

# PRINCIPAL'S NOTES

Diocese of Wilmington—Catholic Schools Office

September 8, 2023

## ***Pause and Ponder***

***Blessed are the poor in spirit,  
for theirs is the kingdom of heaven.***

*The first Beatitude, our focus this month, promises us the kingdom of heaven. Have you given thought to what, where, when, or how God's kingdom will be made manifest?*

*Jesus gives us a very clear answer to these questions in the Gospel of Luke (17:20-21). "Asked by the Pharisees when the kingdom of God would come, he said in reply, "The coming of the kingdom of God cannot be observed, and no one will announce, 'Look, here it is,' or, 'There it is.' For behold, the kingdom of God is among you."*

*If the kingdom of God is among us, do we see it? Sometimes we can get lost in the immediate that we may miss the important. The presence of God's kingdom relies on us and our relationships with others for it is in and through these relationships that the kingdom is made visible. The Beatitudes, all eight of them, are pathways for us to recognize and contribute to the kingdom of God so that we and others may experience a glimpse of heaven, even while on earth.*

*As we move through this upcoming week, let us look for signs of the kingdom of God each day and give thanks for these breakthrough moments. By our words and actions, may we expand God's kingdom in our lives and in the lives of one another.*

## ***Let Us Pray...***

- + for Holy Cross School, Dover, DE and Saint Edmond's Academy, Wilmington, DE celebrating a patronal day on Thursday, September 14 – Exaltation of the Holy Cross
- + in gratitude on Catechetical Sunday (September 17) for all catechists who give of their time and talents so generously serving in parishes and schools

## ***Calendar Dates***

***Sunday, Sep 10***

***Twenty-third Sunday in  
Ordinary Time  
Grandparents' Day***

***Monday, Sep 11***

***Patriot Day  
Renaissance Star Assessment  
Week 1  
CSO Staff Meeting, 9:00 am***

***Tuesday, Sep 12***

***Admissions Directors'  
Meeting, 9:30 am,  
Saint Mark's High School***

***Wednesday, Sep 13***

***St. John Chrysostom  
Bishop's Visit, 10:00 am,  
Saint Mark's High School  
New Administrators' Meeting,  
12:30 pm, Padua Academy***

***Thursday, Sep 14***

***Exaltation of the Holy Cross***

***Friday, Sep 15***

***Our Lady of Sorrows***

***Sunday, Sep 17***

***Twenty-fourth Sunday in  
Ordinary Time  
Catechetical Sunday***

## ***Catholic Identity – Catechetical Sunday***



Each year the Church celebrates Catechetical Sunday recognizing those designated to serve as catechists. Catechetical Sunday is a wonderful opportunity to reflect on the role that each person plays, by virtue of Baptism, in handing on the faith and being a witness to the Gospel. It is an opportunity for all to rededicate themselves to this mission as a community of faith.

Every Catholic school teacher, regardless of the subject taught, is a catechist by word and example. We are called to proclaim that Jesus suffered, died, and rose again for our salvation. Perhaps a brief re-commissioning prayer can be offered the week of September 18 to remind students of the important ministry of their teachers.

### ***Important Information***

#### **PowerSchool**

All personnel fields in PowerSchool must be entered or updated by September 29. The Catholic Schools Office relies on the accuracy of the personnel information entered in PowerSchool for multiple reports. Special attention should be given to assuring the salary levels and salary amounts listed in PowerSchool are accurate and up-to-date.

### ***Safe Environments Update***

The Delaware State Police will begin using a private vendor to process fingerprint criminal histories. As such, there are no available appointments under the old telephone (302-739-2528). The new program was announced Monday September 4, and will begin Monday September 11, but there are problems and confusion with the launch.

At this time, the Diocese of Wilmington is in a holding pattern until Mr. Michael Connelly, Director of the Office for Safe Environments, can get further clarification about this new process.

## ***Reviewing Lesson Plans***

Every teacher is required to complete lesson plans. Lesson plans should be reviewed weekly by a school administrator in elementary school. In high school the department chairperson should review lesson plans one week and a school administrator should review lesson plans the next week. Lesson plans are legal records of teaching.

A lesson plan should contain, at a minimum, the following information. The acronym SOAR may help guide in planning.

**S** – Standard to which the lesson is directed. A standard may involve several days' lessons to achieve the goal.

**O** – Objective for the day's lesson. What should the student know or be able to do by the end of the lesson?

**A** – Assessment (formative) that will inform the teacher whether or not the students achieved the objective.

**R** – Resources (print / non-print) to be used in the day's lesson.

## ***PSISJS Update***

### **PowerSchool**

PSISJS provides a PowerSchool Professional Development video series free of charge to PowerSchool users. It is a good way for new PowerSchool Admins, administrators, teachers, counselors, and nurses to become familiar with the many resources PowerSchool offers schools in the Diocese of Wilmington. Learning modules are self-paced. Email [pshelp@cdowschools.org](mailto:pshelp@cdowschools.org) to submit a Help Desk ticket for access. Include the employee's name and school email address and the person's role.

[PSISJS Online Learning Course Guide](#)

[PSISJS Online Courses by Group](#)

### **BrightArrow**

Principals need to submit a Help Desk ticket ([pshelp@cdowschools.org](mailto:pshelp@cdowschools.org)) to request PSISJS to provide BrightArrow permissions for teachers interested in using BrightArrow.

## ***Footprints Ministry***

On Sunday, October 15, the Office for Marriage and Family Life will be hosting the Annual Footprints Mass at St. Joseph on the Brandywine Church at 10:00 am. Throughout the United States, October 15<sup>th</sup> has been designated as Pregnancy and Infant Loss Remembrance Day. It is a day when grieving parents come together and are surrounded by family and friends' loving support to remember their little one. It is a time when our parish communities can pray for the families and the children lost. The Diocesan Office for Marriage and Family Life sponsors an annual Mass of remembrance and healing for Pregnancy and Infant Loss called the *Footprints Mass*. A special invitation is extended to parents, grandparents and siblings who grieve the death of children as a result of miscarriage, stillbirth, abortion or early infant death. These losses may be recent or extend over many years.

For more information, please reach out to Dr. MaryAnn Wallen (office phone – 302-573-3130 or [mwallen@cdow.org](mailto:mwallen@cdow.org)).

## ***Vision for the Future 2024-2025 Applications***

Applications for tuition assistance (Vision for the Future) for the 2024-2025 school year through the FACTS site open on **September 15, 2023**. The deadline for applications is **January 31, 2024**, and notification of awards will begin on **March 1, 2024**.

THE BEATITUDES SAY “BLESSED ARE THE POOR.” THEY DON’T  
SAY, “BLESSED ARE THOSE WHO CARE FOR THE POOR.”  
HENRI NOUWEN