



**Sacred Heart
Catholic School**



New Family Packet Sacred Heart Catholic School

On behalf of the SHCS community, I would like to welcome you to our school. I am hopeful that this packet will help answer some of the questions you have before the school year starts in September.

--Karen Bursey, Principal

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Mission Statement: Sacred Heart Catholic School is committed to instilling high moral standards rooted in Catholic teachings. We are dedicated to educating the whole child through an integrated C-STEM curriculum. In collaboration with our families, parish, and local community, we maximize individual potential to ensure students are prepared to meet the challenges in the world as disciples of Jesus.

Welcome to Sacred Heart!

We are so glad that you have chosen Sacred Heart for your child's education. We both remember the day our first child started at Sacred Heart. We made the choice to send our children to a school that is academically challenging, but more importantly, one that is able to integrate Christ-centered values in the daily life of students, as well as teach and promote the Catholic faith. We have found that our community not only embraces our children, but our entire family.

Our staff is the best. They are there to learn about your child's particular strengths and challenges academically and to guide them to excel. They will also focus on the development of each child as a whole person. Every day that we are in the school volunteering, we see how the teachers exemplify the Christ-centered values that they teach. They understand the importance of kindness, patience, love, compassion and relationships in their teaching. They develop a personal relationship with each child to help him/her become an integral part of the Sacred Heart community.

We encourage you to jump in and get involved within the school community. It is the way that we learned more about the school and stayed connected with everything that is happening in the school environment. There are MANY different activities and events going on within Sacred Heart that all need parent support or guidance. We know with busy work schedules this may be hard during the day, but there are a wide variety of options. Some of these include: joining our Parent Teacher Committee, working at Friday Fish Fry dinners during Lent, helping at the Fall Fun Fest, chaperoning a field trip, or serving doughnuts on Sunday morning. You will see these requests come through email or on our online volunteer registration. We enjoy volunteering to help our school and community be the best it can be.

We are excited for another school year to begin. If you ever have any questions feel free to email or call us: Kate McNeil 612-597-3019 keh4mn@aol.com.

Thanks,

Kate McNeil

Student Advisory Committee (SAC)

*“Let all that you do be done in Love”
1 Corinthians 16:14*

Letter from Parent Teacher Committee (PTC) at Sacred Heart Catholic School:

Who we are:

We are parents of children who attend Sacred Heart. We come together to plan important fundraisers, activities, and special events for our teachers and students and we all agree that keeping faith and fun at the forefront of all activities is what is most important!

We need you:

Whether it's monthly meetings, volunteering for specific events, or donations, we are always welcome to new ideas, faces, and building our community.

Join us:

We meet the *first Tuesday of every month from 6:30-7:30*, location will be announced in the weekly school newsletter. We all have busy lives, so we are sensitive of time and follow an agenda. No need to be present at every meeting, just let us know you want to join us. We will follow up with email/notes to keep you posted on future happenings.

Events we help plan:

- Marathon
- Fall Conferences/Spring Conferences
- Santa's Workshop
- Catholic Schools Week - Teacher's Breakfast and Student Treat
- Teacher Appreciation
- Teacher/Staff End of Year Party
- All School Assemblies
- Hospitality

Keep an eye on weekly updates under "PTC News" in the RAM newsletter.

Our email: ptc@sacredheartschoolrobbinsdale.org.

Please reach out to any one of us and we will be happy to answer questions or help you find the answers! We are all parents in this together.

Sincerely,
Katie Gooley
Parent Teacher Committee
ktgooley@gmail.com

Common Questions and Answers for New Parents from Other Parents

Please note, these answers are from current parents to new parents. Please refer to the Student Handbook, classroom teacher, Ms. Bursey, or the newsletter that is published on Mondays.

- 1. How do I leave a message for a student during the school day?** Parents may call the school office (763-537-1329) and leave a message with the office staff. Your message will then be delivered to your child when appropriate.
- 2. How does the lunch process work?** We are currently researching new catering companies. We will update this information as soon as possible. Online lunch ordering is available at:
<https://sacredheart.boonli.com>
If your child qualifies for Free or Reduced Price Lunch Benefits, please obtain an application from our school website under "Registration" paperwork, or contact our school office at 763-537-1329 for more information. (The application will be available in August when MDE releases the form).
- 3. What do I do if my child is sick?** If your child is ill and cannot attend school, including fever or vomiting in the last 24 hours, parents should call or email the school office (sbowback@sacredheartschoolrobbinsdale.org), as early as possible on the day your child is absent.
- 4. Where do I find the Parent/Student Handbook?** Our handbook is located under the Admissions tab..
- 5. How many uniforms should I buy?** The number of uniforms you purchase depends on a number of factors. The younger children tend to be harder on their clothes (boys especially). The girls have the option of wearing pants, a jumper, or skort. We recommend the red logo shirt vs. the white logo shirt for easier cleaning. The banded bottom logo shirt is recommended (mostly for the younger students) so students do not have to tuck in their shirt. We suggest 2 polar-tec pullovers or sweatshirts for the colder months.
- 6. Where do I buy uniforms?** Uniform logo items may be purchased through Donald's Uniform and may be ordered online at Donaldsuniform.com. If the school code, SacredHeartSTS, is used, the order will be shipped to the school at no cost. See the school website for more information.
- 7. How do the Drop-off and Pick-up Car Lines work?** Safety is a priority at SHCS. Please follow the procedures listed below:
K -8th grade Parent Drop off
Students may NOT be dropped off before 7:15 a.m. or parents will be responsible for monitoring your child before 7:15 a.m. Parents may park on 40 ½ Ave. N. and parents are asked to walk your child to the front doors of school between 7:15-7:25 a.m. Staff will be present to supervise students beginning at 7:15 a.m. Parents may

also drop students off behind the school between 7:15-7:25 a.m. and enter the main parish/school entrance. Students will proceed to the front of the school and proceed to the front doors of the school. Students are not allowed to roam the halls or go their classroom.

K-8 grade Parent Pick Up

Please park in the lot behind the school. Dismissal for car riders is at 2:05 pm. Students will wait inside our main entrance. Please park your car and walk up the entrance doors. Your child will wait by the doors with staff until you escort your child to the car. If you need to dismiss your child early, please come into the health office to sign him or her out of school.

Your child must be picked up by 2:20 pm (school is out at 2:05 pm). If your child is not picked up by 2:20 pm they will be sent to Kids Club and you will be charged the Kids Club fee.

Arrival and Dismissal for Preschool:

Parents, please enter door #8 located behind the school and check your child in and out their classroom. Check in/out clipboards are located in the classroom.

- 8. What is the Marathon? Saturday, October 3rd.** This fundraiser is the only mandatory fundraiser for SHCS and its success is a tremendous example of how SHCS families and staff pull together to accomplish our goals. The Marathon is also a celebration and a chance for people to come together. We have fun walking running or biking and a picnic to celebrate. All funds remain here at Sacred Heart and they are used to offset the rising costs of providing a quality education. So if you are asked, "Where does the money go?" ***It truly goes to support every part of our mission.***
- 9. What is the Gala? Date will be determined soon.** You won't want to miss this! The Gala is an annual event that our church and school community gather together to celebrate our school, reflect on our successes and renew our commitment to Catholic education. The night starts with a happy hour, then on to an entertaining evening full of fun. Dinner, Drinks, Silent and Live Auctions; all benefitting the school.
- 10. How often and when do the children go to Mass?** The students attend and participate in Mass every Friday at 8:00 a.m. In addition, there will be Holy Day Masses, Stations of the Cross and prayer services throughout the year. Remember, students are required to wear the SHCS uniform shirt.
- 11. How do I find answers?** Your first resource should be the Parent/Student Handbook. If you have any additional questions, you can call the school office, your child's teacher, or Ms. Bursey. Please do not hesitate to call us.
- 12. How do I volunteer?** You will have ample opportunities to volunteer. One of the hallmark Catholic School traditions is that of sharing your time, talent, and treasure

within your child's school community/family. Sacred Heart Catholic School vision and future rests in a very active and engaged school community There are many ways to give of your time, talent, and treasure. Volunteer opportunities are posted on the sign-up tab at the bottom of our home page. Opportunities will be posted each month on SignUp, in our newsletter and through the classroom teachers. We encourage all families to volunteer at least 20 hours per family. All volunteers are required to have the Essential 3: Background check, Code of Conduct and attend a Virtus session.

13. **May I visit?** YES! Guests may eat lunch with students any day. Don't forget to sign in at the school office.
14. **Where should I enter the school during the school day?** If you are volunteering your time, dropping something off or visiting during the school day, please park behind the school and enter door 8. We require you to check in or drop off any items for your student in the school office. We will deliver items to your student for you.
15. **School Hours?** Students start arriving between 7:15-7:25 a.m. School begins at 7:30 am. Students are dismissed at 2:05 pm. Bus transportation information will be available at Back to School Night. If your child will be bussed to and from a daycare, make sure we have the address.

TOP 10 Tips for New Parents

1. Read the Monday newsletter; it is emailed every Monday morning. This is your best source of information.
2. Attend Curriculum Night - September 24th for PreK -4th grade and September 29th for grades 5-8. This is a parent only event with an emphasis on curriculum and new happenings this school year.
3. Attend conferences with your child's teachers. They are on October 12-13th and again, March 18.
4. Volunteer for an event as a way to meet people and have fun. There is an activity for everyone and a chance for everyone to get involved.
5. Come to the Annual Gala. This is SHCS' largest fundraiser of the year We have other fundraisers such as Marathon, Christmas wreaths and a raffle, but the Gala is our top event. It's a fun time and worth attending.
6. Attend school Masses. These are typically on Friday at 8:00 a.m. The kids love to see you and it is so much fun to see the little ones shine with confidence as they take on leadership roles!
7. Join us for our Marathon on Saturday, Oct. 3rd at Sanborn Park. This is a great family event and a great way to meet parents.
8. Order spiritwear from Educational Outfitters in St. Louis Park. Our items are listed on their website under our school name.

What will happen and what you can plan for in September.....

September 2nd, 3:30 – 8:00 p.m. – Back to School Night - come in to see the classroom, meet the teacher, bring in school supplies, visit the used uniform sale, etc. and meet new friends! Then join us for the Back to School Picnic right here at Sacred Heart. Our PTC Committee is sponsoring this event from 4:00-8:00 pm. on the Hubbard Ave. parking lot. We will have a pizza truck and beverages.

September 12 – Parish Fun Fest. Join us for a day of fun for children and adults.

September 17---School Picture Day by Clix. Students may be out of uniform for this day.

September 24 – SHCS Curriculum Night for Pre-K through 4th Grade.

September 29, for grades 5 - 8. Parents will meet with classroom teachers to learn about curriculum, classroom expectations and procedures.

We are excited to have your kindergartener this year. Please email me or call the school office with questions. I will continue to communicate over the summer.

Sincerely,

Karen Bursey

Principal

kbursey@sacredheartschoolrobbinsdale.org

763-537-1329