



# Office of Catholic Schools Newsletter

## CATHOLIC SCHOOLS Education for a Lifetime

Archdiocese of Hartford

**AUGUST 15, 2007**  
**VOLUME 4, NUMBER 13**

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*The mission of the Office of Catholic Schools is to further the advancement of Catholic education for students in the Archdiocese of Hartford by providing service, support, guidance, and direction to pastors, presidents, principals, teachers, boards, parents, and other stakeholders of Catholic schools.*

**OFFICE OF CATHOLIC SCHOOLS**  
**WEBSITE: [www.adh-ocs.org](http://www.adh-ocs.org)**

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### **SUPERINTENDENT'S MESSAGE**

It was, indeed, a memorable time praying, reflecting, and sharing with each of you during the 2007 *Administrators' Convocation* earlier this week. I am deeply grateful to Archbishop Henry J. Mansell who so willingly avails himself to us by presiding at liturgy, and who looks forward to joining us for dinner each year at our *Convocation*.

As we begin this new school year, my prayer for you is adapted from the *Canticle of Brother Sun* by St. Francis of Assisi. I've renamed it the *Canticle of Leadership*, and it is written for the presidents and principals with much gratitude and appreciation for their willingness to serve in Catholic school education in the Archdiocese of Hartford.

*Most high, all-powerful, all good Lord, all praise is Yours – all glory, all honor, and all blessing. To You, alone, Most High, do they belong. No mortal lips are worthy to pronounce Your name.*

*Be praised, my Lord, through all Your educators, especially those in administration, who bring leadership and example; who give light to our schools through their service. They are the ones who foster faith and learning, care and guidance.*

*Be praised, my Lord, through all those who heal; through [Kathleen Molner](#), [Annette Vasaturo](#), [Maria Testa](#), [Sr. Dolores Ungerer](#), [Catherine Fiorino](#), [Joan Murphy](#), [Jo-Ann Gauger](#), [Janet Curry](#), [Steve Balkun](#), and [Patricia Devanney](#). They bring peace and harmony to conflict and pain; in our schools, You have made them precious and essential.*

*Be praised, my Lord, through all those who are persuasive and who motivate others for Your good; through [Sr. Marie Joann Lewko](#), [Marguerite Ouellette](#), [Sr. Alma Sakowicz](#), [Patricia O'Neil-Tiezzi](#), [John Petto](#), and [Margie Williamson](#). They are the driving force behind all our endeavors; in our*

*schools, You have made them gentle and kind.*

*Be praised, My Lord, through all those who are flexible; through Virginia Gore, Donald Bellizzi, and MaryPat Wirkus. They can provide alternatives and options in the face of obstacles; in our schools, they provide pathways to reach our goals.*

*Be praised, my Lord, through all those who listen; those who provide an ear to hear and a spirit to reflect; through Sr. Christina Joseph Dolan, Sr. Francine Mary Sousa, Patricia Kanute, Dennis Beaupre, Joe Kenny, and Ardell Bartolotta. They provide compassion and a voice for all; in our schools, they are most valued and appreciated.*

*Be praised, my Lord, through all musicians; through Henry Schnakenberg and Christian Cashman. Like David and Cecilia, they sing our praise and gratitude on flute and harp; in our schools, they are our song of joy and prayer, which rises to You.*

*Be praised, my Lord, through all those who are new; through Margaret Whalen, Donna Doherty, Sr. Maureen Fitzgerald, Mary McKone, Marie Gannatti, Paul De Fonzo, Patricia Martin, Sr. Colleen Smith, Tim McDonald, Patrick Clifford, and Antonio Rinaldi. They refresh us with their eagerness and innovation; their drive and dedication renews our own commitment to Your work; in our schools, they reflect promise for the future.*

*Be praised, my Lord, through all those who have foresight; through Donna Binkoski, Sharon Ashley Roberts, John Alfone, Gail Kingston, Peter Barile, Tom Maynard, Debbie Mainstruck, Anne Brophy, Sandy Murphy, Matt Fitzsimons, Br. James Branigan, Barbara Griffin, and Tom Sheehy III. It is through them that You brighten our way with vision and goals; in our schools, they provide clarity of purpose and hope.*

*Be praised, my Lord, through all those who are risk-takers; through Kathleen Madej, Mary Surowiecki, Rita Barry, Kathy Spencer, Carol Schweitzer, Sr. Marialice Ackermann, Julie Pion, Colleen DiSanto, and Father Timothy O'Brien. They dare to break open new ideas and opportunities, taking us to places of our imagination; in our schools, they bring boldness and possibilities.*

*Be praised, my Lord, through all those who are cheerful; through Robert Biancamano, Mary Macunas, Sr. Theresa Marie Grochowski, Norine McDermott, Frank Lacerenza, Margaret Carabelli, Sr. Kathleen Kelly, Eileen Sampiere, and Ann Pratson. They greet us with smiles and joy, reminding us to be enthusiastic and energetic about our work; in our schools, they bring us serenity and gratefulness for the goodness You do through us.*

*Be praised, my Lord, through all those who bring humor; through Mark Monnerat, Jackie Jennings, and George Claffey. It is they who remind us to laugh and learn just like our children; in our schools, they bring enjoyment and pleasure to all Your works.*

*Blessed be God for the gift of a team: Sr. Loretta Francis Mann, Maria Maynard, Larry Duffany, Anne Clubb, Valerie Mara, Ken Przysiecki, Carol Mack, Leslie Nelson, Diane Newell, Gayle Keene, Marilyn Dailey, Kathleen Baldwin, and Shirley Ziolkowski. Like Your chosen disciples, they too have the energy and enthusiasm to bring about Your Good News.*

*Blessed be Jesus, Teacher of teachers; thank you for the gift of servant leadership that provides the perseverance for me to lead the Catholic schools of the Archdiocese of Hartford.*

*Rejoice then all administrators and servants of our God, for as Christ is the radiant light for us, may our light shine forth as the Holy Spirit leads us to act justly, love tenderly, and walk by the light of our faith.*

*Praise and bless my Lord, and give thanks, and serve Him with great humility.*

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## ANNOUNCEMENTS

**Please pray for:**

**Paul Nelson** as he recovers from major surgery. Paul is the husband of Leslie Nelson, the Office Manager for the **Office of Catholic Schools**.

The speedy recovery of **Mary Jane Plante**, the former receptionist of the **Office of Catholic Schools**, who is hospitalized in South Carolina due to an illness.

**Transitions:** *The Office of Catholic Schools congratulates the following administrators in their new positions:*

Sr. Colleen Smith, ASCJ, Principal  
Timothy McDonald, President  
Antonio Rinaldi, Interim Principal  
Patrick Clifford, Principal

Sacred Heart Academy, Hamden  
Holy Cross High School, Waterbury  
Holy Cross High School, Waterbury  
Notre Dame High School, West Haven

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## ADMINISTRATION

**Plan Ahead for Catechetical Sunday – September 16, 2007:** The theme for this year's Catechetical Sunday is *Catechesis: Encountering the Living Christ*. USCCB has prepared a Catechetical Sunday book and a CD-ROM as resources for you to begin planning for this important celebration in the life of every parish. The book, *Celebrating Catechetical Sunday 2007*, is an excellent resource for the September 16<sup>th</sup> celebration itself; and the accompanying CD-ROM is a comprehensive resource for focusing on the 2007 theme throughout the year. For further information go to: <http://www.usccbpublishing.org/searchproducts.cfm> .

**Criminal Background Checks:** Please remember that all new personnel must be fingerprinted within 30 days of hire and that they should all go through the Virtus training program within the first six months of their employment.

**Faculty In-Service and Retreat Reports:** All in-service and retreat reports should be submitted within one week of the event. Please remember to check CEU information with Larry Duffany.

**2007 Catholic Youth Spectacular:** The youth are gathering again as the body of Christ in the Archdiocese of Hartford. Parishes, schools, scout troops, and CYO teams will spend the day with our

shepherd, Archbishop Henry J. Mansell to experience “big” church. The 2007 Catholic Youth Spectacular welcomes students in grades 7 – 12. The event will be held on the grounds of Quassy Amusement Park, rain or shine, on Sunday, October 14, 2007 from 12:00 noon – 7:30 p.m. The park will open at 11:00 a.m. Registration is from 11:00 – 11:45 a.m. Icebreaker and team building activities begin at noon.

The theme of the 2007 Catholic Youth Spectacular is *Living Water: Discover Jesus, the Way*. Water was often a place where God showed power, presence, preparation, and healing. Some examples of His presence are Moses and the parting of the Red Sea and Jesus at the start of His ministry. We will be gathering (much like the crowds at the Sea of Galilee) at Lake Quassapaug to encounter the living Christ in each other. *Discover the Way* is the name of the 2007 resource manual from The National Federation for Catholic Youth Ministry (NFCYM). A copy will be mailed to you upon receipt of your \$25.00 deposit and “intent to participate” form.

It is my hope that Catholic schools will be represented well at this SPECTACULAR event. For more information, please contact Shawnee Baldwin at the Office of Religious Education at 860.243.9465.

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## CURRICULUM

**Fall Professional Development Day:** We look forward to welcoming back to Bloomfield, Dr. Sarah Wannemuehler as the guest speaker for our fall professional development day at the Archdiocesan Center, St. Thomas Seminary on September 20 and 21. She will speak to all teachers on the topic, *Catholic School Law: What You Don't Know Can Hurt You*. Dr. Wannemuehler will address legal issues that can be commonly faced in Catholic schools. Districts 3, 6, & 7 will attend on Thursday, September 20, and Districts 1, 2, 4, & 5 will attend on Friday, September 21. (Note: Holy Trinity will attend on Friday.) If you haven't already responded with the number of attendants from your school, please fax this information ASAP to 860.242.8683 or email Valerie Mara at [VMara@adh-ocs.org](mailto:VMara@adh-ocs.org) so that we can provide refreshments and adequate seating for everyone. Thank you!

**Archdiocesan Curriculum Commission:** We are excited to initiate the Archdiocesan Curriculum Commission. This Commission will be composed of Chairs from the various curriculum strands. We encourage you to take part in what promises to be innovative discussions. We ask that you empower your teachers to volunteer to chair curriculum committees and take part in this Commission. This is an exciting step as we move forward in 2007-2008 to advance the tremendous work the 2006-2007 curriculum committees have accomplished. More information will follow in October.

**Religion, World Language, Fine Arts:** If these areas are your forte, please join us as we develop a groundbreaking work of research and formulate curriculum standards for the 2008-2009 school year.

**Technology:** A Technology Committee meeting is scheduled to convene September 13 here at the OCS from 3:00-4:30. Valeria Mara is pleased to chair this most innovative committee with our common purpose being to advance the integration of technology across all disciplines in all schools as part of our initiative to meet 21<sup>st</sup> century skill requirements. Present members can look for an invitation in the near future from the CIA Department. Any new member is fervently encouraged to attend as well. Together, we will enjoy refreshments and set new goals for the future.

**Building a Culture of Professional Learning in Your School Community:** The following literary resources provide a wealth of practical strategies for classroom application and may support your school goals for this coming school year:

- [Using Technology with Classroom Instruction That Works](#) by Howard Pitler, Elizabeth R. Hubbell, and Kim Malenoski (ASCD, [www.shopascd.org](http://www.shopascd.org) )
- [Designing Personalized Learning for Every Student](#) by Dianne L. Ferguson, Ginerva Ralph, and Gwen Meyer (ASCD, [www.shopascd.org](http://www.shopascd.org) )
- [Understanding by Design, Expanded 2<sup>nd</sup> Edition](#) by Grant Wiggins and Jay McTighe (ASCD)
- [Reflective Practice to Improve Schools](#) by Jennifer York-Barr, William A. Sommers, Gail S. Ghere, and Jo Monti (Corwin Press, [www.CorwinPress.com](http://www.CorwinPress.com) )

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### [SCHOOL ADVANCEMENT](#)

**HOPES is Turning 30!** We ask for your support as we honor the 30<sup>th</sup> anniversary of the *HOPES Dinner* and of the annual collection supporting our elementary schools. Please keep in mind the following requests:

- Elementary schools are encouraged to attend the “special anniversary edition” of the *HOPES Dinner* on September 23<sup>rd</sup>, which will celebrate our volunteers in a creative way.
- Elementary and secondary schools are asked to assist us in reaching our ambitious collection goal of \$300,000 (commemorating the 30<sup>th</sup> anniversary) by displaying the HOPES poster prominently in the schools.
- Elementary principals are urged to meet the deadlines established for the *HOPES Dinner*: Volunteer of the Year honoree names are due by **September 7<sup>th</sup>** and dinner reservations are due by **September 10<sup>th</sup>**.

Thanks for your support in these matters!

**“Double Your Dollars”:** The listing of those companies that match gifts to elementary schools will be distributed via email late in August. It will also be posted on the Administrative Log-In page of the OCS website.

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### [SCHOOL FINANCES](#)

**Final Elementary Budget Template for 2007/2008:** This template (and supporting documents) has been posted to the administrative login page of the Office of Catholic Schools website. There are minimal changes and most of them are variance calculations that compare past data with current, which computes automatically. It is our continuing goal to provide you with better tools to assist in the preparation of your school budget. Please **DO NOT** use any earlier versions of the *Final Elementary Budget*. If you should have questions or any problems downloading this data, please call Ken Przysiecki, CPA, Director of School Finances at 860.242.4362, ext. 124.

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### [CALENDAR](#)

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

## Due Dates

### August

- Now Due** 2007 Catholic Youth Spectacular Intent to Participate form and \$25 Fee due to Shawnee Baldwin, Office of Religious Education
- Now Due** Schools Facilities Assessment Report 2007 due to Dale R. Hoyt
- Now Due** Report of Personnel Hired – due to Sister Loretta Francis upon hiring teachers
- Now Due** 2007 – 2008 Elementary School Advancement Plans due to Anne Clubb, School Advancement
- Now Due** RSVP Archdiocesan School Board Social for August 25 due to Gayle Keene
- 31** 2007-2008 Goals for Elementary School Principals due to Sister Loretta Francis

### September\*

- 7** HOPES Volunteer of the Year Honoree names due to Anne Clubb, School Advancement
- 10** HOPES Dinner Reservations due to Anne Clubb
- 15** Recognition of Teachers' Service due to Sister Loretta Francis
- 28** High School Department Chairs form due to Valerie Mara
- 28** Elementary/Middle School Curriculum Coordinators form due to Valerie Mara
- 28** Curriculum Committee Volunteers form (elementary and secondary schools) due to Valerie Mara
- 28** Textbook Inventory due to Valerie Mara
- 30** BBP Attendance due to Larry Duffany
- 30** Vaccination Acceptance/Declination due to Larry Duffany

## Upcoming Events

### August

- 15** The Assumption of Mary (Holy Day)
- 20 – 21** New Teachers Pre-Service Days, St. Bridget School, Cheshire, 8:30 – 2:00 p.m.
- 25** Archdiocesan School Board Social, St. Bernadette Church Hall, 385 Townsend Avenue, New Haven, 3:00 p.m. late lunch/early dinner, followed by liturgy at 5:00 p.m.

### September\*

- 16** Catechetical Sunday – This year's theme – *Catechesis: Encountering the Living Christ*
- 20 – 21** Elementary School Teachers' In-service, The Auditorium at the Archdiocesan Center at St. Thomas Seminary, 8:30 – 1:30 p.m.
- 20** Elementary School Administrative Assistants' Professional Development Day, St. Thomas the Apostle Parish Hall, West Hartford, 9:15 a.m. – 2:00 p.m.
- 21** Elementary School Administrative Assistants' Professional Development Day, St. Lawrence Parish Hall, West Haven, 9:15 a.m. – 2:00 p.m.

23           **HOPES Dinner, Aqua Turf Club, Southington, 5:00 Cocktails, 6:00 p.m.  
Dinner**

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*Mary is taken up to heaven;  
A chorus of angels exults.*

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*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](mailto:gkeene@adh-ocs.org).*