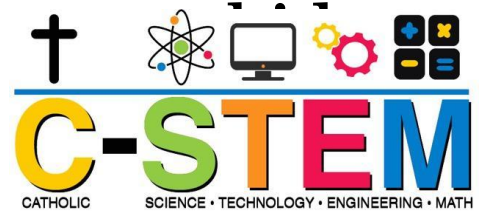




**Sacred Heart
Catholic School**



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

Contents:

Letter from School Advisory Council-Page 2

Letter from PTC Chair-Page 3

Common Questions and Answers-Pages 4-6

Top 10 Tips for New Parents-Pages 6-7

Looking Forward-Page 7

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!

I, along with all members of SAC, am excited your family has chosen Sacred Heart Catholic School. We certainly understand the importance of the decision you made as our children's education, support, safety, and experiences are paramount. We look forward to you seeing firsthand how engaged and supportive the teaching staff is and how much they ensure each child is prepared with the values, knowledge, and skills to excel beyond the classroom. Your children will enjoy additional experiences through the C-STEM program (unique to Sacred Heart!) and will have opportunities to participate in programs like Believe & Read, Accelerated Reader, band/orchestra, science fairs, karate, robotics, and so much more! For my family, too, it was important to find a school that will teach our children to be lifelong disciples of Jesus through learning how and why to pray, the Sacraments, and weekly Mass attendance.

The culture and success of Sacred Heart is based on a wonderful family community. The connectivity of the families, through the various events and volunteer opportunities, is what really makes the school feel like a home. We certainly know the challenges of balancing schedules, which is why there are a variety of ways to jump in and participate depending on what works best for your family. We have a great Parent Teacher Committee (PTC), always welcoming new members and ready to showcase unique talents. Fall Fun Fest is just around the corner on September 23, delicious Fish Fry dinners during Lent, sporting events throughout the year that are always looking for coaches or just fans, chaperoning a field trip, serving donuts on Sunday morning, or even just volunteering to wash the kitchen towels. I have participated in most of these and, admittedly, it takes some effort to work it into my family's schedule. I am always so grateful for the chance to help ensure the school continues to succeed, and love the opportunity to connect with other families. You will see in the weekly newsletters, emailed by Ms. Bursey, the various opportunities for engagement, and they have made it really easy with online sign-ups. Watch within those newsletters, too, for announcements and wonderful stories of what's happening within the school.

We are excited for another school year to begin. If you ever have any questions feel free to email me: Rebecca Lahr, beckini@hotmail.com.

God bless,
Rebecca Lahr, School 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 Catholic School. 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 5:30-6:30 pm*, location will be announced in the weekly school newsletter. We all have busy lives, so we are sensitive to 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.

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,
Parent Teacher Committee

Common Questions and Answers for New Parents from Other Parents

School time: 7:30-2:10 pm. Student drop off: 7:15-7:30 a.m.

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 Mrs. Bowback in the school office. Your message will then be delivered to your child when appropriate.
2. **How does the lunch process work?** We use Lancer Catering for our lunches. All lunches must be pre-ordered, at least 8 days in advance, using a website called Boonli. Parents usually order for the full month. The new menu is always available on the 15th of the previous month. (Example: September menu will go live on August 15th or sooner. Online lunch ordering is available at: <https://sacredheart.boonli.com> For the 2023-2024 school year, breakfast and lunch will be free for all students in MN. Even with free breakfast and lunch, if your child qualifies for Free or Reduced Price Lunch Benefits, we encourage you to fill out the Application for Educational Benefits form on our school website under “Current Families” and then “Back to School Forms”. These forms are also available in the school office. (The 23-24 school year application will be available in July.)
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, 763-537-1329, or email the school office (sbowback@sacredheartschoolrobbinsdale.org), as early as possible on the day your child is absent. If parents do not contact us by 7:45 a.m., we will contact you.
4. **Where do I find the Parent/Student Handbook?** Our handbook is located under the “Current Families” tab on our website.
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. 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. Use our school code, **SacredHeartSTS**, and the order will be shipped to SHCS at no cost. See the school website for more information.
Educational Outfitters in St. Louis Park, <https://minnesota.educationaloutfitters.com>, also has our logo shirts and spirit wear.
7. **Can I purchase used school uniforms?** We have two used uniform sales each year: August and January. Parents are able to drop off gently used uniforms throughout the year. We accept uniform pants/shorts, logo shirts, jumper/skorts, spirit wear.

8. **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. unless prior arrangements have been made.

AM and PM: Preschool

Parents, please enter door #8 located behind the school and walk your child to the PreK classroom. Check in/out clipboards are located in the classroom. If your preschooler has siblings in other grades, they will use door 8 as well.

AM and PM: Kinder students: Drop off and pick up is at Door 8. In the PM, please make a car line and staff will walk your child to the car. If your kindergartner has siblings in other grades, they will use door 8 as well.

Grade 1-8 grade Parent Drop off/Pick up

AM: Please drop your child off on the Hubbard Parking lot in front of school.

Students will cross the street on the corner and patrols will be on hand to cross students safely. Ms. Burse will be at the school door greeting students.

PM: Parents will make a car line on either Hubbard Ave. or 41 ½ Ave. Teachers will walk students to the front of school and we will monitor students walking to their car.

9. **What/when is the Marathon? Saturday, September 30th.** 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 a celebration and a chance for people to come together to benefit non-public education. We have fun walking, running or biking and finish with a picnic. All funds raised remain here at Sacred Heart and 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.***
10. **What/when is the Gala? Friday, February 9th.** You won't want to miss this! The Gala is an annual event that brings our school and parish communities together to celebrate our school, reflect on our successes, and renew our commitment to Catholic education. The night starts with happy hour, leading to an entertaining evening full of fun. Dinner, Drinks, Silent and Live Auctions; all benefitting our school.
11. **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 are Holy Day Masses, Stations of the Cross and prayer services throughout the year. Remember, students are required to wear the SHCS uniform shirt to school masses.

12. **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 (763-537-1329), your child's teacher, or Ms. Burse. Please do not hesitate contacting us.
13. **How do I volunteer?** There are ample opportunities to volunteer. A hallmark of Catholic School traditions is that of sharing your time, talent, and treasure within your child's school community/family. The vision and future of Sacred Heart Catholic School rests in an active and engaged school community. The "Volunteer Signup" quick link on the SHCS homepage, will take you directly to current volunteer opportunities. Additional opportunities will be posted in our newsletter and through the classroom teachers. We encourage all families to volunteer at least 20 hours per family. All volunteers that directly work with students are required to have the Essential 3: Background check, Code of Conduct and attend a Virtus session.
14. **May I visit?** YES! Guests may eat lunch with students any day. Don't forget to sign in at the school office.
15. **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 in the West Broadway parking lot and enter door 8. Please check in or drop off any items for your student at the school office. We will deliver items to your student for you.
16. **School Hours?** Students start arriving between 7:15-7:25 a.m. School begins at 7:30am. Students are dismissed at 2:10 pm.

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 21 for K -4th grade and September 28 for grades 5-8. This is a parent only event with emphasis on curriculum and new happenings this school year.
3. Attend conferences with your child's teachers. They are on October 16-17 and again, March 14.
4. We ask that all families volunteer a minimum of 20 hours per family. You may volunteer for an event as a way to meet people, support the school 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 the Spring plant sale, 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, September 30 at Sanborn Park. This is a great opportunity for fellowship with students and parents!
8. Order spirit wear from Educational Outfitters in St. Louis Park. Our items are listed on their website under our school name. Kids love wearing spirit wear! We have designated one day a week for students to wear spirit wear.

Looking forward to September:

August 30, Begins at 3 p.m. – Back to School Night –Students and parents visit their classrooms, meet the teacher, bring in school supplies, etc. and meet new friends!

Also, our PTC is sponsoring a Back to School Picnic at Sacred Heart. In the West Broadway parking lot we will have free hot dogs, chips, dessert, beverages and fun activities for the kids. Please join us!

September 21– SHCS Curriculum Night for Pre-K through 4th Grade.

September 23– Parish Fun Fest. Sacred Heart Church’s day of fun for children and adults!

September 28 -SHCS Curriculum Night for grades 5 - 8.

September 30—SHCS Marathon at Sanborn Park.

We are excited to have your family at Sacred Heart Catholic School! 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

Direct Line 763-285-6255

School number 763-537-1329