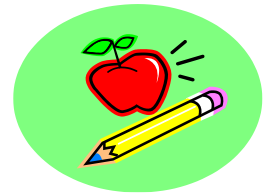




**SEPTEMBER NEWS**  
**2010**  
**St. Gabriel the Archangel School**



Dear Parents,

Wow! The summer went fast and the first weeks of school are following the same way. It is difficult to believe that we are completing 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. As I walk through the halls and visit classrooms, I can see that the students are getting into a routine. With the addition of the Interactive boards in all the classrooms, I see a lot of variety to the learning activities taking place.

The format of the newsletter will be as last year. I will not begin 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	Library Volunteer Mtng – 9:00a Café
Monday, Sept 6	NO SCHOOL – Labor Day
Tuesday, Sept 7	8 <sup>th</sup> Grade Parent Confirmation Mtng – 7:00p Café
Thursday, Sept 9	High School Night (Grs. 6-8) at Bishop DuBourg H.S. – 7:00p
Friday, Sept 10	Dress Down Day for those whose parents donated an item for the auction at Back-to-School Night Entertainment Book Orders due to Sr. Gail
Wednesday, Sept 15	Blizzard Money Due
Thursday, Sept 16	8:00a Mass – Baptismal Celebration; Boy Scout Information Night – 7:00p
Friday, Sept 17	End of 1 <sup>st</sup> Mid-Quarter
Sept 20 – 24	Standardized Testing (Grs. 3-8)
Thursday, Sept 23	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
Tuesday, Sept 28	PFA Meeting – Topic: Internet – Social Network Sites – 7:00p Café
Thursday, Sept 30	8 <sup>th</sup> Grade Retreat with other City Catholic School

**Welcome Back**

On behalf of the faculty and staff of St. Gabriel School, I want to welcome all of you back for the 2010-2011 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 call or e-mail. 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. Wendell, CRE/Curriculum Coordinator	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](http://www.stgabschool.org)

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. 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 26<sup>th</sup>. 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 Friday, September 3<sup>rd</sup>. 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.

## **Enrollment Update**

With our enrollment being down from previous years, I want to give everyone an update as to how the numbers breakdown. The rumor is we have lost a lot of students to the new Charter school. That is not the case. The following is a breakdown of where students transferred:

St. Louis City Public Schools	3	Moved to St. Louis County	9
Charter (Gateway Science)	4	Catholic Schools (City or County)	4
Charter (on Fyler)	3	Moved out of state:	3
Charter (on Grand)	1		

<b>2009-2010 (May)</b>	<b>513</b>
<b>Total Transferred</b>	<b>27</b>
<b>New students (1-6)</b>	<b>28</b>
<b>Graduated Class of 2010</b>	<b>61</b>
<b>Kindergarten (Aug 2010)</b>	<b>41</b>
<b>Enrollment (Sept 2010)</b>	<b>494</b>

Our loss is from the small Kindergarten class. This was not a surprise based on the baptismal records for this class. In 1993 the enrollment was 580. Over a twenty year period, we have lost 86 students, an average of about 4 per year. This is not bad compared to what other schools are facing.

One way to keep our enrollment up is to talk about the good things that we have at St. Gabriel the Archangel School. We are very fortunate to have so many programs to offer to our students. So often the negative becomes the focus. I challenge each and every one of you to focus on the positive. We need to look at the big picture and not focus so much on the little things. Overall, our students are successful. Every student in the Class of 2010 is attending a Catholic high school. We have eight 8<sup>th</sup> graders who are attending Advanced Algebra at Bishop DuBourg High School this year. For more information about the Advanced Algebra Program, please see the "Message from the Principal" on the website. Be true disciples of Jesus by following in His footsteps to share the "Good News" not only of our faith, but of the faith that is being lived at St. Gabriel School and Parish daily.

## **Scrip Program**

Information was sent out by e-blast the first week of school. If you do not have the SCRIP Guide to Purchasing, please contact the office. 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 15<sup>th</sup>.

## **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, girl 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. Please contact the office with an e-mail address for the second family account

### **PFA Parent Meeting**

Our first PFA Parent Meeting will be held Tuesday, September 28<sup>th</sup> at 7:00p in the café. The topic is “Internet Safety and Social Networking Sites”. 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. The Economic Deprivation form is one that all parents are asked to complete, if they qualify for the program or not.

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](http://www.k12StudentInsurance.com).

Online enrollment is also available at this site.

Instructions for accessing this website are as follows:

Go to [www.k12StudentInsurance.com](http://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 full-time teacher as well. The Title I classrooms are located on the upper floor of the Gabriel House in one of the larger rooms.

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, it was sent home on Wednesday, September 1 in the Wednesday folder. Please return the letter as soon as possible.

### **Visitors**

We will have a new system at the front door within the next few weeks. All visitors will use the camera/phone on the left side of the front door. The secretaries will be able to see anyone coming to the front door as well as speak to you before entering. All visitors must come to the office and 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.

### **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.

### **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 20-24, 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 12<sup>th</sup> at 7:00 p.m. in the cafeteria.

This meeting is different than the High School Night that will be held at Bishop DuBourg on Thursday, September 9<sup>th</sup> 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 26, 2011. This is the 18<sup>th</sup> 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 complete the technology upgrades of new computers for all classrooms and the computer lab as well as Interactive boards for seven classrooms. 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 12<sup>th</sup>. 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 Friday, October 1<sup>st</sup>. 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 \$2000.00 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.

With not having the Office Depot located on S. Kingshighway, our profit for the 5% back to school program as decreased. If you are shopping at any Office Depot, please make sure you mention our school name at the time of checkout so we can receive 5% of your purchase.

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.

**Thank you, Thank you,**

...To the Burnes Family for donating magazines to the library.

..To the Simon Family for donating books to the library and good scrap paper.

...To the following students for doing the bulletin boards in the school hallway: H. Randolph, K. Kirner, M. Stinehart, A. Evola, L. Swaney, T. Martin.

...To the Randazzo Family for donating books to the library.

...To the Lofstedt Family for donating art supplies.

...To the Kirner Family for donating magazines to the library.

...To the Ford Family for donating office supplies.

...To the Fischer Family for donating books to the library.

...To the PFA for cleaning the faculty room and providing snacks for the first days of school.

...To the Class of 2010 for donating \$1,700.00 to the upgrade of technology for the school.

...To the PFA for organizing the Coffee & Donuts on the first Friday of school

...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. Our theme is "Discipleship: Following in His Footsteps". Talk to your children to see how they are living this out.

Sincerely,

*Ann M. Davis*

Ann M. Davis

Principal

**Dear St. Gabriel Community,**

**On behalf of my family and myself, I want to thank you for your outpouring of love and prayers to us over the death of my Mom. We are overwhelmed and deeply touched by the cards, prayers, Masses and flowers that you have sent. My Mom loved to attend the St. Gabriel Band Concerts, and was here this past Spring. She lived a full life of 94 years and died peacefully.**

**With a sad but grateful heart,  
Sister Gail and the Buckman Family**