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*These first and second graders from St. Joan of Arc couldn't contain their excitement for the last day of school! Happy Summer!*

## Welcome from RaeNell...

Psalm 106:1 "Give thanks to the Lord,  
for He is good! His faithful love endures  
forever."

Dear Colleagues,

As I sat down to write my first message, I was overwhelmed with a tremendous sense of gratitude. I am grateful that God has given me the opportunity to serve you as superintendent of Catholic schools. Over the last five years, I have come to realize that each of you exhibits stewardship by bringing your unique gifts and talents to the ministry of Catholic education. You are dedicated and passionate Catholic educators, and I am proud to serve the young Church with you! I look forward to working with you to strengthen Catholic education in the Archdiocese of New Orleans.

The Office of Catholic Schools will

## ANNOUNCEMENTS

### Professional Development Workshops

A confirmation email will be sent out tomorrow to all those who have registered. If you do not receive a confirmation email tomorrow, please contact Madeline Bordelon at [mbordelon@arch-no.org](mailto:mbordelon@arch-no.org) to register through email.

### Finger Print Based Criminal Background Checks (CBC)

Informational brochure and forms to be completed and brought to OCS may be found [here](#). Please do not make any changes to these forms, as they are state mandated.

Please remember to call OCS to schedule an appointment for finger printing, it is important that each employee schedules a time to get finger printed. Appointments only take place on Tuesdays and Thursdays.

begin the 2017-18 planning process with a workshop in June. Our June workshop will be built around the information collected at the June 8th meeting for all Catholic school presidents and principals. Your input and feedback are essential to the planning process. Our goal is to learn how we can BEST serve you. The June 8th meeting will begin with prayer and opening remarks from Archbishop Aymond, followed by a brief reflection period, and small/large group discussion. We will conclude with closing remarks, prayer, and lunch.

In closing, I want to thank each of you for your prayers, words of encouragement, and support! I would also like to thank Jan for all that she has done for the Office of Catholic Schools, most especially for supporting me during this time of transition. Lastly, I would like to thank Archbishop Aymond for his leadership, trust, and confidence.

I am looking forward to our time together on June 8th! Please use the link below to RSVP.

June 8th Meeting [RSVP](#) and [discussion questions](#) to be filled out and brought to professional development.

Blessings,

RaeNell

## ***Calendar at a Glance...***

Principals'/Presidents' Meeting - **June 8th**

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

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

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

## **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>.

## **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.

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## **REMINDERS**

### **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.

### **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](#).

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## **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 Presidents'/Principals' Workshop**

The New Presidents'/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](#).

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## **AROUND THE ARCHDIOCESE**

### **Core Element 2017 Summer STEM Institute**

Core Element will host its annual Summer STEM Institute, a series of free professional development workshops for New Orleans area math and science teachers beginning June 22. Sponsored by Schlumberger, Summer STEM Institute teachers may choose from a menu of sessions that will be held from 8:30 a.m. until 3:30 p.m. at the University of New Orleans TRAC Center. Learn more [here](#). Register [here](#).

### **Rice University Summer Camp**

This summer, Rice University will be offering summer camps for 8th - 12th grade students. Students will have the opportunity to engage in a week-long experience from Sunday to Saturday. They will live in a college dorm and work alongside Rice University STEM students, interact with renowned scientists, participate in project-based learning activities and enjoy a trip to NASA; all while working on skills development in communication and college preparation. To learn more about the summer camp, click [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](#).

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