

- Trick or treating from the trunks of decorated cars
- DJ and Photo Booth
- Prizes for best costumes and decorated cars
- Purchase a large pizza for \$15 (advanced purchase required)

Ticket purchase information to follow!



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 _____