



SEPTEMBER NEWS

2009

St. Gabriel the Archangel School



Dear Parents,

It is difficult to believe that we are already beginning our second full week of school. The weather has cooperated in helping to make a smooth transition from summer vacation to the start of school. It is really noticeable this week that the students are settling into a routine.

The format of the newsletter will change a bit this year. I will not be beginning the newsletters with the previous month in review. Since we are all so busy with schedules, the newsletter will highlight important dates for the month. The remainder of the newsletter will have details regarding various events for the coming month. Unfortunately, the first newsletter has a lot of information that you have seen before, but it is important to remind everyone as we begin another school year.

September dates:

Tuesday, Sept 1	Room Coordinators Mtng – 7:00p School Mtng Rm
Monday, Sept 7	NO SCHOOL – Labor Day
Tuesday, Sept 8	8 th Grade Parent Confirmation Mtng – 7:00p Café
Wednesday, Sept 9	Library Volunteer Mtng – 9:00a Café
Thursday, Sept 10	High School Night (Grs. 6-8) at St. Mary's H.S. – 7:00p
Friday, Sept 11	Entertainment Book Orders due to Sr. Gail
Thursday, Sept 17	Boy Scout Information Night – 7:00p Gym
Friday, Sept 18	End of 1 st Mid-Quarter; Dress Down Day for those who brought an auction item to the Back-to-School Night
Sept 21 – 25	Standardized Testing (Grs. 3-8)
Wednesday, Sept 23	PFA Mtng “A ‘Q and A’ with Pediatric Physicians” – 7:00p Café (Childcare available)
Thursday, Sept 24	New Family Parent to Parent Q and A 7:00p School Mtng Room
Friday, Sept 25	New Family Parent to Parent Q and A 8:00a School Mtng Room

Welcome Back

On behalf of the faculty and staff of St. Gabriel School, I want to welcome all of you back for the 2009-2010 school year. We want to extend a warm welcome to all of our new families and faculty members.

All of us on the faculty want you to feel at home and we welcome your questions, concerns, and comments. If it is important to you, it is important to us. Faculty and staff members can be reached by placing a call to our school office 353-1229. If you call during the school day, our secretaries, Mrs. Koettker or Mrs. Italiano can transfer you directly to a teacher's voice mail. When calling after school hours, you can access the directory and dial the teacher's extension to leave a voice message. All faculty and staff members will try to return calls within 24-48 hours. I am sure that you will understand that sometimes that is impossible, but we will keep trying. If you have a concern or comment for Miss Davis, please phone the office. I will be happy to speak with you or make an appointment for us to get together and talk. My morning schedule includes attending the children's Masses, observing classrooms, and cafeteria duty. Therefore, it is best to meet with me before school or after 1:00 p.m. If it is an emergency, I can be flexible with my schedule.

If you call the office after hours, you may leave a message in one of the voice mailboxes. The following directory will assist you when calling the office:

Report an absence	x 241	Ken Miller, Maintenance	x 133
General Messages	x 240	Mrs. Frerker, CRE	x 243
Sr. Gail, Band	x 248	Miss Davis, Principal	x 242

When you reach the system, more specific directions will be given for reporting absences and leaving general messages. The teachers also have e-mail, which is available by going to the school website www.stgabschool.org

Our website will be updated by mid-October. You will be very happy with the layout and how user friendly it is. You should have received a letter indicating your family ID and password for accessing grades on-line. The teachers will be upgrading their grade book on a regular basis, at least once a week. For some classes, i.e., art, music, PE, and computers their grades will be fewer than the core subjects, therefore, grades might not be updated weekly. If you have trouble accessing the grades, please call the school office for assistance. If you forgot or lost your family ID and password you can access it by typing in your e-mail address that we have on file. If you are unable to retrieve the ID and password, please call Miss Davis or e-mail her.

The newsletter will be published each month and posted on the school website by the last day of the month, maybe a few days sooner. In addition to the monthly newsletter, Miss Davis will have a link on the "Teachers Corner" to highlight important information for the week. The monthly school calendar and the cafeteria duty calendar are posted on the website as well. Please look at these weekly for they are updated on a regular basis. For families that do not have access to the Internet, a newsletter will be sent home each month with your youngest child. Please let the office staff know if you need a paper copy.

Emergency Forms

The Emergency form was due on Wednesday, August 26th. It is important that we get our files up-to-date as quickly as possible. If you did not return a form, Mrs. Koettker sent one home with your youngest child on Monday, August 31. We need to get the medical information to the teachers.

We ask that you list all medicine that your child takes on a regular basis, even if it is not taken at school. If there was a medical emergency with your child, this information is very important.

Please note the section on the bottom of the emergency form regarding the Buzz Book. By checking "yes", we will publish your name, child's name, address, phone number, cell phone and e-mail in the Buzz Book.

Medicine Authorization Forms

The St. Louis Archdiocesan School Office has worked with a Health Commission comprised of principals and nurses from Cardinal Glennon Hospital. One component that schools have been asked to implement is the Medicine Authorization Form. If your child is to take any prescription or over the counter medicine that is to be administered at school, you are to complete this form before we can give your child any medication. Please return this form as soon as possible.

If your child begins any medicine throughout the school year, a form must be on file if the medicine is to be administered at school.

H1N1 – "New Flu"

We continue to get information from the St. Louis City Health Department, the CDC and the Missouri Department of Health regarding the H1N1. Attached at the end of the newsletter is a flier with recommendations to decrease Influenza A H1N1 in schools. We certainly appreciate everyone's help with keeping children home if they are sick.

Scrip Program

Please refer to the flier at the end of this newsletter with information regarding the Scrip Program. The program begins September 1, 2009 and ends May 28, 2010. If you are not purchasing Scrip, you will be invoiced for the \$100.00 buy-out if you have not yet paid. The buy-out is due by September 15th.

School Reach Phone and E-Mail Program

We have been able to use the program a few times since the beginning of the school year. Once all data is updated, the program will be so useful in getting information to you and not having to look deep into the bottom of backpacks for the Wednesday folder.

It is imperative that if you change your home phone, cell phone, e-mail, etc. you let the office know as soon as possible. Just be patient with us as we set up the system these next few weeks.

If you have Call Notes from SWBT/ATT you can call 1-800-824-4424 and follow the prompts to change your ring cycle to correct the problem with School Reach calls.

Duplicate Mailings

If it is necessary for a family to have a copy of report cards sent to a child's parent who is not living at the address listed on the main registration form, please call the school office. We will be happy to send copies to the non-custodial parent if we have the secondary address. We are unable to duplicate all the other memos or fliers that come from the YMCA, girls scouts, athletic association, etc. We do want to keep you informed with the school related items. Thank you for your understanding.

We are able to set up a separate family account so the secondary address can have access to grades, be on the School Reach contact list for e-blast and phone calls.

PFA Parent Meeting

Our first PFA Parent Meeting will be held Wednesday, September 23rd at 7:00p in the café. The topic is "A 'Q and A' with Pediatric Physicians". Childcare will be available in the meeting room. Those attending will be issued a "Dress Down" pass for their children.

Protecting God's Children

All parents and volunteers are required to attend the Protecting God's Children workshops. Please refer to the information in the church bulletin. You are also required to complete the DFS Central Registry Child Abuse Search Only form and Code of Ethics form. Please contact Eileen (353-6303 x 110) at the rectory office for these forms or any other information regarding the program.

All volunteers – room parents, cafeteria helpers, library parents, coaches, field trip helpers, etc. need to complete this program.

Seeing Teachers After School

If you need to see a teacher after school, we ask that you come to the office. Someone in the office will call the teacher to the office so you can meet with her. Please do not go directly to the teacher's classroom. We appreciate your cooperation in this manner.

Federal Forms

Each year, we are asked to complete a number of forms regarding the demographics of our students. One form that all parents are asked to complete, if they qualify for the program or not, is the Economic Deprivation Form.

The data gathered from this determines the amount of services received from the federal government. One program from which we do get services for the students is Title 1. It is imperative that we get this form completed and returned by all families. This form will be sent home in the Wednesday folder sometime in late September or early October.

Student Insurance

Student accident insurance is available to any family in our school who may be interested. This coverage is offered through United Healthcare STUDENT Resources, a very reputable company that has been dealing with student accident insurance for many years.

To find out more information about the program contact the school office or access the United Healthcare's website at www.k12StudentInsurance.com.

Online enrollment is also available at this site.

Instructions for accessing this website are as follows:

Go to www.k12StudentInsurance.com towards the bottom find the section names Parent/Guardians.

Click on *Our Plans & Pricing*

A blue search box will pop up

Type *Archdiocese* in the School System and select *MO* in the School State box.

Then click *Search* and the ARCHDIOCESE OF ST LOUIS will show up.

Follow directions from there to view plan materials and enroll online.

Title 1 Teacher

As of the writing of this letter, we have been assigned a Title I teacher. At this time, however, we do not know how many students will receive services. The teacher that we have might not be the permanent one, but we do have at least one full-time teacher. We are hoping that we might be able to have another part-time teacher as well. The Title I classroom will be located on the upper floor of the Gabriel House in one of the larger rooms. If we have another teacher, there will be a room on the upper floor of Gabriel House for her.

In order for your child to be considered for services you must complete an authorization letter allowing the Title I teacher to review your child's academic records. This includes standardized test scores for Grs. 3-8 and a teacher checklist for grades 1-2. If your child is eligible based on test scores and teacher checklists, you will receive another permission slip indicating if you want your child to receive Title I services or not. As always, if you have any questions, please do not hesitate to contact Miss Davis or Mrs. Favazza.

All new families and those in Grades K-6 that we do not have an authorization letter for, you will be receiving one Wednesday, September 9 in the Wednesday Folder. Please return the letter as soon as possible.

Visitors

So that we may greet you when you come to St. Gabriel School, all visitors are asked to come to the school office to sign-in. Thank you for your cooperation.

Homework On-line

Parents can check the homework of their children by going to the Teacher's Corner. Simply open that link and click on your child's teacher. The homework will be posted for Grades 4-8. Please note that the primary grades do not have homework every night.

This will be helpful to families when your child is sick and you need to check what they missed. Please give us your comments on this program. We are trying to help you keep up with your child's work.

After-School Care

We do have after-school care provided on site by the YMCA. For more information please call Susan Asmus at 314-644-3100.

We do have some families that need someone occasionally or only for a short period after school, if this is the case, please contact Ruth Farel at 353-2901. She is coordinating the program by providing a list of after-school providers.

Respect and Responsibility

It has been mentioned to us so often that our students are polite and respectful. We ask that you continue to reinforce those skills at home as we do here at school. The simple words of “please”, “thank you”, etc. are so nice to hear.

I ask that not only the students be respectful in their words and actions, but the adults as well. We mentioned this at the Back-to-School Night. Our teachers are very dedicated professionals. I know that you would not like us to address your child in class or in public by just their last name. We all need to be mindful of how we speak. Our children model what we as adults do. They watch so closely our every move.

One other aspect of school is to teach responsibility. The teachers do reinforce this throughout the day by making sure students have supplies, books, etc. for their classes before leaving their homeroom. One way to help the kids make sure they have everything is to set time limits to be ready. This way they are not rushing to get out the door or off to their next class.

We also ask that you do not come to the school after 3:30 p.m. to get books, assignments, etc. Our evening maintenance men are cleaning and doing repairs in the building and it is not their responsibility to take children to the classrooms to get left items.

Entrance into the Building

The main entrance to the building is located in the front on Tamm Ave. A teacher will be at the back door (parking lot) from 7:25 a.m. – 7:50 a.m. Once the bell rings, the doors will be closed and your child will have to enter at the front doors if they are late. I know that this is an inconvenience, especially with the alley not accessible.

It is most important that your child is in their classroom by the 7:50 a.m. bell. The teachers and students use the time from 7:50 – 8:00 a.m. as an organization time. This is instructional time for us. One thing that children need to be taught is organization and this is the time used to get ready for the day. The period from 2:50-3:00 p.m. is just as important for teaching organization.

Deliveries to School

We ask that if you must bring something to school, i.e., medicine, lunches, etc., that you bring these items to the office. We will make sure that your child receives them. Please do not go to the classroom, for this will only disrupt the teacher’s instruction.

Tardy Policy

To be consistent with the grading period of the report card, the policy states that:

Any child with three or more tardies per quarter will serve a detention. A detention is served for every three tardies per quarter. At the beginning of each quarter, the slate is wiped clean.

Detentions are held on Wednesday from 3:15-3:45 p.m. for grades K-5 and from 3:15-4:15 p.m. for grades 6-8.

I do want to emphasize that the high schools do look at the absences of students. If there is a high number of tardies it can hinder your child from getting into their high school.

Anyone serving a detention is to be picked up by a parent at the front of school on Tamm. If the child is to walk home, they can leave by the front or back entrance.

Student Pick-Up and Drop-Off

We ask that you drive slowly on Murdoch, Tamm and Nottingham during school hours. Many students cross the street during the day and with the parked cars it is difficult to see them. Also, with the large number of students on the lot in the morning and afternoon, we ask that you do not bring any pets on the parking lot. Thank you for your cooperation.

Standardized Testing

During the week of September 21-25, the Iowa Tests of Basic Skills (ITBS) will be administered to students in Grades 3-8. The faculty and staff use standardized tests in evaluating and planning curriculum. Because such tests are different, it is not possible to compare school districts using testing results. Also due to different conditions at each school, it would not be an appropriate measure of comparison among individual schools. The value of standardized testing is not in comparing schools or districts, but rather in assisting a school staff with planning.

Children's Mass

The children attend Mass throughout the week. On the monthly calendar, the number/letter in the upper corner indicates the class that is planning the Mass. We hope you can join us at the 8:00 a.m. Mass. The following is the grade level Mass schedule:

Monday	Grades 4-5	Wednesday-----	Grades 6-8
Tuesday	Grades 1-3	Thursday-----	Grades 1-8

Please watch the monthly calendar and the memos sent home regarding the Baptismal Celebrations on Thursday, usually the third Thursday.

Sweatshirts

On the school website is an order form for the sweatshirts available through the SGAA (St. Gabriel Athletic Assoc.) The royal blue sweatshirt with the St. G. logo is available throughout the school year.

Please note that these are in stock for the first purchases, but as the year progresses, the quantity on reserve is not as many. Be patient when you place your order for it may take a few days to a week to process the order. If you have any questions, please contact Sarah McCarthy (481-3525).

Order forms will be coming home later in September for the sweatshirts that can be ordered at Famously Yours, our uniform supplier. These sweatshirts are navy or red with the large "G" appliquéd on the front or the shirts with "St. Gabriel" in block lettering on the upper left crest.

High School Informational Night

For parents of grades 6-8, we will host an informational night regarding high schools and the selection process. This will be an informal meeting to address questions that you have as well explain what we do at St. Gabriel School to help you and your child through this process. Please mark your calendars for Tuesday, October 13th at 7:00 p.m. in the cafeteria.

This meeting is different than the High School Night that will be held at St. Mary's High School on Thursday, September 10th at 7:00 p.m.

The Archdiocesan School Office has a website that has high school information available. To access the sight follow these steps:

<http://www.archstl.org/education>

go to Secondary section

(<http://www.archstl.org/education/secondary>)

click on the "Admissions" page

(<http://www.archstl.org/education/secondary/admissions>)

then click on "Catholic High School Directory"

(<http://www.archstl.org/education.secondary/redbooksec.html>)

PFA News

The PFA is in need of help for the auction. The auction is on Saturday, February 27, 2010. This is the 17th Annual Dinner Auction the PFA will host. The auction is the school's largest fundraiser and it is an exciting evening for workers and attendees alike.

If you would like to be a part of the planning committee, please call Joan Burnes at 481-0309. There are many ways you can help, some of which involve pre-planning and/or working the night of the auction. If you have never experienced St. Gabriel's Auction, you should make it a point to be there this year!

The auction proceeds have helped to purchase computers for the computer lab and classrooms, teacher desks, student desks, file cabinets for teachers, marker boards, Smartboards, "Call to Build", parking lot resurfacing, etc. A portion of the auction proceeds from last year was given to help defray the cost of the HVAC in the gym and classrooms under the gym. As you walk through the school, many of the improvements in furniture, fixtures and technology have been made possible each year with the proceeds of the auction.

School Pictures

School pictures are scheduled for October 13th. An informational envelope/flier will be sent home in October. Each student must bring the envelope back to school with the check made payable to LIFETOUCH, if you choose to purchase any picture packet. If you are not satisfied with the pictures, a picture retake day is scheduled in mid to late November.

Students may come dressed out of uniform this day.

In-Service Day

Please note that there will be no school on Monday, October 5th. The faculty will be attending an in-service day with the other schools in our area.

Campbell Labels/Box Tops for Education/ Target/Ink Cartridge/Office Depot

Our school is once again participating in the Campbell's Labels for Education Program and Box Tops for Education. We will be passing on more information in the next weeks to come. For the past school year, we had a profit of over \$1500.00 for the Box Tops Program. With the Campbell Labels, we have banked our receipts so we can purchase items for the school that require a large number of label points. Our "Take Charge of Education" program sponsored by Target has been very successful. The monies from these programs go into the PFA Fund to offset auction expenses, purchases supplies for the school, and help with the teacher appreciation gifts.

We are also continuing the inkjet cartridge recycle program. Please note that the recycle program does not accept TONER cartridges, just INK and LASER cartridges. Most toner boxes do include a mailing back label for recycling. We do not get money for toner cartridges.

Office Depot will continue the 5% back to school program throughout the school year. Some stores say the program only runs through September. Just remember that when you checkout, tell the cashier you want your purchase to go to St. Gabriel School. Last year we received over \$1300.00 in store credit. This really helps our school budget since we purchase a lot of our supplies from them.

If you make purchases on-line at Office Depot, you can have that purchase count toward our school. At the end of your purchase there is a link that you can go to for the Back-to School Program. You need to have your order number and our school ID 70057490. Enter the required information and the school benefits.

Congratulations

- ...To Maggie Banahan and Phil Stelzer, 2009 St. Gabriel graduates for being two of the three St. Louis Hills Neighborhood Association Scholarship recipients.
- ...To all the students from the 2008-2009 school year for the money raised for Jump Rope for Hearts/Hoop for Heart Combined Event. Of the top ten schools, we ranked 4th by donating \$6,184.35.

Thank you, Thank you,

- ...To Lydia Elliott, Donna McEvoy, and Rhonda Seimer for organizing the First Day of School Coffee.
- ...To the Chapman Family for donating good scrap paper.
- ...To the Anne Gleidt for donating office supplies.
- ...To the Talley Family for donating paper.
- ...To the Zervos Family for donating books to the library.
- ...To the Banker Family for donating good scrap paper.
- ...To the Simokaitis Family for donating supplies for the art room.
- ...To our teachers who did a fantastic job of getting their classrooms ready.
- ...To our maintenance staff for getting the building ready for the school year.

I pray that this will be a very successful year for our students, parents, and teachers. As we enter this year, let us keep our focus on why we have our children attend Catholic schools. The faith development of our children is the primary goal of our educational system. As we continue to celebrate the 75th Anniversary of St. Gabriel the Archangel Parish, let us “Grow in Faith”. Let us all work together to support the belief of our faith that so many have done in this parish since its founding in 1934.

Sincerely,

Miss Davis
Principal

Recommendations to Decrease Influenza A H1N1 in Schools

- Each morning, all parents/caregivers should assess all family members and especially all school-age children for symptoms of influenza (fever and cough or sore throat cough) or other symptoms that might be influenza.
- Each morning all school faculty should assess themselves for symptoms of influenza.
- Students or faculty with **influenza-like illness** (fever and cough or sore throat) should stay home and not attend school. All sick students and faculty should stay out of school for at least 24 hours after the fever is gone. (Fever should be gone without the use of fever reducing medicine.)
- If a child or adult is **ill with other symptoms**, they should stay home at least one day to observe how the illness develops and until completely fever-free for 24 hours.
- Schools should screen students and staff for visible signs of possible influenza illness upon arrival at school.
- Students and staff who appear ill at arrival or become ill at school should be promptly isolated and sent home.
- Persons who are ill should stay home and not go into the community unless they need medical care. Ill students should not attend alternative child care.
- As always, situations can be individualized and school authorities may close school at their discretion. Parents may use their judgment regarding the risk and benefits of sending their children to school during this influenza outbreak as they would during a seasonal influenza outbreak.
- CDC no longer recommends schools routinely closed on the basis of a diagnosis of suspected or confirmed cases of influenza A H1N1. As is our practice with seasonal influenza, schools may be closed if larger numbers of students or faculty become ill and school functioning becomes disrupted.
- Encourage respiratory etiquette; wash your hands often with soap and water, cover your nose and mouth when coughing or sneezing, try not to touch your eyes, nose, or mouth, and stay away (6 feet) from people who are sick.

Local and state health departments will continue to monitor information both locally and nationally and continually assess whether changes are needed in these or other A H1N1 influenza disease control measures.

Adapted from Seattle and King County Information about H1N1 Toolkit for Schools and Parents Updated 5/14/09



2009 -2010

The SCRIP Program is back and we have listened to our shoppers to help make our program more user friendly and more convenient for you!

As a reminder about how the SCRIP program works, SCRIP is simply a word that means “substitute money”. SCRIP shopping cards are the same cards that you buy at the retailer. SCRIP participating retailers agree to sell these cards to our organization at a discount. Member families like yours buy the cards for full face value (as you would at the retailer), you redeem them for full face value, and our school keeps the difference. Everybody wins: the retailer gets cash up front *and* repeat business; we have an awesome fundraising alternative that involves NO SELLING; and our school gets a regular source of revenue!

St. Gabriel's requires participating families to spend a total of **\$1530 (\$170 x 9 months) by May 28, 2010**. You can even ask your family members, friends and neighbors to help. They help you while supporting our school and our community. Simply have them tell the SCRIP seller that they are purchasing the cards for your account. You will receive a quarterly statement keeping you informed of your current status. Report cards will be held beginning the third quarter if your account is significantly behind.

Some exciting changes this year include:

1. If you place an order by **9a Monday morning** and we are able to fill the order from in stock inventory, your order will be ready for you by **3p that same day**.
2. **You may choose to have your child bring your completed order home**. This year we will call the students to the office, have them sign for the order and send it home with the student. It is understood that your child's acknowledgement of receipt of the order releases St. Gabriel's from liability of the order.
3. For your convenience, SCRIP cards will be sold Tuesday – Thursday 7:30a – 2:45p at the rectory, Tuesday and Thursday after school, and after 5p Saturday Mass, 9a Sunday Mass and 11a Sunday Mass in the back of church.
4. **MANY new retailers have joined the Great Lakes Scrip Family** and we will be adding new retailers to our in-stock inventory. Look for them soon!
5. Check out the complete list of retailers at **glscrip.com**. If you participated in the program last year, there is no need to re-register. If you're not registered, simply go to **shopwithscrip.com** and follow the easy enrollment steps. Our organization code is **5E1B144F17489**.
6. If you choose to order on-line, please print out the order confirmation and send along with your payment. This page also has the release for your child to bring the order home. This page **MUST** be signed and returned with payment if you want to have the order released to your child.
7. If you use an in-stock order form, you must sign the release at the bottom to have your order released to your child.

For clarification, many of you asked why you cannot use credit cards to pay for your SCRIP cards. Because each retailer gives a different percentage back, our average return is about 3%. Since credit card companies charge 3% to use their services, it would not be productive to use credit cards. The Great Lakes Scrip Center does not even offer the service due to this fact.

SCRIP truly is a simple way to put your regular household shopping dollars to work. You earn money for our school without spending a single additional penny! I hope I have answered many of your questions.

Please e-mail me at scripcoordinator@stgabschool.org
Sherry Lundergan, SCRIP Program Coordinator