

St. Mary Magdalen Catholic School

Passionately Catholic & Academically Excellent

New Family Packet 2023-24

1. Letter to New Parents from Msgr. ChieffoPage 2
2. Welcome & Overview ‘Checklist’ LetterPage 3-4
3. School Academic Calendar 2023-24.....Page 5
4. Uniform InformationPage 6-7
5. Gym Uniform Information.....Page 8
6. Online Ordering InstructionsPage 9
7. Textbook Use Request FormPage 10
8. Student Record Request Form (*as applies*)Page 11

St. Mary Magdalen Catholic School

Passionately Catholic & Academically Excellent

June 15, 2023

Dear Parents,

Welcome to St. Mary Magdalen Catholic School! I am pleased you chose our school, and we are delighted to partner with you in your child's education. I look forward to meeting with you to learn more about your family and discuss our partnership as we conclude the admission process.

Our faith teaches us that parents are the primary educators of their children and are instrumental in developing their Christian character. We know that a dynamic Catholic education serves the whole child, and our students thrive because, together, we provide each with a well-balanced academic, social, and spiritual foundation. Our primary goal is to support you in forming your child as a conscious Christian through our Catholic teachings. Our clergy, administration, and faculty embrace you as part of our family, and the gifts and blessings of our collaborative partnership are essential for your child's development.

Jesus teaches us that we are God's precious children, and a deepening and enduring relationship with Him is essential. We ask you to respect God's commandments and be true to our Catholic faith's practices, including attending Mass each week. We urge you to make prayer and worship part of your daily dedications at home. As integral members of our community, we encourage you to experience our array of parish spiritual events, stewardship opportunities, social functions and, as school parents, to be active in our Home & School Association.

Currently, our school's budget is over \$2.954 million. Tuition covers approximately 74%, and parishioners subsidize the deficit. As a crucial part of our educational mission and to keep tuition costs accessible, we require each family to participate in this subsidy by donating \$25 per week or a minimum of \$1,300 per year to the church. In addition, we ask each new family to contribute a one-time gift of \$1,000 during the first year of enrollment to the Endowment Fund. The Endowment Fund helps us maintain lower tuition, furnishes tuition assistance to eligible families, ensures curriculum vitality, and secures exceptional faculty. Please get in touch with our Business Manager if you have any questions about these policies or need assistance enrolling in the parish's electronic giving.

I praise God and thank you for your devotion to our faith and your decision to provide your child with a passionately Catholic and academically challenging education.

The Lord's grace and peace,
Rev. Msgr. Ralph J. Chieffo

St. Mary Magdalen Catholic School

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June 2023

Dear Parents,

Welcome to our St. Mary Magdalen School family! We look forward to meeting you and your children as you enter our community.

Throughout the summer, we will keep you informed through **'Parent Alerts'** sent from our FACTS communications and database system. We will also post updates on the school's website at **stmarymagdalenschool.net**, which is an excellent resource for families, especially the 'Parent Portal.'

This letter packet includes essential information for you to review before the start of school. Please check each item and take the necessary actions to ensure you and your children are ready for the school's opening.

UNIVERSAL FOR ALL GRADES

☐ **Calendar**

Parents can access the 2023-2024 school master calendar on the school website at **stmarymagdalenschool.net/calendar**, also included in this information packet.

☐ **Dress Code and Uniform Ordering**

K to 8 school uniforms must come from **Flynn and O'Hara Uniforms**.

To order, please visit **flynnohara.com** or click on our school's store link on the Parent Portal.

Pre-K students wear the school gym uniform as their daily uniform.

☐ **Gym Uniform Information Sheet**

The gym uniforms are from **B&E Sportswear**. Please place your order by accessing our B&E virtual storefront on the Parent Portal from July 10 through August 10, 2023. We do have sizing samples in the school and parish offices. If you want to view the size samples, please call either office to schedule a time after July 5.

☐ **Stationery Items**

The Stationery Sheet lists items supplied by parents each year by grade. In July, the lists will be available on our website's Parent Portal in the 'Communication Folder.'

☐ **Online Ordering System Instructions**

The Online Ordering System is a secure payment system for school parents to order and pay using a credit card for special events, optional items, and lunches within the school.

continued

Student Physicals & Immunization Requirements

The Pennsylvania Health Services requires **all new students** and sixth graders to have a “comprehensive appraisal” of their health. So, if you still need to, send a copy of your child’s current physical form to the school office before August 25, 2023.

Immunizations are required for children to attend school in Pennsylvania. All of your child’s immunizations **MUST** be up-to-date. Please submit a copy of their record by the above date.

Dental Exams

Dental exams are required for K, 3rd, and 7th-grade students. Please have their dentist complete the attached form and submit a copy to the school office if needed.

Records Request Form

If applicable, we will attach a parental request form for your child’s education record from their prior school.

UNIVERSAL FOR GRADES 1-8

Summer Assignments

We assign a **Summer Math Book** to maintain your child’s skills. Books are available in the school office for \$15 each (check payable to St. Mary Magdalen). Please call the school office to schedule a time to obtain your child’s book. Completing their Math Book by the start of school is required for students entering grades 1 through 8.

There is also a **Summer Reading List and Assignment** for students in incoming grades 1 through 8. The book report assignment sheet is included with this letter. The Summer Reading options and grade projects are available on the school website.

Note: New students are exempt from all assignments in **ACHIEVE 3000**.

AMBASSADOR PROGRAM

Many of our current school parents offer to be an ambassador to a new family. Your ambassador will contact you during the summer, using your provided email address, to answer any of your questions and may even inquire about play dates with their children.

NEW PARENT ORIENTATION NIGHT

Please save the date for this welcome and orientation evening in the school cafeteria on **Wednesday, August 23, 2023**. We hope all our new parents are able to attend. This event is an opportunity to review important information and procedural details every new parent needs to know so you and your child can transition smoothly.

It is an opportunity to engage with other new parents, Pastor Msgr. Chieffo, Principal Mrs. Amy Crawford Bauer, President Deacon Joseph Boyle, and the School and H&S Boards.

We are grateful for your attention to this information, and we look forward to meeting you and your family as we partner with you in the foundation of your children’s education and faith development. Thank you!

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School Uniforms

2023-2024

INFORMAL UNIFORMS (Pre-K to Grade 8)

Fall Dates: September 6 to October 20 **Spring Dates:** April 3 to June 14
Formal uniforms may also be worn during these seasons.

Girls

Navy or khaki shorts or skort
White or navy golf shirt with logo
Solid white or black crew socks
Sneakers in solid white, black, or gray
Grades 5-8: Kilts may also be worn

Boys

Navy or khaki shorts with a belt
White or navy golf shirt with logo
Solid white or black crew socks
Sneakers in solid white, black, or gray

Pre-K3 and Pre-K4 students must wear the official school gym uniform.
See the enclosed '**Gym Uniform Sheet**' for details. The seasonal uniform dates are the same.

FORMAL UNIFORM

Winter Dates: October 23 to March 27

Pre-K3 and Pre-K4 students must wear the official school gym uniform. (*See above*)

KINDERGARTEN

Girls

Khaki or navy pants or skorts
White or navy golf shirt with logo
• *short or long sleeve*
Navy tights or knee-hi socks
Black velcro 'Mary Jane' shoe

Optional

Navy cardigan sweater with logo

Boys

Khaki or navy pants
White or navy golf shirt with logo
• *short or long sleeve*
Navy, white, or black crew socks
Black leather velcro shoe

Optional

Navy v-neck sweater vest with logo

GRADES 1-4

Girls

Plaid jumper or khaki slacks
White blouse with 'Peterpan' collar
• *short or long sleeve*
Navy cardigan sweater with logo
Navy tights or knee-hi socks
Grades 1-2: Black velcro 'Mary Jane' shoes
Grades 3-4: Tan 'Dirty Buc' Oxford shoes

Boys

Khaki twill pants with dark belt
Blue Oxford shirt with striped tie
• *short or long sleeve*
Navy v-neck vest with logo
Navy, white, or black crew socks
Grades 1-2: Black leather velcro shoes
Grades 3-4: Tan 'Dirty Buc' Oxford shoes

GRADES 5-8

Girls

Wrap-around kilt
 White buttoned-down blouse
 • *short or long sleeve*
 Navy v-neck sweater with logo
 Navy tights or knee-hi socks
 Tan 'Dirty Buc' Oxford shoes
 Grade 8 Only: Tan Sperry shoes

Boys

Khaki twill pants with dark belt
 Blue Oxford shirt with striped tie
 • *short or long sleeve*
 Navy blue vest with logo
 White, black, or navy crew socks
 Tan 'Dirty Buc' Oxford shoes
 Grade 8 Only: Tan Sperry shoes

Our K to 8 grade uniforms must come from **Flynn and O'Hara Uniforms**.
 'Logo' indicates the official St. Mary Magdalen Catholic School logo or wordmark.

To view items and order, visit **flynnohara.com** or click on their link on the
 'Parent Portal' or go to their store.

Flynn & O'Hara Uniforms

Lawrence Park Shopping Center
 1991 S. Sproul Road, Broomall, PA 19008

Some shoes including the black velco 'Mary Jane' and 'Dirty Buc Oxford' shoes
 are available through Flynn and O'Hara.

Pre-K students wear the school gym uniform as their daily uniform.

See enclosed **Gym Uniform Information Sheet** for important ordering information
 for all grades. The gym uniforms are from **B&E Sportswear**. Your order must be
 placed by accessing our B&E virtual storefront on our website's Parent Portal page
 from **July 10 through August 10, 2023**.

Thank you!

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Gym Uniforms

2023-2024

All Grades—Pre-K3 through 8th

Our school gym uniforms, listed below, are purchased directly through B&E Sportswear.

To place your order for the upcoming school year, visit our school website at **stmarymagdalenschool.net** and go to the ‘**Parent Portal**’ page. Click on the B&E Sportswear link to go to our storefront on their site.

You must order your child’s gym uniform through B&E’s online store from **July 10 through August 10, 2023**. The storefront closes to ensure items are available before school begins.

☐ Fall & Spring Uniform

Standard SMM Items:

Black Mesh Shorts
Royal Blue Short Sleeve T-Shirt

Optional or Interchangeable SMM Items:

Royal Blue Long Sleeve T-Shirt
Royal Blue Sweatshirt
Royal Blue Sweatpants

☐ Winter Uniform

Standard & Mandatory SMM Items:

Sweatpants with the Elastic Bottom or Open Bottom
Royal Blue Short Sleeve T-Shirt or Royal Blue Long Sleeve T-Shirt

Optional SMM Item:

Royal Blue Sweatshirt

Note: You may want to order extra pieces or size up for some items if your child may need a replacement because our in-house school store inventory is limited.

We do have sizing samples in the school and parish offices. If you want to view the samples, please call either office to schedule a time during our summer hours.

If you have any questions, please contact Tiffany Paolino or Stephanie Guadalupe at **spiritstore@stmarymagdalen.net**. Thank you!

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Online Ordering System

2023-2024

The Online Ordering System is a secure payment system for our school parents to order and pay using a credit card for special events, optional items, and lunches within the school.

☐ **Create Your Family Account**

1. Go to **stmarymagdalenschool.net** and click on to the 'Parent Portal' link.
2. Select the 'Online Ordering System' icon link.
3. Then, click the 'Parent Sign Up' under the login.
4. Fill in your information.
5. Fill in your first child's information.
6. To add additional children, click the green + sign.
7. Activate account from the link sent to your email address.
8. Use our campus code: **138**
9. For summer ordering, please choose the first teacher for your child's grade for the coming school year. Once you are notified of your child's homeroom in August, if needed, change your selection to child's assigned homeroom teacher for new orders going forward.

If you have any questions regarding our online system, please get in touch with Maureen Scheuerman at **mscheuerman@stmarymagdalen.net** or call the school at 610-565-1822.

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Dear Parent or Guardian:

State legislation authorizes the loan of textbooks, instructional materials, and equipment by the Secretary of Education to Pennsylvania children enrolled in Kindergarten through Grade 12 in nonpublic and private schools. Our school annually requests specific textbooks, materials, and equipment to be loaned to your children. However, a parent or guardian of each child attending the nonpublic or private school must request a loan of textbooks, instructional materials, and equipment. Below is the individual request form. Please sign the form, date it, and return it to the school immediately.

Thank you for your continued assistance and cooperation.

Sincerely,

The SMM Administration

CERTIFICATE OF INDIVIDUAL REQUEST FOR LOAN OF TEXTBOOKS, INSTRUCTIONAL MATERIALS AND EQUIPMENT

I hereby request the loan of textbooks, instructional materials and equipment in accordance with the Pennsylvania School Code of 1949 for my child attending St. Mary Magdalen School.

Child's Name

Signature of Parent or Guardian:

Date Signed: _____

This program is available to Pennsylvania residents. This form is to remain on file at the school.

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REQUEST FOR STUDENT RECORDS

Prospective Parents: Please submit this form to the applicant's current school

I hereby authorize _____

(Current School)

(Address)

To release any scholastic records, standardized test scores, discipline records, special education records, and medical records for my child:

Student Name: _____

Birthdate: _____ Current Grade: _____

Signed: _____

Relationship to Student: _____ Date: _____

Please forward above records to:

Student Records
St. Mary Magdalen School
2430 N. Providence Road
Media, PA 19063