



"Anchored by Faith, Sailing into Learning."

Ahoy Mates

Let us begin this school year grounded in the new Mission Statement of Holy Trinity Catholic School. We are nearing the completion of Our Middle States Self Study, Excellence by Design. This study is an accreditation protocol that uses strategic planning as a vehicle for growth and improvement in student performance and in the school's capacity to effect that growth. Excellence by Design provides the framework for formally aligning all the work of the school to ensure that all of its efforts are coordinated and focused on achieving the school's mission. Over the next seven years we will follow the action plan so that our vision becomes a reality.

On March 5th – March 8th, Holy Trinity Catholic School will receive a visit from a team of 5 educators from The Middle States Association to determine if our school is eligible for reaccreditation. The team will observe classes, meet with the pastor, teachers, staff community stake holders, and the various school organizations. This has been a long and grueling process but we know that our hard work and new vision will have a positive effect on all aspects of our school.

New Mission and Belief Statement and Profile of a Graduate:

Mission Statement:

Holy Trinity Catholic School accepts that each child is a unique creation of God with spiritual, intellectual, and social needs. As members of the faith community, we instill in our students the teachings of the Catholic Church which are rooted in the Gospel. We foster relationships among parents, faculty, staff, and the community rooted in the Catholic Faith. Our academic mission is to empower our students to become active and creative 21st century learners equipped with skills to thrive in today's changing world. Our faith mission is to develop students with a sense of understanding and compassion for others and who are advocates for Catholic social teaching according to the Gospels of Jesus Christ.

Beliefs:

We believe all people are children of God, unique, and therefore are treated with dignity and respect.

We believe our school inspires students to grow in their commitment of service to God and others.

We believe our clergy, teachers, administrators, parents, and community share the responsibility for advancing the school's mission.

We believe that students' everyday successes and work ethic should be celebrated.

We believe that providing opportunities for students and teachers to gather in worship and prayer in communion with the Church is vital to the students' spiritual development.

We believe our Catholic school provides a safe, structured, positive learning environment for each child.

We believe all children deserve a quality education, in which individual needs are met and enriched.

We believe providing a quality Catholic education will inspire our students to become critical well-rounded thinkers who are lifelong learners.

Profile of a Graduate:

It is our goal that a graduate of Holy Trinity Catholic School will act in a Christ-like manner, explore an intellectual environment, and develop a social conscience.

Spiritual Values: A graduate will demonstrate the quality of spiritual values by continuing to:

Remain an active participant in Mass and the Sacraments.

Continue to build a deeper spiritual relationship with God.

Advocate for the tenets of the Catholic Church.

Show compassion and respect for all.

Intellectual Values: A graduate will demonstrate the quality of intellectual values by continuing to:
Meet the challenges of a rigorous curriculum.

Utilize current technologies to collaborate, create, and communicate in the diverse, global, and technological society

Approach life with an active curiosity and remain a lifelong learner.

Embrace academic adversity as an opportunity to grow.

Social Values: A graduate will demonstrate the quality of social values by continuing to:

Exhibit citizenship through maturity and respectable character.

Act as role models in the community.

Serve the school, church, and community through volunteer work.

Be a well-rounded individual by participating in a variety of extra-curricular activities.

Welcome: Holy Trinity would like to welcome our new families. Abajace, Abdulmassih-Cayama, Abramowicz, Allen, Arbster, Balur, Barnabei, Berteotti, Bhagavan, Brown, Coperich, Cromie, Dantzler, DeChicchis, Diaz, D'Itri, Drake, Dzurenda, Fabre, Feldbauer, Fullerton, Garrett, Gawaldo, Gladu, Goodwin, Grajeda Arroyo, Guckert, Hibnes, Humbert, Jarocki, Jun, Juzwick, Kalyan, Kane, Keeney, King, Kish, Krenzelak, Lewis, Lloyd, Martin, Matusic, McClelland, McCreedy, McGinley, McHugh, McKaskle, Millan, Monyak, Moser, Mueller, Ocheltree, Ohl, Raubaugh, Roehn, Schmidt, Schneider, Sikorski, Simpson, Sinicki, Slifko, Spisak, Staudenmeier, Stephens, Stoffella, Stuvek, Sutt, Swank, Walsh, Walsh, Walz, Woods, Young, Yurchak, Ziehler, Zimage, Zimmerman. Thank you for choosing Holy Trinity Catholic School for your child. Welcome to the family.

Teacher and Staff Changes: We are blessed to have a dedicated and talented staff who care deeply about your child's success and well-being. Our staff work diligently every day to create positive learning environments where you child can grow in both academics and social-emotional learning. As principal, I believe one of my primary responsibilities is to ensure that the conditions for learning, for both adults and students, are positive and supportive. This allows everyone, including myself, the chance to try new things and share ideas so everyone in the school community can grow and learn.

This year brings a few additions to our staff. We are delighted to welcome Kimberly Kugel our half day preschool teacher, our first grade aides are Mrs. Catanzarite and Mrs. Dellemonache, and preschool aide Mrs. Carlson. Welcome to all our new staff members. We are happy to have you on board.

Several of our teachers will be teaching in a different grade this year. Mrs. Jablonski will be a middle school teacher with a 7th grade homeroom and Mrs. Wallover will have a 6th grade homeroom. Mrs. Beck (Castello) will be teaching 5th grade and Miss Folino will be teaching 3rd grade. Miss McGuire will be teaching 4 year old 5 full day preschool and Miss Sutton will be teaching 4 year old and 3 year old full day preschool.

This summer the school has been a beehive of activity. Numerous maintenance and construction projects have occurred. First, all of the hallways, the entry way of the school, nine classrooms, the faculty room, faculty bathroom, and the school offices were painted. New carpeting and hard wood flooring was installed in in the main hallway and 2 classrooms received new carpeting. All of the interior doors were replace in the primary and intermediate hallways. The middle school hallway received new doors last year and this year new ceiling tile was added to this area. Lastly, a large storage shed was built near the playground.

There are still several projects to be completed over the next few month. The stairwells and doors will be painted as well. An additional 4 classrooms will be carpeted. I want to thank our maintenance crew, Jack and Paul for all of their hard work this summer. Our school looks amazing!

Meet & Greet: I want to personally invite you to attend our Meet & Greet Night on and Wednesday, August 29th grades 6th - 8th from 6:00 – 8:00pm.

Welcome Back Picnic: The PTG Annual Welcome Back Picnic on held Wednesday, August 22nd at Clever Park from 6:00pm – 9:00pm. It was an awesome HTS community event. It was nice to see some many families, staff members and teachers in attendance. Great job, PTG!

Iowa Standardized Testing Week: During the week of September 17th – 21st. IOWA tests in grades two through eight will be administered. The IOWA is timed, and students may go back to review questions and answers within a given subject area. The IOWA is a mandatory standardized test through the Diocese It is one more piece of information to view student and class growth as well as the school's educational rigor in compared to other private schools in the nation.

It is critical we have our students rested and ready the week of the testing. Please do not take any holidays during this time as it is critical your child take this test in a scheduled and appropriately paced manner. If your child is sick, there will be make-up days as explained. Eating, sleeping, and keeping to schedules have proven to aid in success of these tests. As teachers will allow snacks during given breaks of testing, please ensure your student has a healthy, high protein snack hand held test. No drinks are permitted.

Staff Roster 2018 - 2019 and email addresses: All email addresses follow this format; the first initial of first name and last name @holytrinityrobinson.com. Here is an example kstevenson@holytrinityrobinson.org

Father Ken Keene	Pastor	Miss Anne Castello	5 th Grade
Mrs. Kimberly Stevenson	Principal	Mrs. Brenda Ford	6th Grade
Mrs. Gemma Ruggiero	Secretary	Mrs. Rachael Wallover	6th Grade
Ms Bonnie Amendola	Business Manager	Mrs. Darci Smith	7th Grade
Mrs. Carol Shaffer	Academic Support Coordinator	Mrs. Clara Jablonski	7 th Grade
Ms. Kim Kugel	3 & 4 year Half Day Preschool	Mr. Alan Betten	8th Grade
Mrs. Denise Somma	Aide	Miss Amanda Codori	8th Grade
Miss Amanda McGuire	4 year old Full Day Preschool	Special Teachers	
Mrs. Elizabeth Michnowicz	Aide M - W	Mr. Adam Miller	Health / Gym/ Computers
Mrs. Stephanie Baker	Aide Th & F	Miss Cassidy Shipley	Music / Band/ Chorus
Miss Lauren Sutton	3 & 4 year Full Day Preschool	Mrs. Margie Boehm	Art
Mrs. Bobbi Carlson	Aide M- F	Mrs. Amarillys Ojeda	Spanish
Ms. Megan Holleran	Kindergarten	Miss Sumpter	Carlyton Reading and Math
Mrs. Ashley Kalyan	Aide	Miss Dzadovsky	Montour
Mrs. Mary Ellen Moore	Kindergarten	Mrs. LaBrozzi	AIU Speech and Language
Mrs. Ronelle Boburka	Aide	Mr. Jeff London	AIU Counselor
Miss Josette Bruno	1 st Grade	Mrs. Malarky	AIU Reading
Mrs. Kelli DiPaolo	1 st Grade	Mrs. Char Osso	Cafeteria Manager
Mrs. Colleen Thiry	2nd Grade	Mrs. Angela Scalomonga	Cook
Mrs. Mary Ann Ringel	2nd Grade	Mrs. Neychel Ludwick	Cafeteria
Miss Christina Folino	3 rd Grade	Mr. Paul Ribsy	Maintenance
Mrs. Elizabeth Addison	3 rd Grade	Mr. Jack Beerman	Maintenance
Mrs. Laura LaGrosse	4th Grade	Mrs. Marguerite Zukowski	Librarian
Mr. Matthew Loftis	4 th Grade	Mr. John Ott	Violin
Miss Michelle Golden	5 th Grade	Mrs. Leslie Williams	Advancement Director

School Times and Policies

Morning: Students in Kindergarten – 8th grade may begin entering the building through door 15 at 7:45am. Children must be inside the school by 8:00 am to avoid being tardy.

Preschool parents in the main building should report to the car rider door no earlier than 8:00am. The classroom aides will be at the door until 8:10am to admit students.

Parents of kindergarten and preschool children can walk their children to their classroom for the 1st week of school after that you will kiss them goodbye at the car rider doors.

Preschool parents in the preschool building should report to the school no later than 8:00am unless you need a later drop off time. Please arrange that with the teacher.

Dismissal: Students in kindergarten – eighth grade will be dismissed at 2:50pm and preschool children will be dismissed at 2:30pm at door 15.

Car Rider Procedures: At Holy Trinity Catholic School, your child's safety is our greatest concern. We recognize that life is extremely busy, but we also know that putting a child at risk is never excusable. To ensure all children's safety, please help us by adhering to the following procedures.

Drop Off

- Please form one line and pull up to one of the six orange cones. Six cars can unload at one time to move things along more quickly.
- Two staff members will be on duty to ensure the line moves quickly and that your child safely enters the building.
- Do not use the drop off location as a parking spot or for communication.
- Children need to be ready to disembark. You may, however, park your car and escort your child into the building if they are in the full day Preschool.
- It is important to remember to park only in the designated parking spaces. Do not create your own.
- With a 15 minute window for drop off you cannot wait until the last minute to arrive because there will be a line. The doors will close promptly at 8:00am for grades kindergarten – eighth grade students. After 8:00 you will need to walk your child in through the main door. Preschool parents should begin student drop off at 8:00am – 8:10 am.

Pick Up: Please use the map for the daily dismissal traffic pattern. An additional map was sent home which is to be used on Mondays from August 27th – October 1st during the Farmer's Market. Both maps were web blasted.

- Cones will be placed in the lot preventing cars from passing in front of the car rider doors.
- Please use the red lines on the map for the driving route and parent parking areas.
- There are over 100 spaces available for after school pick up. You must park in a parking space and then proceed to the car rider doors to pick up your child(ren). The handicap spaces in the front of the church may also be used as long as there is no parish activity occurring. This policy will be strictly enforced.
- Lastly, exit the school lot slowly.

Parent Responsibilities:

Volunteers Hours: Volunteers are a vital part of Holy Trinity Catholic School. I urge you to share your talents and time with us. Recess and cafeteria volunteers are always in demand. To volunteer complete all required clearances. See attachment. Volunteer and make a difference!! Remember that each family is required to earn 40 volunteer hours. I hope that if you have met your assessment you will still continue to help out when you can

Fundraising: As a Catholic school who strives to keep tuition affordable, we rely greatly on our fundraising profit. Your attendance at events such as the Festival, Auction, and Men's Night along with participation in the Car Raffle, SCRIP gift cards, football pools, magazine sales, and candy sales will help us to be successful. We have a variety of different ways to earn your assessment. Choose the fundraisers which work best for your family. Thank you in advance for recognizing the importance of the fundraising portion of the school budget and taking an active role in reaching the goal.

Goal Tracker: The Holy Trinity Goal Tracker online tool contains all of your volunteer hours and fundraising profits. You will receive your password shortly and can check your information at any time. Once an activity or fundraiser is over it takes a few weeks for your information to appear on the Goal Tracker site. Please keep in mind that parent volunteers are inputting the data and it takes time to complete the task. When report cards

are issued, you will need to go to Goal Tracker and make sure your information is correct. The chairpersons of each event will have the hours and profits recorded. Information will be listed in the November Principal's Page as to the fundraisers, volunteer hours, and chairperson names and contacts for the 1st nine week report. Contact the chairpersons directly if there are any mistakes on your report. There is a 2 week window in which these correction can be made.

Fundraising Summary: To keep you abreast of the progress made toward our fundraising assessment, a fundraising summary quarterly report will be web blasted at the end of each 9 week period. The information on this form shows the projected and actual profit of the event or fundraiser. Several of the fundraisers are ongoing so you will see changes throughout the year.

Communication: In order to keep the lines of communication open between home and school we will be using various avenues. The Monthly information Packet will be emailed to all families and posted on the school website (www.holytrinityelementary.org). This will enable you to print only the information which you will need and give you immediate access to all forms. All of the brochures (i.e. YMCA, camps, coupons, etc.) will still be sent home via your child's folder through school. All information or fliers, etc. that an organization may want to distribute must be approved by the principal and will then be forwarded to the school secretary.

Web Blasts: This year we will categorize the web blasts as follows. We may not have a blast every day of the week. The web blasts contain important information. Please take the time to read them.

Monday	Open
Tuesday	PTG and Other Fundraisers
Wednesday	Major Fundraisers - SCRIP Gift Cards, Festival, Auction, Men's Night
Thursday	School Information and Monthly Packet
Friday	Upcoming Week Reminders

Parent – Student Handbook: The Parent – Student Handbook has been placed on the school website. This is a very important and informative document. Please read the handbook, sign the agreement form and return it to the school by September 7th.

Pictures Days: The photographer will be here to take school pictures on September 6th for grades K -8, on September 19th for all four old Preschool classes and on September 20th for the three year old Preschool classes. Forms will be send home soon.

Ditty Blessings in a Bag: We are excited to make a change to our "Birthday Blessings Bags" this year to "Ditty Blessing Bags". Sailors carry small personal items and toiletries in a bag called a ditty. The students and staff at Holy Trinity Catholic School will participate in a community service activity called "Ditty Blessings in a Bag". Our children are blessed to have a home and all of their basic need met. This is not the case for many people. We will embrace the school theme "Anchored by Faith" and our Middle States objective to expand our community service to reach the needs of others. Community service teaches our children responsibility not only for themselves, but also for other people. Through community service, children understand that their actions impact others. We will be sending our items to the Jubilee Soup Kitchen.

Here is how the program works. Each month students who have a birthday will be given a bag ana asked to choose items from these travel sized items, toothbrushes, toothpaste, a bar of soap, shampoo, razor, combs, conditioner, shaving cream, deodorant, and wipes to put in their bag.

Each month will have a Friday mass designated as Ditty Bag Mass on the calendar. The students and staff who have a birthday that month will receive a blessing from the priest and place their bags near the altar. This program had brought happiness to many people through the years.