

School of the Incarnation Newsletter

Thursday, April 10, 2025

Friday, April 11th:	Spirit Wear Day 2nd Gr. Field Trip - Chesapeake Arts Center 9:00 AM - Noon PAC Mother/Son Event 6:00 - 8:00 PM - ticket link below
Monday, April 14th:	House Meeting Day - students may wear their house color
Wednesday, April 16th:	Feast Day celebration of St. Kateri Tekakwitha: out-of-uniform day for Purple House members only Stations of the Cross presented by the 8th Grade 7:00 PM
Thursday, April 17th:	½ Day (Noon) Dismissal - ESP closes at 4:00 PM
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 & the Beast</i> 7:00 PM
Saturday, May 17th:	Theater Club Spring Musical - <i>Beauty & the Beast</i> 7:00 PM
Wednesday, May 22nd:	NJHS Induction Ceremony 7:00 PM
Thursday, May 23rd:	School Mass for students in Grades PreK - 2 10:00 AM



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

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](#).



Spring Art Club for 3rd through 5th grade students

Classes will be held on Tuesdays, 3:00-4:15 PM on the following dates: April 15th, April 29th, May 6th, May 13th, May 20th, and May 27th. Instruction and supplies for projects will be provided. Interested in signing up?

Click this link to register: [3rd-5th Grade Art Club Spring 2025](#)



Spring Art Club for 6th through 8th grade students

Classes will be held on Wednesdays, 3:00-4:15 PM on the following dates: April 16th, April 30th, May 7th, May 14th, May 21st and May 28th. Instruction and supplies for projects will be provided. Interested in signing up?

Click this link to register: [Middle School Art Club Spring 2025](#)

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

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](#)

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.

The 2025 Gala - Friday, May 9th

Ticket sales for the highly anticipated 2025 Gala are live! This year's event promises to be an unforgettable evening, and we can't wait to celebrate with you! Don't miss out on this incredible event. Secure your tickets [here](#) and join us at The Westin in Annapolis for an evening of fun, entertainment, and community support.



Sponsorships are 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.

House Feast Day Celebrations

Wednesday, April 16th-

Thursday, April 17th is the Feast Day of **St. Kateri Tekakwitha**. Her Feast Day will be observed on Wednesday, April 16th and students who are members of her house (Purple House) may dress out-of-uniform. Students must wear the color **PURPLE**. Students who have PE must wear sneakers. Please refer to the Parent/Student Handbook for out-of-uniform guidelines.

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>

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



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

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 for more information.



BEYOND PROGRAM INFORMATION

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



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



Parent Advisory Council News

Mother Son Game Night

Please join us and enjoy a glowing night of games and fun in Marian Hall!

Date: Friday, April 11, 2025

Time: 6:00 - 8:00 PM

Tickets: \$12 per person

Click this link to purchase tickets: [Mother Son Game Night Tickets 2025](https://www.signupgenius.com/go/4090B4EA8AE2DA2F49-55962769-motherson)

We are still looking for volunteer assistance, calling all Dads and middle school students looking to earn service hours. Please consider helping to make this event a success again!

<https://www.signupgenius.com/go/4090B4EA8AE2DA2F49-55962769-motherson>

Parent Advisory Council

Do you have questions or ideas? Please email the PAC at 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!

Community News

Easter Egg Hunt

Calling all Children! Join us for the Holy Family Easter Egg Hunt on Saturday, April 12th, at Noon in the rear parking lot behind the church. All elementary school students and their families are invited to join us for pictures with the Easter Bunny, crafts, snacks, and of course the egg hunt! Remember to bring your own basket to join in the fun. Need service hours? Volunteers are welcome! Please see the attached flyer. Contact Cyndi Zajic for more information at familyministry@hfccmail.org.

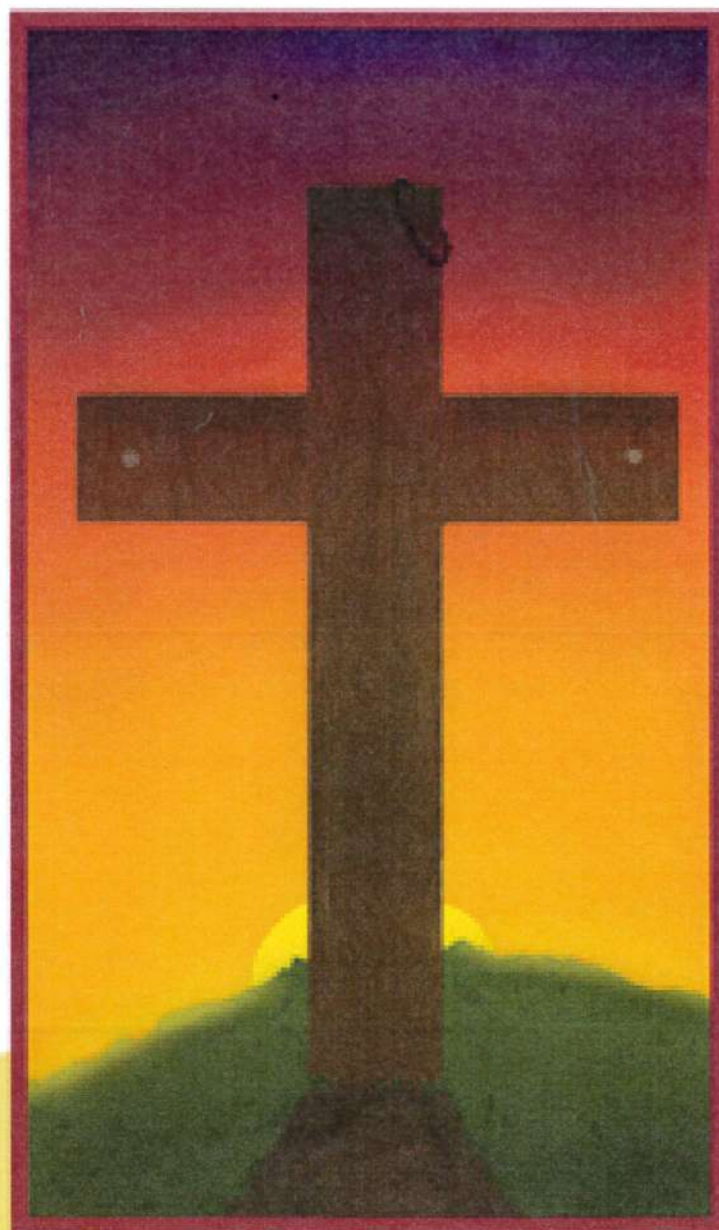


School of The Incarnation

Class of 2025

Live Stations of The Cross

*Address:
Marian Hall
2601
Symphony
Lane
Gambrills, MD*



*Please join us
for a prayerful
experience as
we enter Holy
Week*

7:00 PM, April 16th

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.

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

Warm regards,
Meghan Brown
Development Office
School of the Incarnation

Phone

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

Web

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

Phone

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

Web

www.schooloftheincarnation.org

Address

2601 Symphony Lane
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

Phone

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

Web

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. All artwork should be submitted electronically as a high resolution file.

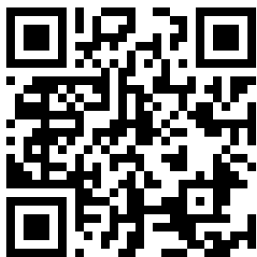
- | | | | |
|--|---------|---|---------|
| <input type="checkbox"/> Gold Sponsor | \$6,000 | <input type="checkbox"/> Maroon Sponsor | \$3,000 |
| <input type="checkbox"/> Entertainment Sponsor | \$3,000 | <input type="checkbox"/> Paddle Sponsor | \$2,500 |
| <input type="checkbox"/> Incarnation Sponsor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

Thank You For Your Support of our School!

Job Opening: School Cafeteria Worker

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

Holy Family Catholic Church

EASTER

Egg hunt

Come Join us on

Saturday, April 12th

12:00 noon

Rear Parking Lot

for some egg-citing fun!

**YOUTH SERVICE HOURS
OPPORTUNITY!!!**

**Any questions contact Cyndi Zajic at
familyministry@hfccmail.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 _____