

# VISION



NEWSLETTER OF THE OFFICE OF CATHOLIC SCHOOLS  
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## SUPERINTENDENT'S MESSAGE

### KEEP OUR EYES FIXED ON JESUS

As we conclude the 2009-2010 school calendar, we have the opportunity to reflect on the successes and challenges of this academic year. Throughout this year, we have focused not only on academic excellence, advancement, marketing, professional learning communities, data-driven decisions, and finances, but also on the importance of keeping our eyes fixed on Jesus.

As educators, our teaching and leadership abilities flow from who we are as persons: our values, talents, styles and self-image. The more we are aware of ourselves and the presence of Jesus in our life, the more authentic we are in carrying out the mission and vision for Catholic school education.

As we move into the summer months, I leave you with a few thoughts to reflect on in preparation for the 2010-2011 school year:

- *Our priests are called to nourish the school community with the sacraments and guide the community to the fullness of Jesus.*
- *Our Catholic school leaders are called to consistently feed their faculty and staff with both intellectual and spiritual faith formation in order to have a personal and reflective relationship with Jesus.*
- *Our Catholic educators must work tirelessly to ensure that the students entrusted into their care have been taught the TRUTH handed down to us by the greatest teacher, Jesus.*
- *Catholic educators are called to evangelize the Good News of Jesus by integrating Catholic social teaching into all strands of the curriculum. By providing such teaching, students are offered the knowledge and skills needed to become beacons of hope in shaping a "new society" that is just and humane.*

Be assured of my appreciation for your contributions to Catholic school education this past school year. For those retiring or transitioning to other opportunities, thank you for sharing your time, talent and treasure with the Church. Please keep us in prayer as we, the Catholic school educators and leaders, commit ourselves with renewed vigor to keeping our eyes fixed on Jesus and his plan for Catholic school education.

Happy summer to all!

P.S: *Vision* will be on hiatus for July so that we can make some minor cosmetic changes to the newsletter, and will resume August 1, 2010.

June 1, 2010



### THOUGHT OF THE MONTH!

Just as a consecrated person is called to testify his or her specific vocation to a life of communion in love so as to be in the scholastic community a sign, a memorial and a prophecy of the values of the Gospel, so too a lay educator is required to exercise a specific mission within the Church by living, in faith, a secular vocation in the communitarian structure of the school.

*-Educating Together in Catholic Schools, 2007, #15*

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## ANNOUNCEMENTS

### CONGRATULATIONS TO:

**Brenden Carroll, Maisey Ayer, and Nicholas Szyszkowski**, seventh and eighth grade students at St. Thomas School, Southington. On April 23, 2010 they were inducted into the Reverend McVerry Chapter of the National Junior Honor Society.

**St. Thomas School, Southington**, which was selected as Connecticut School of the Year based on the project students submitted to the National Energy Education Development (NEED) Committee. Students will be attending the NEED recognition ceremonies scheduled for June 25-28 in Washington, D.C.

the newly ordained priests of the Archdiocese of Hartford, **Rev. Joseph J. Cretella, Jr., Rev. Carlos Ocampo, Rev. Thomas W. Hickey, Rev. Sebastian K. Kos, and Rev. John E. Pahl**. The Most Reverend Henry J. Mansell was the ordaining prelate at the Ordination that was held on May 15, 2010.

**Dr. Susan O'Brien and the St Brigid School community, West Hartford**. They were featured in the Spring 2010 edition of the magazine, *Living in Fashion*.

**Patricia A. Teufel Driscoll** and **Dr. David H. Larson**, who were unanimously voted as Chair and Vice-Chair, respectively, of the Archdiocesan School Board for the 2010-2011 school year. Thank you to **Robert Cyr** and **Patricia A. Teufel Driscoll** who served as Chair and Vice-Chair, respectively, from 2008-2010.

**Patricia A. Teufel Driscoll** who was appointed to serve as a board member of *The Department of Boards and Councils*, a division of the National Catholic Educational Association, and will represent Region 1. She will be replacing Rick Lenz from St. Mary's, Simsbury.

**Sr. Patricia Barry, RSM**, who leaves the New England Association of Schools and Colleges for a well deserved time of retirement. All of us in the Archdiocese of Hartford extend our sincere gratitude to her for her support over the years.

### TRANSITIONS:

**Mary Macunas** has been appointed Principal at St. Bernard School and Little Angels Preschool, Enfield.

**Thomas Maynard** has been appointed Principal at St. Mary Magdalen School, Oakville.

**Gene P. Nocera, Ph.D.** has been appointed Principal at St. Anthony School, Bristol.

### PLEASE PRAY FOR:

the repose of the soul of **Eldon Turner**, who is the father of Anne Clubb, the Director of School Advancement, Office of Catholic Schools, who entered into eternal life on Saturday, May 29, 2010. A Mass of Christian burial is being planned for a later date in June. May the soul of Eldon Turner rest in peace!

the repose of the soul of **Thomas Sullivan**, who is the father of Patricia Sullivan, a fourth grade teacher at St. Paul School, Berlin (Kensington). May the soul of Thomas Sullivan rest in peace!

the repose of the soul of **Angel Estalrich**, who is the father of Angela Caravaca, a Kindergarten Aide teacher at St. Paul School, Berlin (Kensington). May the soul of Angel Estalrich rest in peace!

the repose of the soul of **Florence Cunningham**, the mother of Jacqueline Jennings, Principal of Sacred Heart High School, Waterbury. May the soul of Florence Cunningham rest in peace!

the speedy recovery of **Kim Maggio**, a Kindergarten teacher at St. Rita School, Hamden, and **Bill Conklin**, the husband of Cathy Conklin, a fourth grade teacher at St. Rita School, Hamden, who both were recently hospitalized.

the repose of the soul of **Veronica Wise**, who is the mother of Pauline Pelczar, a seventh grade teacher at St. Thomas School, Southington. May the soul of Veronica Wise rest in peace!

the repose of the soul of **Michael DeVito**, the father of Katherine and Joseph DeVito, first and third grade students at St. Martha School, Enfield, who died unexpectedly on Tuesday, May 18, 2010. May the soul of Michael DeVito rest in peace.

The repose of the soul of **Marcella Croke**, a Spanish, physical education, and health teacher at St. Gabriel School, Milford, who died unexpectedly on Thursday, May 20, 2010. May the soul of Marcella Croke rest in peace!

## CATHOLIC IDENTITY

The Prayer of the Month, written by **Daniel Kent**, an eighth grade student at St. Christopher School, East Hartford, will be featured on the Office of Catholic Schools' website for June.

**First Annual Bishop Peter Rosazza Social Justice Conference:** This conference will be hosted by the Office for Catholic Social Justice Ministry and will honor Bishop Peter A. Rosazza for his many years of work advocating for social concerns both within and outside the Archdiocese of Hartford. The conference will be held on Saturday, June 12, 2010, at St. Paul Catholic High School, Bristol. To learn more and to register please visit [www.catholicsocialjustice.org](http://www.catholicsocialjustice.org).

## ADMINISTRATION

### Administrative Openings:

#### *For the 2010-2011 School Year:*

St. Mary-St. Michael School, Derby  
East Catholic High School, Manchester  
St. Mary School, Newington  
Blessed Sacrament School, Waterbury  
Sacred Heart High School, Waterbury

**International Students:** Principals and admissions directors are reminded to check with any students who are in the United States under an F-1 Visa to see if they will be traveling for the summer. If any student will be leaving the country for the summer, principals should notify Larry Duffany so that he may issue an updated I-20 for each of those students. Principals should also notify Larry Duffany of any international students completing their programs of studies, permanently withdrawing, or transferring to another school.

**Hiring New Teachers:** There are a number of teachers from our Catholic schools who have been displaced this year. Principals are reminded that when they have teacher openings, first consideration should be given to any candidate in the "A" category on the Approved Teacher Candidate List.

**Asbestos Awareness Session:** In compliance with AHERA regulations, a two-hour asbestos training session must be held for *all custodians/janitors/maintenance personnel/school administrators*, who may have occasion to come into contact or deal with asbestos found in the schools. This month's session will take place on Thursday, June 10, 2010, at St. Mary School, Newington, from 8:30 to 10:30 a.m. Please confirm your registration via email to [lnelson@adh-ocs.org](mailto:lnelson@adh-ocs.org), by Tuesday, June 8, 2010.

**CAP U (Catholic Alumni Partnership University):** Led by consultants from Changing Our World, an overview of advancement best practices will be provided to all pastors, principals, advancement staff and key volunteers by vicariate on June 22, June 23, and June 24. Topics will include major giving, newsletters, and annual fund

interactive services. As part of the CAP agreement, representation from each school participating in the program is highly encouraged at one of the following meetings:

- The New Haven Vicariate, June 22, 2010, at St. Mary School, Branford, 11:30 to 2:30 p.m.
- The Hartford Vicariate, June 23, 2010, at the Archdiocesan Center at St. Thomas Seminary, Bloomfield, 11:30 to 2:30 p.m.
- The Waterbury Vicariate, June 24, 2010, at St. Dominic School, Southington, 11:30 to 2:30 p.m.

Attendance at another vicariate meeting is an option, should the assigned date be inconvenient; a light lunch will be served. Please RSVP, via email by May 28, 2010, to Kim Shea at [kshea@adh-ocs.org](mailto:kshea@adh-ocs.org) with school name, name of attendee(s), and session attending.

## CURRICULUM

**Technology News:** Turning Point Technologies is offering schools in the Archdiocese of Hartford a set of Audience Response Systems, as featured at the May 20 Administrators' Meeting, for below cost. They will waive the training fee and host one training session for all schools that choose to participate. Contact Maureen Ellsworth at (978) 376-2740 or email her at [mellsworth@turningtechnologies.com](mailto:mellsworth@turningtechnologies.com).

In response to popular demand, **Brain Pop and Brain Pop, Jr.** has extended the free trial period to June 15. Access the program by using the same username and password. Please contact Valerie Mara at [vmara@adh-ocs.org](mailto:vmara@adh-ocs.org) with any questions or for the username and password.

**Seventh Grade Algebra I Placement Exam and Algebra I End-of-Course Exam:** Copies of the seventh grade Algebra I Placement Exam and the Algebra I End-of-Course Exam, designed by math department chairs from all four Archdiocesan high schools, are now available on the Archdiocesan Administrators' login site at [www.catholicsschoolshartford.org](http://www.catholicsschoolshartford.org) under Curriculum Design. Answers to both exams can also be found there. If an eighth grade Algebra I course is offered, these exams should be given to your seventh grade students as a placement exam into Algebra I, and as an end-of-course exam to eighth grade students. A copy of the end-of-course exam must be forwarded to a receiving Archdiocesan high school. The end-of-course exam may also be given to high school Algebra I students.

**Algebra I Study Guide for Parents and Students:** To further facilitate higher level math study skills, an Algebra Study Guide was created by high school math teachers to prepare middle school and/or high school students and families for Algebra I or high school algebra courses. The Algebra Study Guide can be found on the Archdiocesan website at [www.catholicsschoolshartford.org](http://www.catholicsschoolshartford.org) under Curriculum Design, Resources. Please upload this study guide to the school's website.

**2010 Governor's Summer Reading Challenge:** On April 28, 2010, Governor M. Jodi Rell has encouraged support of *Connecticut Reads!* As Connecticut celebrates its 375<sup>th</sup> birthday this year, students are encouraged to read at least one book about Connecticut history or a selection from a Connecticut author. Governor's Summer Reading Challenge information and materials can be found at the Connecticut State Department of Education website: <http://www.state.ct.us/sde/ctread/ctread.htm>. Questions can be directed to Amy Radikas at 860.713.6762.

## ADVANCEMENT

**St. Elizabeth Ann Seton Awards:** Nomination forms and award descriptions were recently sent to elementary principals who have been encouraged to submit a nominee by June 25th for the St. Elizabeth Ann Seton Award. This award, to be presented at the 33<sup>rd</sup> annual HOPES Dinner on September 26, 2010, honors a special individual who has made a significant impact on a school's advancement program. If you have a "shining star" who has contributed a substantial amount of time, talent, and treasure to your school's advancement efforts, please consider nominating that deserving person. Candidates submitted in previous years may also be re-submitted for consideration again this year.

**Casual Conversations:** Principals, presidents, advancement staff members, advancement volunteers, and parent ambassadors are invited to participate in one of two great opportunities to share challenges and successes. On **Wednesday, June 30** the Casual Conversation will be held at the Archdiocesan Center from 10:00 – 11:30 a.m., and on **Thursday, July 1** it will be held at St. Bridget School, Cheshire from 10:00 – 11:30 a.m. Attendees may come to either session. Please RSVP to School Advancement via Diane Newell 860.242.4362, ext. 145; [dnewell@adh-ocs.org](mailto:dnewell@adh-ocs.org)) by June 24. This is a wonderful chance to share best practices and to learn from one another.

**Periodic Inquiry and Source Report:** Administrators are reminded that the next quarterly Inquiry and Source Report is due by **June 7**. Since the newest phase of the Marketing Campaign has been launched, it is crucial to continue tracking responses to it, as well as the response to local school marketing efforts.

**August Back-to-School Issue:** Take advantage of this great opportunity to promote your school by participating in the August Back-to-School Issue of the *Catholic Transcript*. The issue will include stories pertaining to Catholic school education, a two-page spread from the Office of Catholic Schools, and very reasonably priced full-color ads. Ad commitments are due June 1, ad copy and stories/photos are due by **July 7**. If you have a story idea or would like an event covered in the issue, please submit your requests well in advance to Roberta Tuttle, managing editor, at 860-286-2828, ext. 1.

**Graduating Seniors:** High school administrators are asked to please submit their list of graduates for the Class of 2010 to the Office of Catholic Schools by **June 11, 2010** for inclusion in the August Back-to-School Issue of the *Catholic Transcript*. Alphabetical lists should be submitted to Anne Clubb at [aclubb@adh-ocs.org](mailto:aclubb@adh-ocs.org).

## FINANCE

**2010-2011 Projected Retention and Enrollment Report for Elementary and Secondary Schools:** This report can be found on the Office of Catholic Schools' website, under Administrators' Login, Secure Downloads, Finances. This report is **required** to be completed and emailed to Ken Przysiecki, CPA, Director of School Finances, via his administrative assistant, Jim Giangreco, at [jlgiangreco@adh-ocs.org](mailto:jlgiangreco@adh-ocs.org) on the following dates: **June 1, 2010, July 1, 2010, August 1, 2010, and Opening Day 2010** to assess enrollment trends within the Archdiocese.

## DUE DATES

### NOW DUE

**School Year 2010-2011 Calendar Worksheet** due to Assistant Superintendent

**Notification of Personnel Hired** due within one week of hire to Larry Duffany at [lduffany@adh-ocs.org](mailto:lduffany@adh-ocs.org)

**CAP U (Catholic Alumni Partnership University), Vicariate Meeting,** RSVP due to Kim Shea at [kshea@adh-ocs.org](mailto:kshea@adh-ocs.org)

### JUNE

- 1** **RSVP to 2010 Annual Planning Meeting of the Archdiocesan School Board** due to Gayle Keene at [gkeene@adh-ocs.org](mailto:gkeene@adh-ocs.org)
- 1** **August Back-to-School Issue Ad Commitment** due to Jeff Guerrette at [jguerrette@catholictranscript.org](mailto:jguerrette@catholictranscript.org)
- 1** **Professional Learning Community Evaluation** due to Maria Maynard via [mmaynard@adh-ocs.org](mailto:mmaynard@adh-ocs.org)
- 1** **2010-2011 Projected Retention and Enrollment Report** due to Ken Przysiecki via [jlgiangreco@adh-ocs.org](mailto:jlgiangreco@adh-ocs.org)
- 7** **Periodic Inquiry and Source Report** due to Anne Clubb via [dnewell@adh-ocs.org](mailto:dnewell@adh-ocs.org)
- 8** **Asbestos Awareness Session Registration** due to Leslie Nelson at [lnelson@adh-ocs.org](mailto:lnelson@adh-ocs.org)
- 11** **High School Lists of Class of 2010 Graduates** due to Anne Clubb at [aclubb@adh-ocs.org](mailto:aclubb@adh-ocs.org)
- 18** **Order Form for Record Cards and Report Card Envelopes** due to Velocity Print Solutions, 199 Park Road Extension, Middlebury, CT 06762
- 23** **RSVP to June 30<sup>th</sup> Casual Conversation** due to Anne Clubb via [dnewell@adh-ocs.org](mailto:dnewell@adh-ocs.org)
- 24** **RSVP to July 1<sup>st</sup> Casual Conversation** due to Anne Clubb via [dnewell@adh-ocs.org](mailto:dnewell@adh-ocs.org)

- 25 **St. Elizabeth Ann Seton Award Nominations** due to Anne Clubb via USPS
- 25 **New England CACE Conference Registration Form** due to Kathleen Simpson, Diocese of Fall River at [ksimpson@dfrcec.com](mailto:ksimpson@dfrcec.com)
- 30 **End of Year Principal Checklist** (Departing Principals Only) due to Liaison Assistant Superintendent at [kfitzsimons@adh-ocs.org](mailto:kfitzsimons@adh-ocs.org) or [mmaynard@adh-ocs.org](mailto:mmaynard@adh-ocs.org)
- 30 **Summative Evaluations** due to Liaison Assistant Superintendent at [kfitzsimons@adh-ocs.org](mailto:kfitzsimons@adh-ocs.org) or [mmaynard@adh-ocs.org](mailto:mmaynard@adh-ocs.org)

**JULY**

- 1 **2010-2011 Projected Retention and Enrollment Report** due to Ken Przysiecki via [jlgiangreco@adh-ocs.org](mailto:jlgiangreco@adh-ocs.org)
- 1 **Administrators' Convocation Registration** due to Leslie Nelson at [lnelson@adh-ocs.org](mailto:lnelson@adh-ocs.org)
- 1 **Administrators' Convocation Hotel Registration** due to Water's Edge Resort, please call 800.222.5901
- 7 **Advertising Copy, Catholic Transcript Back-to-School Issue** due to *Catholic Transcript*, Jeff Guerrette at [jguerrette@catholictranscript](mailto:jguerrette@catholictranscript)
- 7 **Story/Photo Submission, Catholic Transcript Back-to-School Issue** due to *Catholic Transcript*, Roberta Tuttle at [rtuttle@catholictranscript.org](mailto:rtuttle@catholictranscript.org)

**EVENT DATES**

**JUNE**

- 1 **Canterbury High School Commencement**, Mass in the Chapel followed by ceremony on Sheehan Lawn, New Milford, 10:00 a.m.
- 3 **East Catholic High School Commencement**, Cathedral of St. Joseph, Hartford, 7:30 p.m.
- 4 **Sacred Heart High School Commencement**, Basilica of the Immaculate Conception, Waterbury, 7:30 p.m.
- 6 **Academy of Our Lady of Mercy (Lauralton Hall) Commencement**, Lauralton Hall Gymnasium, Milford, 10:00 a.m.
- 6 **Holy Cross High School Commencement**, Holy Cross High School Gymnasium, Waterbury, 10:30 a.m.
- 9 **Northwest Catholic High School Commencement**, Cathedral of St. Joseph, Hartford, 7:30 p.m.
- 10 **Asbestos Awareness Session**, St. Mary School, Newington, 8:30 – 10:30 a.m.
- 11 **St. Paul Catholic High School Commencement**, Cathedral of St. Joseph, Hartford, 7:30 p.m.
- 14-17 **Office of Catholic Schools Planning Days**
- 18 **Office of Catholic Schools/Archdiocesan School Board Joint Planning Day**, Archdiocesan Center at St. Thomas Seminary, Bloomfield, Room 1B, 10:00 a.m. – 4:00 p.m.
- 22 **High School Summer Institute**, Sacred Heart High School, Waterbury, 8:30 a.m. – 3:00 p.m. *and*
- 23 **High School Summer Institute**, Sacred Heart High School, Waterbury, 8:30 – 1:30 p.m. (Day two of a two day session)
- 22 **CAP U (Catholic Alumni Partnership University)**, New Haven Vicariate Meeting, St. Mary School Branford (Parish Center), 11:30 a.m. – 2:30 p.m.
- 23 **CAP U (Catholic Alumni Partnership University)**, Hartford Vicariate Meeting, Archdiocesan Center at St. Thomas Seminary, Bloomfield. 11:30 a.m. – 2:30 p.m.
- 24 **CAP U (Catholic Alumni Partnership University)**, Waterbury Vicariate Meeting, St. Dominic School, Southington, 11:30 a.m. – 2:30 p.m.
- 29 **Connecticut Federation of Catholic School Parents**, Board of Trustees Meeting, Xavier High School, Middletown, 6:00 p.m.
- 30 **Advancement Casual Conversation**, Archdiocesan Center at St. Thomas Seminary, Bloomfield, Room 1B, 10:00 – 11:30 a.m.

**JULY**

- 1 **Advancement Casual Conversation**, St. Bridget School, Cheshire, 10:00 – 11:30 a.m.
- 5 **Independence Day** (Holiday – Office of Catholic Schools Closed)
- 29 **Foundation for the Advancement of Catholic Schools**, Board of Trustees Meeting, Chancery, 4:00 p.m.



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