

# School of the Incarnation Newsletter

September 5, 2019

Friday, September 6 <sup>th</sup> :	First full day for kindergarten students
Tuesday, September 10 <sup>th</sup> :	Back-to-School Night Grades 4, 5, 7 and 8 - 6:30 to 8:30 PM
Wednesday, September 11 <sup>th</sup> :	Tag Day – see details below
Thursday, September 12 <sup>th</sup> :	Back-to-School Night Grades 1, 2 and 3 - 6:30 to 8:30 PM
Tuesday, September 17 <sup>th</sup> :	Individual Student Pictures Grade PreK- 4 – starting at 8:30 AM 8 <sup>th</sup> Grade Parent Information Night 6:30 – 8:30 PM
Wednesday, September 18 <sup>th</sup> :	Individual Student Pictures Grades 5 – 7 and 8 <sup>th</sup> Grade Cap & Gown
Thursday, September 19 <sup>th</sup> :	School Liturgy 9:50 AM
Friday, September 20 <sup>th</sup> :	Spirit Wear Day – see details below
Wednesday, September 25 <sup>th</sup> :	4 <sup>th</sup> Grade Field Trip – Annapolis 8:00 AM – 2:00 PM
Friday, September 27 <sup>th</sup> :	6 <sup>th</sup> Grade Field Trip – Biz Town 8:30 AM – 2:45 PM
September 30 – October 4:	Scholastic Book Fair Preview Week
Tuesday, October 1 <sup>st</sup> :	HSA Informative Social 7:00 PM
Wednesday, October 2 <sup>nd</sup> :	2 <sup>nd</sup> Grade Field Trip – Kenney/Shallow Homeroom – Jug Bay 8:30 AM – 2:30 PM
Thursday, October 3 <sup>rd</sup> :	2 <sup>nd</sup> Grade Field Trip - Richards – Jug Bay 8:30 AM – 2:30 PM ACRE testing – Grade 8
Friday, October 4 <sup>th</sup> :	Spirit Wear Day/Homecoming/Oktober Fest – see newsletter for more information



## From the Principal's Desk

Dear Parents,

Welcome back! We are so happy to welcome all of our PK students today as they join us as a whole group today, and we look forward to having all of our kindergarten students together tomorrow. Our school family will be complete! It has been a wonderful week!

Looking back over the summer and looking to the immediate future, we are excited about the year and all the good that has been accomplished and will continue through the next 10 months. To date this school year we have:

- Welcomed 123 new students
- Added 7 new members to our faculty and staff team
- Added an auxiliary services coordinator to our school team to oversee our after school enrichment programs
- Launched the Beyond Program with added opportunities for after school enrichment to include all grade levels
- Created an HOV lane for carpools at dismissal and made adjustments to the dismissal process to enhance safety and efficiency
- Hosted our first ever National Night Out in August
- Increased school visibility with new signs on Waugh Chapel - with two more to come on Rt. 3.
- Welcomed families to "Sneak-a-Peak" of classrooms, meet teachers, and catch up with friends the week before school started
- Re-structured our resource department to increase personnel availability and provide more services inside the classroom
- Adopted and introduced the RISE program in our elementary grades to provide early intervention to students which will yield life-long benefits in reading and literacy.
- Collaborated with parishes and welcomed parishes at Sneak-a-Peek, Back to School Nights, and HSA meetings
- Restructured our ESP program to create multi-age "families" and a more consistent schedule and structure
- Held professional development training for ESP program staff
- Adopted a focus on writing across the school through the Writing Fundamentals program with two planned "writers circles" and a school-wide publishing party.
- Kicked off the strategic planning process which will be facilitated by the Institute for School and Parish Development (ISPD) over the next several months and will involve all school stakeholders
- Created a spirit wear dress code and introduced school spirit wear days throughout the year to showcase SOTI pride
- Replaced the school's phone/public address system
- Converted the dry pipe sprinkler system (which would burst the pipes each winter) to a nitrogen based system
- Planned our first homecoming in October! See the attached flyer for details.

Phew...that's a long list! Mr. Lorenz and I are looking forward to seeing many of you next week at back to school nights. We will share more details about some of the programs during our presentation at the beginning of each night. See you then.

In Christ,  
Ms. Baker

### **Needed**

Mrs. Harper is looking for an accompanist/pianist to play for Concert Choir and Musical Theatre. Please contact her at [bharper@schooloftheincarnation.org](mailto:bharper@schooloftheincarnation.org) if you are interested in volunteering or would like more information before volunteering.

### **Back to School Nights**

Parents are invited to meet with classroom teachers, Ms. Baker and Mr. Lorenz on Tuesday, September 10th at 6:30 PM for Grades 4, 5, 7, 8 and Thursday, September 12th at 6:30 PM for Grades 1, 2, 3. This program is limited to parents only (no students please) due to available seating in the classrooms.

### **Tag Day – Wednesday, September 11th**

Wednesday, September 11th will be a Tag Day. Students may dress out of uniform. The theme is "Patriotic" and students are asked to wear red, white and blue. Students who have PE on Wednesdays must wear sneakers. The cost to dress out-of-uniform is \$1 – dollar bills only please – no coins. The money collected will be donated to the Wounded Warrior Project. Please remember the following may **not** be worn:

- Ripped jeans, short shorts or yoga pants
- Tank tops or camisoles
- Flip-flops or open toed- sandals
- Inappropriate logo/phrases on shirts
- Skirts shorter than 2" above the knee unless worn with leggings or tights

### **Beyond Program News**

Thank you for the overwhelming number of responses for pre-registration! At this time, the Trimester 1 interest form has been closed. Please look for information regarding Trimester 2/winter offerings in the near future.

We are excited that so many are interested in the various programs and look forward to a great start to the year. Based on the specific groups or clubs each child was interested in, more details related to it/them will be sent to those families by the end of next week. Some groups/clubs already have moderators and will have their first meeting in the next week or two. Others, especially Destination Imagination and Catholic Robotics/FIRST Lego League which had the highest numbers of responses, are projected to begin by mid-October.

Due to a lack of interest, the middle school co-ed soccer club will not be able to launch at this time. We are still hoping to gain more interest in forming a co-ed volleyball club. If your middle school student is interested and you have not filled out the form, please email Miss Santini directly. We will need to make a decision by this Monday.

\*\*\*Volunteers still needed\*\*\*

In order to provide the opportunity for all those who would like to participate, we are still in need of many volunteers. If you (or another family member who is VIRTUS certified) can help with any of the following, please send Miss Santini an email ASAP and include which day(s) of the week works best for you. Most clubs or teams meet from 3:15-4:30 PM one day per week. However, alternate times can be considered.

***FYI: Destination Imagination and Lego Leagues programs are team based, continue through Trimester 2, and run until at least March when regional and state tournaments take place.***

- Destination Imagination Rising Stars (needs at least 4 adults)
- Destination Imagination middle school (needs 1 more)
- Lego Junior League (needs at least 7)
- Lego League (needs at least 4)
- Knights on a Mission (needs 3-5, could be on a rotating basis)
- Chess Club (needs 2)
- Coding (needs 2)
- Knightly Readers (needs 1 more)
- Guys on the Go (needs 2)

If you are hesitant to volunteer or are nervous about it, please reach out to me and we can figure it out together. It truly is a rewarding experience to work with our students! Email me at [asantini@schooloftheincarnation.org](mailto:asantini@schooloftheincarnation.org)

### **SAVE THE DATE FOR HOMECOMING & OKTOBERFEST** - October 4th, 2019

Join us on October 4th for our family friendly Homecoming and Oktoberfest. There will be fun, food, and games for everyone in the family to enjoy! Festivities will start with home soccer games. Come cheer on the Knights! See the attached save the date flyer and stay tuned for more details.



### **Message from the Cafeteria – Please add funds to your child's lunch account!!**

We will again be instituting a Lunch Account Debit System in the cafeteria this year whereby each student and staff member will have their own account number for purchases. Teachers have been given the list of lunch account numbers for all students in their homeroom, new and returning. The amount you put on the Debit System will be at your own discretion depending on your child's anticipated purchases. We accept checks payable to: Tommy, or cash in an envelope with your child's name or lunch account number for proper credit, or online payment via PayPal. Just a friendly reminder that PayPal charges a fee, not Tommy's. Go to [www.paypal.com](http://www.paypal.com) - our merchant name is [lunch@schooloftheincarnation.org](mailto:lunch@schooloftheincarnation.org). There will be NO CASH sales at the cash register. We would greatly appreciate that all accounts remain current, as this is a Debit Account System and not a Credit Account. Lunch account history and account balance can be viewed at [www.mymealmoney.com](http://www.mymealmoney.com) All purchases remain on the system for 30 days.

### **Girls on the Run Fall Season begins soon, and needs your help! – corrected registration website below**

Girls on the Run (GOTR) is an after school program for girls in grades 3 through 5, and meets on Tuesday's and Thursday's from 3 to 4:15 PM. GOTR integrates fun, friendship, and important life skills all while training for a noncompetitive 5K run. The fall session will begin on Tuesday, September 17. Registration begins on September 2 – visit <https://www.gotrchesapeake.org/> to register. We are also in need of some parent volunteers to help coach - if you are interested, please email Sarah Spaulding at [sspaulding@schooloftheincarnation.org](mailto:sspaulding@schooloftheincarnation.org)

### **Spirit Wear Day – Friday, September 20<sup>th</sup> (and Friday, October 4<sup>th</sup>)**

Our first Spirit Wear Day is Friday, September 20<sup>th</sup>. 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.
- Shorts may be worn from August-November 4<sup>th</sup> and April-1<sup>st</sup>-June. Hair may not be dyed or combed in an unusual fashion.
- 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.
- 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.

### **Student Council Information**

Students interested in becoming Student Council Officers should apply September 9<sup>th</sup>-16<sup>th</sup>. Completed application packet is due by September 16<sup>th</sup>. Speeches will be heard on September 18<sup>th</sup> and elections will be held on September 20<sup>th</sup>.

Homeroom Student Council Representatives should apply September 23 – 30<sup>th</sup>. Completed application packet must be received by September 30<sup>th</sup>.

Please see or email Mrs. Conti – [aconti@schooloftheincarnation.org](mailto:aconti@schooloftheincarnation.org) or Ms. Rich – [rich@schooloftheincarnation.org](mailto:rich@schooloftheincarnation.org) for more information.

### **School of the Incarnation HSA Facebook**

It's official! The HSA has a Facebook group under the school page. As a parent of the school, you are welcome to join. Request to be added to the group, School of the Incarnation HSA. See everyone on Facebook!

SAVE THE DATE



SCHOOL OF THE  
INCARNATION

# HOMECOMING & OKTOBERFEST

**Come feel the fall vibes  
and celebrate your  
School of the Incarnation  
pride with families and  
friends!**

October 4, 2019

Stein Athletic Field

MORE DETAILS COMING SOON

# **School of the Incarnation**

## **Very Important Parent (V.I.P.) Volunteer Program**

### **Objective**

The Program gives parents, friends and alumni of the School of the Incarnation an opportunity to get involved in various activities and events that support our school community

### **Why V.I.P.?**

Parents are an important part of the School of the Incarnation. Volunteering for the school is also very important for the school.

### **Goals**

- Create a sense of community among the staff, parents, friends, family and alumni of the School of the Incarnation
- Meet and befriend other parents, staff and students of SOTI
- Help with fundraising efforts
- Be an example to your children
- Have fun
- Improve or increase the programs and activities available to our students

### **How the Program Works**

Any parent, alumni of the school, or family member of a student (current or graduated) or alumni is eligible to be a VIP. VIPs must be VIRTUS certified per the Archdiocese of Baltimore. If you are not sure if you are certified or your certification has expired, please contact Jackie Haslinger ([jhaslinger@schooloftheincarnation.org](mailto:jhaslinger@schooloftheincarnation.org)).

To assist our Committee Chairpersons with managing and organizing their events and activities, we ask that volunteers sign-up for opportunities by typing this URL (<https://forms.gle/jiT5yVMfB7GAtR77>). A volunteer may sign-up for one or more opportunities of interest and will be contacted by the Committee Chairperson or POC to get started. Periodically, throughout the school year, an additional link asking for more volunteers may be included in the newsletter and school social media if we do not have enough volunteers for an event.

VIPs who volunteer during school hours will check-in with the receptionist or front office when she or he arrives at school. She/he will be given a badge (sticker) to wear while volunteering and asked the purpose for her/his visit. The school's check-in security system allows the front office staff to capture hours for a particular volunteer category.

When the VIP leaves, she/he will return the badge so the office staff can log-out the volunteer and capture the correct number of volunteer hours.

VIPs who volunteer time during non-school hours (IE – event planning meeting, carpooling students to an away game, etc.) will complete the online Volunteer Form found on the HSA website page (<https://www.schooloftheincarnation.org/resources/home-school-association>). Please round volunteer time to the nearest 30 minutes (IE – 2.75 hours is entered as 3 hours, 1hr 10 minutes would be 1hr, 1hr 30 minutes is 1.5hrs). The form will automatically email to the VIP Volunteer Committee Chairperson when it is complete and submitted. These hours will be inputted into a spreadsheet to be consolidated with the in-school volunteer hours.

### **Incentives**

For each activity or event that a VIP volunteers in a month, a red ticket will be entered into that month's drawing for Volunteer of the Month. On the last Friday of the month, when the blue ticket (student) and gold ticket (faculty) winners are drawn, a red ticket (volunteer) winner will also be drawn and announced. Volunteers will be notified and can select a gift card of their choice.

Each month, the pool of red ticket winners will change based on volunteer levels for that month. Red tickets will not carry over from month to month.

The Volunteer Committee Chairperson will maintain a cumulative total of hours by volunteer and credit those volunteer hours to the classroom(s) in which the volunteer has children. For example, a parent (or grandparent) who has three children in three different grades at SOTI will receive credit in all three classrooms for volunteering time with the school. The exception would be for a class-specific activity or event such as a class party or field trip. The classroom with the highest amount of volunteer hours for the school year will win an ice cream sundae party at the end of the school year.

### **Questions regarding the VIP Volunteer Program**

Please contact our VIP Volunteer Committee Chairperson, Nicole Murphy at [naguiar6@hotmail.com](mailto:naguiar6@hotmail.com).

## School Directory 2019/2020

Please complete the form below **if you do NOT wish to have your 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](mailto:jravell@schooloftheincarnation.org) **by the Friday, September 6th.**

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**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 \_\_\_\_\_

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Name       Address       Phone Number

Family Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_



# 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.

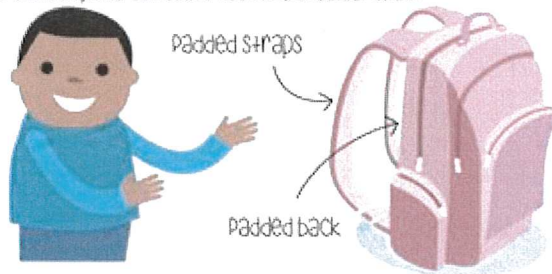
**Signature** \_\_\_\_\_

<p><b>-Office use only-</b> Form submission date _____ Contact date _____ Enrollment date _____ \$250 tuition credit date _____</p>
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## 8 TIPS FOR SAFE BACKPACK USE

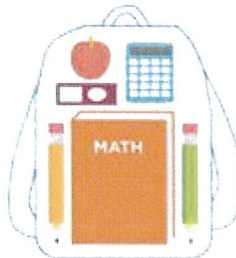
- 1** Choose a backpack with two wide, padded straps and a padded back for increased comfort. Narrow straps can dig into shoulders. Single straps put too much weight on one side of the body and can cause neck and shoulder strain.



- 2** Make sure a loaded backpack is no more than 10-15% of your child's body weight. Use a bathroom scale to double check.



- 3** Distribute the weight evenly. A waist belt on the backpack will help distribute the weight across the body. Use multiple compartments to spread the load out evenly. Put the heaviest items closest to the center of the back.



- 4** Ensure a proper fit. Make sure your child uses both straps and they are tight enough that the backpack fits close to the body. The backpack should rest evenly in the middle of the back and not sag below the buttocks or pull the child backward.



- 5** Avoid packs on wheels. While this may seem like a good idea since your child won't have to carry it, they're difficult to use on stairs and in the snow. Some schools don't allow them, although kids may be permitted to use them following back surgery.



- 7** Help your child get organized. If your child is carrying an excessive load, help her get organized so she only brings home the books she needs or isn't carrying unnecessary items.

- 6** Make sure your child participates in active play every day and maintains a healthy weight, which will help reduce the risk of muscle strain.



**8**

- Encourage your child to use his locker or desk throughout the day, instead of carrying everything with him.

