

VISION



NEWSLETTER OF THE OFFICE OF CATHOLIC SCHOOLS
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SUPERINTENDENT'S MESSAGE

May 3, 2010



THOUGHT OF THE MONTH!

**I am somebody.
I'm capable and
loveable.
I am teachable;
therefore I learn.
I can do anything
when I try.
I will respect myself
and others.
I will be the best I can
be each day.
I will not waste time
because it is valuable.
I'm so precious and
bright. I am somebody.**

Anonymous

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Growing into the Future

One of the most enduring dimensions of Catholic school education in America is the story of people continuing to press for a growing future by transforming lives, educating minds, and forming hearts. It is a story chronicled in struggles around Catholic identity, academic excellence, and finances. It is a story recognizing that the poor need us for survival, but we need the poor for salvation. It is a story of affirmation, that we don't teach subjects, we teach children.

In a variety of ways, our history of Catholic school education has taught us to be people who fought and continue to fight for justice and peace, and for resources to enable the best network of Catholic school education in the nation. Most importantly we have learned through history that growing into the future requires **HOPE**.

Catholic schools of the second decade in the third millennium will be places where young minds learn to think critically, sensitivities are deepened, and students engage and explore questions of serious human, social, and moral consequence. Growing into the future requires a renewal of mission and vision; and a culture where clergy, educators, parents, board members, and interested citizens will model the ethos of care, social responsibility, and shared decision-making. This is our future!

As we begin the month of May, the month of our Blessed Mother, I leave you with the message by the late Archbishop Oscar Romero:

*We cannot do everything, and there is a sense of liberation in realizing that. This enables us to do something, **and to do it very well**. It may be incomplete, but it is a beginning, a step along the way, and an opportunity for the Lord's grace to enter and do the rest. We may never see the end results, but that is the difference between the master builder and the worker. We are workers, not master builders; ministers, not messiahs. **We are prophets of a future not our own.***

ANNOUNCEMENTS

CONGRATULATIONS TO:

Eileen Regan, who has been appointed President of Sacred Heart High School, Waterbury, after an extensive search. She has a long association with and a deep love for the high school. As an alumna, she began her distinguished career with the school as Director of Development and rose through the ranks to the position of Vice Principal while maintaining her duties as Director of Development over the years. She was named interim president when Francis "Sandy" Murphy retired a year ago.

Mary Donato, an eighth grade student at St. Mary Magdalen School, Oakville, who was selected as one of ten winning essayists in The School for Ethical Education's *Laws of Life* State-Wide Essay Contest. The topic of her winning essay was *Decisions, Decisions - Fill your years with good choices and you will look back on them with pride.*

Alex Pelletier, a sixth grade student at St. Mary Magdalen School, Oakville, who qualified for participation in the state-wide Geography Bee held at Central Connecticut State University on April 9, 2010.

Our Lady of Mercy School, Madison, which was selected as a "Top School" for the State of Connecticut in the 2009 Johns Hopkins University Center for Talented Youth, Talent Search. Our Lady of Mercy School had an exceptional number of student enrollments in the annual Talent Search, indicating that the school has a solid core of very high achieving students.

Jimmy Martin, a senior at St. Paul Catholic High School, who won two Class LL championships and became the fastest swimmer in the State during the 2009-2010 season in both the 100 and 200 yard freestyle, taking home the State Open Crown in each. Next year, he joins one of the Atlantic-10's top clubs as a freshman at St. Bonaventure University, New York.

the **school nurses** of the Catholic schools in the Archdiocese of Hartford. On May 12, 2010, the National Association of School Nurses will recognize the contributions that school nurses have made over the past year. This day is an opportunity to celebrate the unique contributions school nurses make every day in their schools.

All Participants and Winners in the Knights of Columbus State Final Spelling Bee. The state final competition was held at the Archdiocesan Center at St. Thomas Seminary, Bloomfield, on Sunday, April 11. All of the participants did a phenomenal job, and as a result, the Catholic schools of the Archdiocese of Hartford placed very well! The results of the Spelling Bee are as follows:

Grade 4:

1st Place: **Jacob Spell**, St. Aedan/St. Brendan School, New Haven
2nd Place: **Mary Santalla**, St. Anthony School, Winsted
3rd Place: **Katryn Basso**, St. Michael School, Pawcatuck (Diocese of Norwich)

Grade 5:

1st Place: **Gavin Dias**, St. James School, Manchester
2nd Place: **Ryan Cimino**, St. Thomas Aquinas School, Fairfield (Diocese of Bridgeport)
3rd Place: **Nicole Di Muro**, St. Gregory the Great School, Danbury (Diocese of Bridgeport)

Grade 6:

1st Place: **Amanda Guzzi**, St. James School, Manchester
2nd Place: **Jose Pamplona**, Our Lady of Victory School, West Haven
3rd Place: **Jonathan Gorski**, St. Joseph School, Bristol

the students of **St. Martha School, Enfield**, who were state-wide winners in the Connecticut Elks Association Drug Awareness Program. The theme for this year's competition was *I've Got Better Things To Do Than Drugs*, and to those students who participated in the Enfield Catholic Schools Knights of Columbus Essay Contest.

the **Catholic schools** that were featured in a news article in the Republican American on Wednesday, April 28, 2010 entitled *Catholic School Confidence*.

Teresa Oei, a junior at East Catholic High School who scored a perfect 2400 on her SAT.

SS. Peter and Paul School, Waterbury, as the recipient of the Bronze Summer Savers Award by the State of Connecticut Office of Policy and Management, and Departments of Public Utility Control and Environmental Protection, for its conservation performance during the Summer of 2009, in recognition of the school's efforts to save energy, contribute to electric reliability, and preserve Connecticut's environment by reducing electricity consumption by a minimum of 5% without the use of generators.

PLEASE PRAY FOR:

the continued recovery of **Florence Cunningham**, the mother of Jacqueline Jennings, Principal of Sacred Heart High School, Waterbury.

the repose of the soul of **Richard David Fitzpatrick**, who is the husband of Judy Fitzpatrick, a teacher of 33 years at Corpus Christi School, Wethersfield, who entered into eternal life on Wednesday, April 14, 2010. May the soul of Richard David Fitzpatrick rest in peace!

the repose of the soul of **Nicole Freda**, a sixth grader at St. Timothy School, and a previous fifth grade student of St. Thomas the Apostle, West Hartford, who entered into eternal rest on Friday, April 9, 2010. Special prayers are requested for Karen and John Freda, parents of Nicole, and the St. Timothy and St Thomas the Apostle School communities. May the soul of Nicole Freda rest in peace!

the repose of the soul of **Antonio Fadhel**, the father of Elena Gostic, Academic Vice Principal, East Catholic High School, Manchester, who entered into eternal life this past weekend. May the soul of Antonio Fadhel rest in peace!

CATHOLIC IDENTITY

The Prayer of the Month, written by **Serena Schick**, an eighth grade student at St. Mary School, Simsbury, will be featured on the Office of Catholic Schools' website for May.

Intermediate Lector Workshop: An Intermediate Lector Workshop sponsored by the Office for Divine Worship will be held on Saturday, May 22, 2010, at St. James Church, Rocky Hill, from 8:30 a.m. to 12:30 p.m. Father David J. Baranowski, Director of the Office for Divine Worship and Pastor of St. James Church will be the presenter. The workshop is intended for individuals who read at Mass on a regular basis or who are training lectors. The cost of the workshop is \$10.00 per person. The registration deadline is May 17, 2010, and advance registration is required. For additional information, please contact Lucy Zocco, Office for Divine Worship 860-761-7442.

University of Dayton Courses: The next cycle for Adult Faith Formation courses is open for registration with the Virtual Learning Community for Faith Formation. Five out of the six required courses are available. The start date for these courses is May 30, 2010.

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.catholicssocialjustice.org.

ADMINISTRATION

Administrative Openings:

For the 2010-2011 School Year:

St. Anthony School, Bristol
St. Mary-St. Michael School, Derby
St. Mary Magdalen School, Oakville
Blessed Sacrament School, Waterbury
Sacred Heart High School, Waterbury

Certification: Principals and teachers are reminded that many certification forms require the signature of the Superintendent. Such forms shall be completed by the employee and submitted to the principal, who will verify the length and level of service by recording that information on the form and initialing it. The principal will forward any forms requiring the Superintendent's signature to Larry Duffany at the Office of Catholic Schools at least two to three weeks before they are due at the Department of Education. If forms are to be returned to the employee, please include a self-addressed, stamped envelope.

Summer Conferences and Programs for Catholic School Administrators:

Leadership for New Ways of Learning Symposium, June 24-26, 2010, Boston College, Sponsored by SPICE (Selected Programs for Improving Catholic Education). This symposium is part of the ongoing effort to identify and disseminate effective ways of addressing current challenges in Catholic education through the Selected Programs for Improving Catholic Education (SPICE) network. SPICE is sponsored jointly by NCEA and Boston College. Details and registration forms are posted on the SPICE web page at www.ncea.org/services/SPICE.asp.

Meeting the Challenge: Empowering Leadership, July 26-28, 2010, Double Tree Hotel in Milford, MA, sponsored by the New England Chief Administrators of Catholic Education. Dale R. Hoyt, Superintendent of Catholic Schools, Archdiocese of Hartford, and Sister Mary Angela Shaughnessy, an attorney and education professor, Louisville, Kentucky, will be the conference speakers. Brochures will be sent out to all the schools in the near future.

Working Papers (Statement of Age) Workshop: A free workshop, sponsored by the Connecticut Departments of Labor, Education, Public Health, and the Connecticut Young Worker Safety Team, will be held on Tuesday, May 4, or Wednesday, May 5, 2010, at the Connecticut Department of Labor, 200 Folly Brook Boulevard, Wethersfield, CT, 8:30 a.m. CEU's are available. Please contact Michelle Morris at 860.263.6791 or Marian Storch at 860.509.7791, marian.storch@ct.gov.

Asbestos: Training has been scheduled to cover two groups – 1) maintenance personnel, who must attend an annual two-hour awareness session; and 2) designated officials, who must attend a one-hour designated person session. Arrangements have been made to combine both groups into a three-hour session. The first half of the session will address awareness; the second half will pertain to duties of the designated person. This meeting will take place on Tuesday, May 11, 9:00 a.m. to 12:00 noon at St. Vincent de Paul School, East Haven. Please confirm your registration via email to lnelson@adh-ocs.org by Monday, May 10.

CURRICULUM

Second Annual Archdiocesan Technology Award: The Office of Catholic Schools is pleased to sponsor the Archdiocesan Technology Award again this year. A school may submit an unlimited number of lesson plans that illustrate optimal integration of technology in content areas. The first place winner will receive an Epson 410W LCD Projector with wall mount valued at \$1,000. Contest details can be found on the Office of Catholic Schools' website

by clicking on Curriculum from the Office of Catholic Schools drop down menu on the home page, then Resources, then Technology. Deadline for submission of lesson plans is May 28, 2010. All entries should be submitted to Valerie Mara at vmara@adh-ocs.org.

Archdiocese of Hartford's Annual Train-the-Trainer Technology Workshop: All elementary and high schools are encouraged to send at least one representative to attend the annual Train-the-Trainer Workshop to be held on May 11, at Corpus Christi School, Wethersfield, from 2:00 – 4:00 p.m. Participants will receive numerous invaluable resources to take back to their schools to further the integration of technology across all content areas and grade levels. A flyer and invitation can be found on the Office of Catholic Schools' website by clicking on Curriculum from the Office of Catholic Schools drop down menu on the home page, then Resources, then Technology. Please RSVP to ktyler@adh-ocs.org by May 4, 2010.

High School Summer Institute: The Office of Catholic Schools is pleased to offer to the Archdiocesan high schools a special session with Carol Searce on June 22 and 23 at Sacred Heart High School, Waterbury. Carol was the dynamic presenter at our March Professional Development for Secondary Educators. Teachers will have a unique opportunity to work in small group sessions with Carol on ways of using professional learning communities to hone highly effective teaching strategies across all content areas. Contact Valerie Mara with questions at vmara@adh-ocs.org.

ADVANCEMENT

Online Parent Satisfaction Survey Extension: The Parent Satisfaction Survey, currently posted online at the Office of Catholic Schools' website, will remain active **through the end of May**. We would like to share the overall responses to each quantifiable question received to date with the administrators at the May 20 meeting so that principals and presidents can see where we stand as an Archdiocese. To do this, it is crucial that we have a representative sampling of responses from each school; otherwise the data will be skewed. Administrators are urged to please encourage parents' participation in the survey, which takes only a few minutes to complete. This kind of instrument can be very helpful in guiding schools to a position of greater strength and parent satisfaction, which is critical to retention and healthy enrollment. Administrators will receive a report specific to their school, including parent comments, in early to mid-June. Any questions can be directed to Anne Clubb at the Office of Catholic Schools.

HOPES Grants: Elementary principals who have submitted HOPES grant applications can expect to hear of the grant decisions by mid-May. Any questions can be directed to Anne Clubb.

Association of Catholic Admissions and Advancement Professionals (ACAAP) Connecticut Meeting: The ACAAP is hosting a Connecticut area meeting on **Wednesday, May 12, 2010**, from 9:15 a.m. – 12:30 p.m. at Sacred Heart Academy, Hamden. The topic of the meeting will be "Catholic School Admissions and Advancement in a Difficult Economy" and school administrators, admissions and advancement staff, volunteers, and school board members are welcome to attend. The cost is \$10 (made payable to ACAAP). This is a great opportunity for our Catholic school admissions and advancement professionals to come together to network and share best practices. Information regarding ACAAP can be found at www.acaap.net.

Casual Conversations: Please note that the Casual Conversation scheduled for Wednesday, June 23 has been rescheduled. There will be two great opportunities for principals, presidents, advancement staff members, and advancement volunteers to get together to share their 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 whichever session works best for them. Save either June 30 or July 1 on your calendar and plan to be with us for what promises to be productive and helpful discussions!

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

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 on the following dates: March 1, 2010, April 1, 2010, **May 1, 2010**, June 1, 2010, July 1, 2010, August 1, 2010, and Opening Day 2010 to assess enrollment trends within the Archdiocese.

Unpaid Tuition: As the end of the school year is quickly approaching, now is the time to assess the amount of unpaid tuition. Many parents/guardians have just received their tax refund checks, and this is an excellent time for them to catch up with past due payments. If past due tuition remains unpaid, develop a meaningful, written and signed, re-payment agreement or do not re-register these individuals.

Capitol Region Education Council (CREC) Cooperative Purchasing Program: The Office of Catholic Schools is moving into its third year with CREC's cooperative purchasing program, which results in a substantial cost savings on school supplies, machines, services, etc. The most up-to-date bid information can be accessed by visiting their website at www.crec.org/coop, and clicking on the second bullet in the green box entitled Awarded Bids. For specific questions about the program, please contact either Edward Arum at edarum@hotmail.com, 860.309.7913, or Cara Hart at chart@crec.org, 860.524.4021. A confidential user name and password will be forwarded to all presidents and principals by email. Should you have any questions with the CREC process, please contact Jim Giangreco, Administrative Assistant to Ken Przysiecki, CPA, Director of School Finances, at jlgiangreco@adh-ocs.org or 860.242.4362, ext. 139.

DUE DATES

NOW DUE

Parish School Principal Letter of Intent due to designated Assistant Superintendent

School Year 2010-2011 Calendar Worksheet due to Assistant Superintendent

Performance Appraisal for President and Principal for Secondary Schools due to Maria Maynard at mmaynard@adh-ocs.org

Administration and Department Chair Survey for Evaluation of Principal/Chief Administrator due to Maria Maynard at mmaynard@adh-ocs.org

Board Evaluation of President or Chief Administrator/Principal due to Maria Maynard at mmaynard@adh-ocs.org

2010-2011 Projected Retention and Enrollment Report due to Ken Przysiecki via jlgiangreco@adh-ocs.org

MAY

Notification of Personnel Hired, due within one week of hire to Larry Duffany at lduffany@adh-ocs.org

4 **RSVP for Train-the-Trainer Technology Workshop** due to Valerie Mara via kyler@adh-ocs.org

5 **RSVP for Wine and Cheese Reception for Invited Dayton University Participants**, due to Maria Maynard via kyler@adh-ocs.org

10 **Asbestos Awareness Session Registration** due to Leslie Nelson at lnelson@adh-ocs.org

EVENT DATES

MAY

4 **Spring Workshop** on Enrollment Management, Archdiocesan Center at St. Thomas Seminary, Dining Hall, 4:00 – 6:30 p.m.

4 **Archdiocese of Hartford Curriculum Commission Meeting**, Office of Catholic Schools, 3:15 – 4:30 p.m.

- 11 **Asbestos Awareness Session**, St. Vincent de Paul Parish Church Hall, East Haven, 9:00 a.m. – 12:00 noon
- 11 **Archdiocese of Hartford Train-the-Trainer Technology Workshop**, Corpus Christi School, Wethersfield, 2:00 – 4:00 p.m.
- 12 **ACAAP Connecticut Meeting**, Sacred Heart Academy, Hamden, 9:15 a.m. – 12:30 p.m.
- 12 **Reception for University of Dayton Participants by Invitation**, Archdiocesan Center at St. Thomas Seminary, Bloomfield, 4:00 - 5:30 p.m.
- 12 **Virtus Training Session**, St. Augustine School, 6:15 to 9:15 p.m.
- 13 **Foundation for the Advancement of Catholic Schools**, Board of Trustees Meeting, Chancery, 4:00 p.m.
- 13 **Virtus Training Session**, St. Stephen School, Hamden 6:00 – 9:00 p.m.
- 17 **Archdiocesan School Board Meeting**, Office of Catholic Schools, 6:30 p.m.
- 19 **Virtus Training Session**, St. Mary Magdalen School, Oakville, 6:00 – 9:00 p.m.
- 20 **Administrators' Meeting and Appreciation Dinner**, Red Lounge and Main Dining Room, 11:30 a.m. and 6:15 p.m., respectively
- 29 **Sacred Heart Academy Commencement**, Sacred Heart Academy – Philip Paoella Recreation Center, Hamden, 11:00 a.m.
- 30 **Notre Dame High School Commencement**, Notre Dame High School, West Haven, Gymnasium, 10:00 a.m.
- 31 **Memorial Day (Office of Catholic Schools Closed)**

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.
- 11 **St. Paul Catholic High School Commencement**, Cathedral of St. Joseph, Hartford, 7:30 p.m.
- 18 **Archdiocesan School Board Annual Planning Day**, Archdiocesan Center at St. Thomas Seminary, Bloomfield, Room 1B, 10:00 a.m. – 4:00 p.m.
- 22, 23 **High School Summer Institute**, Sacred Heart High School, Waterbury
- 30 **Advancement Casual Conversations**, Archdiocesan Center at St. Thomas Seminary, Bloomfield, Room 1B, 10:00 – 11:30 a.m. (July 1 session at St. Bridget School, Cheshire, 10:00 – 11:30 a.m.)



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