



Office of Catholic Schools Newsletter

CATHOLIC SCHOOLS
Education for a Lifetime

Archdiocese of Hartford

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The Office of Catholic Schools wishes you a very Merry Christmas and a Happy New Year!



OFFICE OF CATHOLIC SCHOOLS WEBSITE:
www.adh-ocs.org

SUPERINTENDENT'S MESSAGE

"LIGHT THE WAY" is such a fitting quotation as we continue our Advent journey, prepare for the joyous season of Christmas, and chime in the new year with Catholic Schools month.

Our Catholic schools have a tremendous opportunity during the month of January for spotlighting and sharing the many ways we *light the way* for our students. During this month schools are mindful in acknowledging all those who labor to provide spiritual nourishment, academic opportunities, and leadership. In addition we extend our gratefulness for all those who contribute to Catholic school education with their time, talents and treasures. Catholic Schools month reminds us that we are called to be beacons, lighting the way for younger generations to reach moral maturity. In this way they become productive and faithful citizens in a global and technological society.

We, in the Office of Catholic Schools, look forward to the many ways your school will light the way in the month of January. Utilizing and maximizing the school website, welcoming guests into the school, celebrating your community and its distinct uniqueness, are but a few ways to make your Catholic school a radiant light for all.

On January 27, 2008, Archbishop Henry J. Mansell will preside at a special Mass recognizing all seventy Catholic schools in the Archdiocese of Hartford (parish, inter-parish, archdiocesan, and private) at 2PM at St. Joseph Cathedral in Hartford. We look forward to your schools representation and participation. Many dignitaries have been invited to celebrate with us on this special day.

Finally, I extend my best wishes to you for a happy and holy Christmas. May you celebrate the Christ child knowing He is THE WAY, THE TRUTH, AND THE LIGHT for us all. May you have a restful break, enjoying your Christmas with family and friends. Merry Christmas!

ANNOUNCEMENTS

Congratulations to:

Pamela Trotman Reid, Ph.D., currently Provost and Executive Vice President at Roosevelt University in Chicago, who has been named the 8th President and Chief Executive of Saint Joseph College, West Hartford.

ADMINISTRATION

Office of Catholic Schools Newsletter: The next electronic newsletter will be sent out and posted onto the OCS website on January 15, 2008.

NCEA (National Catholic Educational Association) Convention Registration: A special reduction in price is given for group pre-registration for the NCEA Convention. A group of at least five educators is eligible for the discount rate for those registration forms received by the NCEA by February 15, 2007. Please complete the registration form that was mailed to you directly from NCEA, and mail it along with your payment to Sr. Loretta Francis Mann at the Office of Catholic Schools no later than Thursday, January 31, 2008.

International Students: In our schools, we have a number of international students attending under F-1 visas. Some of these students may be planning to travel home for the holidays. Any principals with students under F-1 visas are asked to confirm the students' return with Larry Duffany after the holidays.

CURRICULUM

Creating Schools That Learn: In our united commitment to student learning, it is our goal to support your efforts to build professional learning communities in your schools. "As an organizational arrangement, the professional learning community is seen as a powerful staff-development approach and a potent strategy for school change and improvement" (Hord, 1997). As we share a vision of working and learning collaboratively for the benefit of student achievement and school improvement, we are truly living our mission as a Catholic school.

The following links may be helpful resources that you can incorporate in your department meetings and/or learning communities in your schools:

- **Math Solutions: K-8 Grade Online Newsletter:** This newsletter is for math educators and provides free classroom lessons, articles to keep math teachers current on news and best practices, and opportunities to dialogue with math teachers throughout the country. It is available each quarter. www.mathsolutions.com
- **Annenberg Foundation:** Annenberg Media uses media and telecommunications to advance excellent teaching in American schools. This mandate is carried out chiefly by the funding and broad distribution of educational video programs with coordinated website and print materials for the professional development of **K-12** teachers. It is part of [The Annenberg Foundation](#) and

advances the Foundation's goal of encouraging the development of more effective ways to share ideas and knowledge. www.whannenberg.org

- **School Improvement Network:** Provides wonderful resources for helping schools increase learning from kindergarten through grade 12. www.schoolimprovementnetwork.com

Differentiating Instruction: One of the more daunting challenges of differentiating instruction is making it work in a whole-group setting in grades 7 through 12. Educator and author, Betty Hollas, has mastered this technique and will be presenting in Norwalk, CT on March 27. This conference is sponsored by the Staff Development for Educators (SDE). You will receive a free copy of her book with your paid registration. For registration information, go to www.SDE.com/REGISTER.

SCHOOL ADVANCEMENT

High School Collection: The 2008 High School Collection benefiting our Catholic secondary schools will take place in all parishes of the Archdiocese of Hartford on the weekend of January 19 and 20. Parishes have been asked to promote the Collection in their bulletins and to display the annual poster for their parishioners. In order to bring even more attention to the Collection and to assist us in meeting our ambitious goal of \$300,000, we will be sending two copies of the High School Collection poster to each of our schools. We ask principals and presidents to display the posters in a visible area throughout the weeks prior to January 19.

IRA Rollover Extension: On November 9th, the House of Representatives passed legislation extending the Temporary Tax Relief Act of 2007 (H.R. 3996) allowing donors to make a tax-free rollover from an IRA to a charity for an additional year until Dec. 31, 2008. **Unfortunately**, the Senate version of the bill eliminated the IRA Rollover provision, and the House's recent counterproposal does **NOT** include the Rollover provision either. Under the current provision which expires December 31, 2007, donors of 70.5 years of age may make a gift of up to \$100,000 from their IRA (or Roth IRA) directly to a charity with no tax implications (no planned or deferred gifts.) Since it was enacted into law in 2006, the IRA Rollover provision has brought in more than \$111 million to the charitable sector. The Association of Fund Raising Professionals is urging charities to contact their Congressional representatives to express support for the one-year extension of the Rollover provision in order to support the altruistic missions of charities and give them more time to increase public awareness of the provision

SCHOOL FINANCES

Preliminary Elementary Budget Template: A slightly modified budget template for 2008/2009 will be posted to the Office of Catholic Schools' website in early January along with supporting documents.

Note Change in Time: Finance Workshops to be held in Spring 2008: Due to scheduling issues, the Finance Workshops initially planned for early January 2008 will be moved to the spring. These workshops are for the individuals who are in charge of the accounting for your school. The workshops will take place at various locations throughout the Archdiocese for the purpose of transitioning from a "cash basis" method of accounting to an "accrual" method in order to insure that ALL income and ALL expenses applicable to a given school year are recorded in THAT school year. This change will not dramatically affect the way the principal and school board prepares the school budget.

Possible Electricity Savings through CREC: Ed Arum (our CREC bulk buying representative) and James Carroll of World Energy may be contacting you. CL&P has a pending 22% increase in electricity. We must be proactive in searching for alternative suppliers. All you need to do is give them a copy of your latest electric bill. **There is no obligation related to this process.** Through these efforts, we are trying to lower the effect of future cost increases and stabilize our electrical costs.

CALENDAR

*Additions since the last Office of Catholic Schools (OCS) Newsletter

Due Dates

- Past Due** **AAA Elementary Tuition Assistance Accountability Report (2007-2008)** to Dale R. Hoyt
- Past Due** **CSSP Archdiocesan High School and Elementary Tuition Assistance Accountability Report (2007-2008)** to Dale R. Hoyt
- Past Due** **Cathedral Liturgy (January 27th) Response Forms** to Sister Loretta Francis Mann

Upcoming Events

December

- 25** **Christmas Day** (Office of Catholic Schools Closed)
- 26** **Holiday** (Office of Catholic Schools Closed)

January*

- 1 – 31** **Catholic Schools Month**
- 1** **New Year's Day** (Office of Catholic Schools Closed)
- 7** **Archdiocesan School Board Meeting**, Office of Catholic Schools, 6:30 p.m.
- 16** **High School Administrators Meeting**, Office of Catholic Schools, 11:00 a.m. to 2:00 p.m. *(Includes Lunch)*
- 19 & 20** **High School Collection** in all parishes of the Archdiocese of Hartford
- 21** **Martin Luther King Day** (Office of Catholic Schools Closed)
- 27** **Cathedral Liturgy**, Cathedral of St. Joseph, Hartford, 2:00 p.m.

Catholic Social Teaching

Option for the Poor and Vulnerable: A basic moral test is how our most vulnerable members are faring. In a society marred by deepening divisions between rich and poor, our tradition recalls the story of the Last Judgment (Mt 25:31-46) and instructs us to put the needs of the poor and vulnerable first.

— United States Catholic Conference of Bishops

The information in this newsletter is for the use of the administrators, pastors, faculty, and boards. Principals are requested to forward information to appropriate persons. Requests for inserts into the OCS Newsletter can be made to Gayle Keene, Administrative Assistant to the Superintendent, gkeene@adh-ocs.org.