

May 16, 2017. In this issue ...

[Announcements ...](#)

[Catholic Identity...](#)

[Around the Archdiocese...](#)

[From the Superintendent...](#)

[Calendar at a Glance](#)



Students from Mary, Queen of Peace attended "Calling All 5th Graders" last Wednesday.

News from Jan...

Dear Partners in Ministry,

I hope all is going well during these final days of school. Please offer my sincere thanks to your faculty and staff for their tireless dedication to the ministry of Catholic education.

A special congratulations to all of our graduating seniors. I pray they will be continuously appreciative for their Catholic education and the experiences they've had in high school. They have been given the tools they need to succeed in their faith and in their future.

A perfect example of someone that has taken God's tools and used them so well is Mrs. Gertrude Guidry. Mrs. Guidry is this year's recipient of the Regina Matrum Award. She is a long-time parishioner of St. Peter Catholic Church in Reserve. She was honored for her devotion to St. Peter, her faith,

ANNOUNCEMENTS

[Instructional Days Calendar](#)

Please find the Instructional Days Calendar form [here](#). Please fill it out and send it back to the Office of Catholic Schools by May 31st.

[Letter to Parents](#)

Please see letter [here](#) to be sent to parents from Sr. Mary Ellen and Jane Baker in the Office of Catholic Schools. The letter is regarding students' interactions with popular television series, social media, and various other apps.

[High School Admissions](#)

The Office of Catholic Schools website now has all updated high school admission information under the "Admissions" tab. Please look over the new dates for the 2017 - 2018 school year.

and her family. She is a living witness to the power of our faith.

I am grateful for all of you and your hard work throughout this school year. When we all work hard together we are ensuring that our family of Catholic schools grows stronger each day.

Thank you again for your devotion to the ministry of Catholic education. Please don't hesitate to call if there is anything I can do for you.

God Bless,

Jan

Calendar at a Glance...

Principals' Meeting - **June 8th**

Professional Development Workshops - **June 1st and 2nd**

New Principals' Workshop - **July 18th**

Administrators' Retreat - **July 19th and 20th**

Archdiocesan June Principals' Meeting

Please note that because of the June 8th principals' meeting, the Archdiocesan High School Principals' Meeting on June 1st has been cancelled. Please plan to attend the June 8th meeting instead.

W-2/SSN Data Theft Scam Notification

Please be aware of a new scam being used in an attempt to gain access to W-2 and Social Security information. Please see message below, obtained from a recent IRS alert.

A dangerous email scam currently is circulating nationwide and targeting employers, including tax exempt entities, universities and schools, government and private-sector businesses. The scammer poses as an internal executive requesting employee Forms W-2 and Social Security Number information from company payroll or human resources departments. They may even send an initial "Hi, are you in today" message before the request.

The IRS has established a process that will allow employers and payroll service providers to quickly report any data losses related to the W-2 scam. See details at <https://www.irs.gov/individuals/form-w2-ssn-data-theft-information-for-businesses-and-payroll-service-providers>.

Professional Development Workshops

The Summer Professional Development Workshops on June 1st and 2nd will be held at the University of Holy Cross. Please register [here](#) by answering which sessions you'd like to attend.

**This is a new link and it will work if the newsletter is forwarded to other's. It is the same registration as last week, you do not need to re-register if you have already.*

Parent Survey

Please encourage parents to complete the following survey: <https://www.surveymonkey.com/r/9RPK6CL> . The survey is to benefit marketing campaigns in Catholic schools.

Credit Recovery for Academic Remediation

The Louisiana State Department of Education

recognizes credit recovery as an acceptable way for students to make up work for which they have shown academic deficits or for subjects that they have failed to pass. In Credit Recovery, students do not attend traditional summer schools but rather are given a program of studies to complete that targets specific content and skills in which the student exhibits deficits. Therefore, each student is provided an individual program of remediation. Successful remediation and completion of credit recovery is also determined on an individual basis. Schools have great flexibility in handling this process. If you have questions or need support in establishing a process for credit recovery, please contact Mrs. Jane Baker.

Credit - Recovery Summer Program

Our Lady of Divine Providence (917 N. Atlanta Street, Metairie, LA 70003) will sponsor a Credit - Recovery Summer Program for students in need of academic remediation and/or in need of making up credit. The program will begin June 5 and end on June 29. It will be from 9:00 a.m. to 12:00 p.m. Monday through Thursday. The sixty-hour program will consist of 40 hours of in-class instruction with 20 hours of homework. For parents needing full-day services, camp and aftercare will also be available. Cost for the Credit Recovery Summer Program is \$350.00. For information and registration, contact Mrs. Elvina DiBartolo, principal of Our Lady of Divine Providence at 504-466-0591.

Required Services

Forms for required services have not changed. Schools may turn in packets during June as many choose to complete the process before the summer vacation. The final deadline for submission to the Office of Catholic Schools is August 1, 2017. Please view Required Services Suggestions Page [here](#). Click [here](#) for the Required Services Summary Time Record Form. Click [here](#) for the Required Services Reimbursement Form. Click [here](#) for the Required Services Time Log.

REMINDERS

2017 - 2018 Calendar

Please view the tentative calendar for the 2017 - 2018 school year [here](#).

Principal Contracts

Please find the Parish Principal Contract [here](#), Parish Assistant Principal Contract [here](#). Please find the

Archdiocesan Principal Contract [here](#), Archdiocesan Assistant Principal Contract [here](#).

Certificates of Promotion

The Archdiocese of New Orleans 2016-2017 Certificate of Promotion is being sent electronically this year. Principals are asked to complete the certificate and print on certificate or ivory parchment paper. Click [here](#) for official copy.

CATHOLIC IDENTITY

Administrators' Retreat

The Administrators' Retreat will be held July 19th - July 20th at the Beau Rivage in Biloxi, Mississippi. The retreat will begin Wednesday, July 19th at 9:00 a.m. Please mark your calendars.

Theme: *Encountering Jesus, Ministering with Joy*

Presenter: Dr. Tom Neal, Academic Dean at Notre Dame Seminary

Cost: \$300.00 - This includes the cost of the room for Wednesday night and breakfast, lunch, and dinner on Wednesday and breakfast on Thursday.

To register, click [here](#).

New Principals' Workshop

The New Principals' Workshop will be held Tuesday, July 18, 2017, from 9:00 a.m. to 9:00 p.m., at the Beau Rivage in Biloxi, Mississippi.

Administrators beginning their first year should attend. Administrators completing their first year are encouraged to attend.

Cost: \$250.00 for the New Administrators Workshop, which includes the room on Tuesday night and breakfast, lunch, and dinner on Tuesday.

To register click [here](#).

AROUND THE ARCHDIOCESE

Pencil Drive

St. Ann CYO is trying to collect 1 million pencils to represent the more than 1 million babies who are lost through abortion in the United States each year. They will be put on display, along with information about fetal development and the history of abortion in the United

States. St. Ann CYO is asking that students donate their used pencils at the end of the school year to help with the collection. Please see flyer [here](#) or contact David Wilson at stannreled@bellsouth.net for more details.

ACT Aspire Survey

ACT is very interested in your thoughts and opinions related to your experiences with administering ACT Aspire. Please complete the survey [here](#).

Administrators' Conference

Please join us for the Archdiocese of New Orleans 51st Annual Administrators' Conference in Biloxi, MS on October 11 - 13, 2017. Our theme is Embracing Bold Leadership. We are pleased to have Simon T. Bailey, Marceta F. Reilly, Steve Ventura, and Cathy Lassiter as our keynote speakers. Register [here](#).