

School Calendar 2017 - 2018



Our Lady of the Sacred Heart Religious Education Department

120 Kings Highway
Tappan, NY 10983
(845) 365-2141
(845) 359-1410 fax

School Office Hours: 9 – 2 pm Monday – Friday
redirector@olshtappan.com – Anna Vero
reschool@olshtappan.com – Anne Swann
readmin@olshtappan.com – Sarah Hunt

Our Lady of the Sacred Heart Church

Sunday Mass Schedule
5 pm Saturday and 8 am, 10:30 am and 12 noon

Rectory Office Hours: 9 am – 3 pm Monday - Friday
Father Francis Conka, Pastor
(845) 365-1230
Parish Website: www.olshtappan.com

Religious Education - Our Lady of the Sacred Heart

120 Kings Highway, Tappan, New York 10983, (845) 365-2141, fax (845) 359-1410, redirector@olshtappan.com

Rev. Francis Conka, C.O., Pastor

Ms. Anna Vero, Director; Mrs. Sarah Hunt and Mrs. Anne Swann, Assistant Directors

Religious Education Office Hours: Monday – Friday 9am to 2 pm

Religious Education Class Times: Sunday 9:00 am; Monday 6 pm; Tuesday 4:30 & 6 pm; Wednesday 4:30 pm

Contacting Us: Please call (365-2141) or email:redirector@olshtappan.com or come to the Religious Education Office located in the Rectory during office hours (9am to 2pm Monday – Friday).

Snow Days: If classes need to be cancelled an email will be sent to the parents of all the children enrolled on that day. You may also call the RE office (365-2141) and a message will be left on the Religious Education phone.

Attendance & Lateness: Parents are required to call Religious Education Office if your child will be absent. Children are expected in class on time. Late students must stop at the school office before going to their class to ensure proper attendance. There are a few Monday night classes which will run an extra 15 minutes to make up for the holidays which fall on Mondays this school year.

Behavior in Class: Children are expected to be on their best behavior and respectful. Any student who does not display appropriate behavior will be required to meet with the Director.

Parking Lot: Precautions must always be taken when dropping off and picking up children, especially if it is dark or there are dangerous driving conditions. If you are dropping off children, please follow the flow of traffic and drive not more than 5 mph. When picking up children, please park your car and meet your child at the school's exit door. Please do not ask your children to wait for you anywhere but by the exit door of the school as it is not possible to monitor the children if they are around by the gym. Be extra careful as safety of our families is our main concern.

Sunday Mass: Every family is expected to attend Sunday Mass and Holy Days of Obligation. Children's envelopes are available on the first day of class. These envelopes help us teach the children the importance of supporting our Church and the Community of God on a weekly basis. Each child needs only to make a small offering and should write their name on the front of the envelope.

Homework & Tests: Homework is assigned at the catechist's discretion. Tests are given throughout the year and students are to be prepared to take them. If your child has special educational needs, please inform us. This information will be kept confidential.

Monthly Teaching Masses, Parent Catechesis, and Family Community Service Project: In order for us to comply with increased curriculum mandated by the Archdiocese, we have special Monthly Teaching Masses and Mandatory Parent Meetings throughout the year. Please follow the calendar. Attendance will be taken. Please note that while attendance will be taken at the Monthly Teaching Masses to count as class time, these monthly masses are not the only Masses required. **It is our obligation and great honor for every Catholic to attend Sunday Mass every week.** We need to honor the Lord's Sabbath Day each week.

- **Family Community Service Project:** In addition to the Monthly Teaching Masses and the Two Mandatory Parent Meetings, each family is required to contribute to our community by providing two hours of FAMILY community service. The form is attached to the end of this calendar and various community service projects will be communicated with families throughout the year.

September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b style="color: red;">\$80 Sacramental Fees due week of September 24th					1	2
3	4	5	6	7	8	9 FACULTY MEETING & Basic Training 9:30 AM-NOON Pastoral Center
10 CLASSES Begin MANDATORY PARENTS MEETING during class time in the Parish Hall Pick-up children in classroom to meet the teachers	11 CLASSES Begin MANDATORY PARENTS MEETING during class time in the Parish Hall Pick-up children in classroom to meet the teachers.	12 CLASSES Begin MANDATORY PARENTS MEETING during class time in the Parish Hall Pick-up children in classroom to meet the teachers	13 CLASSES Begin MANDATORY PARENTS MEETING during class time in the Parish Hall Pick-up children in classroom to meet the teachers	14	15	16 <u>MONTHLY Teaching MASS</u>
17 CLASSES <u>MONTHLY Teaching MASS</u> Safety Drill	18 CLASSES Safety Drill	19 CLASSES Safety Drill	20 CLASSES Safety Drill	21 CONFIRMATION TEACHERS MEETING 7:30 pm Pastoral Center	22	23
24 CLASSES MANDATORY CONFIRMATION MEETING: Parish Hall During Class - both parents & students	25 CLASSES MANDATORY CONFIRMATION MEETING: Parish Hall During Class - both parents & students	26 CLASSES MANDATORY CONFIRMATION MEETING: Parish Hall During Class - both parents & students	27 CLASSES MANDATORY CONFIRMATION MEETING: Parish Hall During Class - both parents & students	28 1st COMMUNION TEACHERS MEETING 7:30 pm Pastoral Center	29	30

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 CLASSES Altar Server Training During Class	2 CLASSES – until 7:30 pm Altar Server Training During Class	3 CLASSES Altar Server Training During Class	4 CLASSES Altar Server Training During Class	5	6	7
8 CLASSES	9 No CLASSES <u>Columbus Day</u>	10 CLASSES	11 CLASSES	12	13	14 <u>MONTHLY Teaching MASS</u>
15 CLASSES <u>MONTHLY Teaching MASS</u> 8 th Gr. Confessions Fall Fundraiser Starts	16 CLASSES – until 7:30 pm 8 th Gr. Confession Fall Fundraiser Starts	17 CLASSES 8 th Gr. Confession Fall Fundraiser Starts	18 CLASSES 8 th Gr. Confession Fall Fundraiser Starts	19	20	21 Confirmation Commitment Mass – All 8 th Graders 5 pm Mass at OLSH
22 CLASSES Confirmation Commitment Mass – ALL 8 th Graders 10:30 am Mass at OLSH Christmas Pageant – sign- up sheets handed out	23 CLASSES	24 CLASSES Christmas Pageant – sign-up sheets handed out	25 CLASSES Christmas Pageant – sign-up sheets handed out	26	27	28
29 CLASSES	30 CLASSES	31 NO CLASSES		<div style="border: 1px solid black; padding: 10px;"> <p style="color: red; margin: 0;"><u>CONFIRMATION Requirements</u></p> <ul style="list-style-type: none"> Confirmation Covenant Letter to Father Francis <p style="color: red; margin: 0;">Due the week of October 15th</p> <p style="color: red; margin: 10px 0 0 0;"><u>OLSH CONFIRMATION Commitment Mass</u></p> <p style="color: red; margin: 0;">Saturday, October 21 at 5 pm</p> <p style="color: blue; margin: 0;">OR</p> <p style="color: red; margin: 0;">Sunday, October 22 at 10:30 am</p> </div>		

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 NO CLASSES <u>All Saints Day – Must attend Mass today!</u>	2 Absentee make-up class & Mass 5:00 pm – 7:00 pm in the school All Souls Day	3	4
5 CLASSES Daylight Saving Time Ends Safe Environment Training Grades 1 - 3 Fall Fundraiser Ends	6 CLASSES Fall Fundraiser Ends	7 CLASSES Safe Environment Training Grades 1 - 3 Fall Fundraiser Ends	8 CLASSES Safe Environment Training Grade 1 - 3 Fall Fundraiser Ends	9 Last Day to register for the Christmas Pageant. Only those children who have registered will be given speaking parts on Nov 16	10 Veterans' Day observed Confirmation Retreat 12 noon-4:30pm Parish Hall	11 <u>MONTHLY Teaching MASS</u>
12 CLASSES <u>MONTHLY Teaching MASS</u> CHILD-TO-CHILD Christmas Bags Out CATECHIST TRAINING 5 pm Mass then meet in Pastoral Center until 7:30 pm	13 CLASSES CHILD-TO-CHILD Christmas Bags Out	14 CLASSES CHILD-TO-CHILD Christmas Bags Out	15 CLASSES CHILD-TO-CHILD Christmas Bags Out	16 <u>Christmas Pageant Rehearsal</u> 4:30-5:30pm Big Church Speaking parts will be assigned from pre-registration.	17	18
19 CLASSES Catechists Recognition 10:30 AM Mass	20 CLASSES	21 No CLASSES	22 No CLASSES	23 <u>Happy Thanksgiving</u>	<div style="border: 2px solid black; padding: 10px;"> <p style="margin: 0;">CONFIRMATION REQUIREMENTS</p> <p style="margin: 0;">Friday Nov 10th</p> <p style="margin: 0;">Confirmation Retreat</p> <p style="margin: 0;">12 noon in Church ends 4:30 pm</p> <p style="margin: 0;">Pizza lunch will be provided.</p> </div>	
26 No CLASSES	27 CLASSES	28 CLASSES	29 CLASSES	30 <u>Christmas Pageant Rehearsal</u> <u>Parish Hall</u> 4:30-5:30 pm		

December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 <u>CYO Christmas Boutique</u>
3 CLASSES Safe Environment Training Grades 4 - 5 <u>CHILD-TO-CHILD Christmas Bags Due</u>	4 CLASSES <u>CHILD-TO-CHILD Christmas Bags Due</u>	5 CLASSES Safe Environment Training Grades 4 -5 <u>CHILD-TO-CHILD Christmas Bags Due</u>	6 CLASSES Safe Environment Training Grades 4 -5 <u>CHILD-TO-CHILD Christmas Bags Due</u>	7 <u>Christmas Pageant Rehearsal</u> 4:30-6:30 pm Parish Hall	8	9 <u>MONTHLY Teaching MASS</u>
10 CLASSES <u>MONTHLY Teaching MASS</u> Christmas Confessions Grade 3-8	11 CLASSES Christmas Confessions Grade 6-8	12 CLASSES Christmas Confessions Grade 3-8	13 CLASSES Christmas Confessions Grade 3-8	14 CHRISTMAS PAGEANT - 7 pm in the Parish Hall Children arrive 6 pm St. Nicholas, Tree Lighting, and the Blessing of Nativity	15	16
17 CLASSES	18 CLASSES	19 CLASSES	20 CLASSES	21	22	23
24 No CLASSES <u>CHRISTMAS EVE</u>	25 No CLASSES <u>CHRISTMAS DAY</u> <u><i>Holy Day of Obligation</i></u> All must attend Mass	26 No CLASSES	27 No CLASSES	28	29	30

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 No CLASSES <u>New Year's Eve</u>	1 No CLASSES <u>New Year's Day</u>	2 CLASSES Family Fun Night Invitations Sent	3 CLASSES Family Fun Night Invitations Sent	<b style="color: red;">7th Graders-Community Service Recording Sheet handed out. To be submitted January 2019.		
7 CLASSES Report Cards Given Family Fun Night Invitations Sent	8 CLASSES - until 7:30 pm Report Cards Given Family Fun Night Invitations Sent	9 CLASSES Report Cards Given	10 CLASSES Report Cards Given	11	12	13
14 CLASSES CONFIRMATION MANDATORY Parents meeting - 7:00 pm in the Little Chapel	15 No CLASSES <u>Martin Luther King</u>	16 CLASSES	17 CLASSES CONFIRMATION MANDATORY Parents meeting 7:00 pm in the Little Chapel	18	19	20 <u>MONTHLY Teaching MASS</u>
21 CLASSES <u>MONTHLY Teaching MASS</u>	22 CLASSES - until 7:30 pm	23 CLASSES	24 CLASSES	25	26 Volunteer Appreciation Dinner	27
28 CLASSES MANDATORY MEETING With parents during Class time – Parish Hall	29 CLASSES MANDATORY MEETING With parents during Class time – Parish Hall	30 CLASSES MANDATORY MEETING With parents during Class time – Parish Hall	31 CLASSES MANDATORY MEETING With parents during Class time – Parish Hall	<b style="color: red;">CONFIRMATION REQUIREMENTS <ul style="list-style-type: none"> • Information Sheet • Community Service Form • Sponsor Certificate • Saint Report • Sponsor Report <b style="color: red; font-size: 1.2em;">Due week February 4th		

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 CLASSES Absentee make-up class & Mass 4:00 pm – 6:00 pm in the school Safe Environment Training Grades 6-8 Confirmation Requirements Due	5 CLASSES Safe Environment Training Grades 6-8 Confirmation Requirements Due	6 CLASSES Safe Environment Training Grades 6-8 Confirmation Requirements Due	7 CLASSES Safe Environment Training Grades 6-8 Confirmation Requirements Due	8	9	10 <u>MONTHLY Teaching MASS</u> <u>FAMILY FUN NIGHT</u> 6-9pm Parish Hall
11 CLASSES <u>MONTHLY Teaching MASS</u>	12 CLASSES – until 7:30 pm	13 CLASSES	14 CLASSES ASH WEDNESDAY Special Mass 5pm Valentine's Day	15	16	17
18 No CLASSES	19 No CLASSES	20 No CLASSES	21 No CLASSES	22	23	24
	<u>President's Day</u>			<div style="text-align: center;"> <h2 style="margin: 0;">REGISTRATION</h2> <ul style="list-style-type: none"> March 4,5,6 and 7 during class time In Rectory, M – F 9am. to 2 pm. Forms may also be handed in during class time. Beginning April 20th late fee of \$50 applies. June 20th late fee increases to \$75 </div>		
25 CLASSES 8 th Grade Robe Measurement Altar Server Training During Class	26 CLASSES – until 7:30 pm 8 th Grade Robe Measurement Altar Server Training During Class	27 CLASSES 8 th Grade Robe Measurement Altar Server Training During Class	28 CLASSES 8 th Grade Robe Measurement Altar Server Training During Class			

March 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
<p>4 CLASSES</p> <p>REGISTRATION 2018 – 2019 BEGINS during class</p> <p>1ST COMMUNION MANDATORY PARENTS MEETING 7:00 pm – Parish Hall</p> <p>Spring Fundraiser</p>	<p>5 CLASSES</p> <p>REGISTRATION 2018 – 2019 BEGINS during class</p> <p>Spring Fundraiser</p>	<p>6 CLASSES</p> <p>REGISTRATION 2018 – 2019 BEGINS during class</p> <p>Spring Fundraiser</p>	<p>7 CLASSES</p> <p>REGISTRATION 2018 – 2019 BEGINS during class</p> <p>1ST COMMUNION MANDATORY PARENTS MEETING 7:00 pm – Parish Hall</p> <p>Spring Fundraiser</p>	<p style="text-align: center;">8</p> <p style="text-align: center;"><u>Ray the Potter</u></p> <p style="text-align: center;">Parish Hall 8th graders required Parents welcome</p> <p style="text-align: center;">Evening Time - TBD</p>	<p style="text-align: center;">9</p>	<p style="text-align: center;">10</p> <p style="text-align: center;"><u>MONTHLY Teaching MASS</u></p>
<p>11 CLASSES</p> <p><u>MONTHLY Teaching MASS</u></p> <p><u>Daylight Saving Begins</u></p>	<p>12 CLASSES</p>	<p>13 CLASSES</p>	<p>14 CLASSES</p>	<p style="text-align: center;">15</p>	<p style="text-align: center;">16</p>	<p style="text-align: center;">17</p> <p style="text-align: center;"><u>St. Patrick's Day</u></p>
<p>18 CLASSES</p> <p>Lenten Confessions Grades 3 – 8</p> <p>CATECHIST Lenten Retreat 5 pm Mass then Pastoral Center</p>	<p>19 CLASSES</p> <p>Lenten Confessions Grades 6 – 8</p>	<p>20 CLASSES</p> <p>Lenten Confessions Grades 3 – 8</p>	<p>21 CLASSES</p> <p>Lenten Confessions Grades 3 – 8</p>	<p>1ST Holy COMMUNION REQUIREMENTS</p> <p>Little Quilts Due Week of March 25th</p> <p>1ST Reconciliation April 14th</p>		
<p>25 CLASSES</p> <p>PALM SUNDAY</p> <p>STATIONS OF THE CROSS during class</p> <p>Spring Fundraiser Ends</p> <p>1st Communion Quilts Due</p>	<p>26 CLASSES</p> <p>STATIONS OF THE CROSS during class</p> <p>Spring Fundraiser Ends</p>	<p>27 CLASSES</p> <p>STATIONS OF THE CROSS during class</p> <p>Spring Fundraiser Ends</p> <p>1st Communion Quilts Due</p>	<p>28 CLASSES</p> <p>STATIONS OF THE CROSS during class</p> <p>Spring Fundraiser Ends</p> <p>1st Communion Quilts Due</p>	<p style="text-align: center;">29 <u>HOLY THURSDAY</u></p>	<p style="text-align: center;">30 <u>GOOD FRIDAY</u></p>	<p style="text-align: center;">31 <u>EASTER VIGIL</u></p>

April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 NO CLASSES <u>EASTER SUNDAY</u> Egg Hunt after 12 o'clock Mass	2 NO CLASSES	3 NO CLASSES	4 NO CLASSES	5	6	7
8 CLASSES 2 nd Graders: Preparation for 1 st Penance in class	9 CLASSES	10 CLASSES 2 nd Graders: Preparation for 1 st Penance in class	11 CLASSES 2 nd Graders: Preparation for 1 st Penance in class	12 Absentee make- up class & Mass 5:00 pm – 7:00 pm in the school	13	14 <u>First Penance – Parent & Child Must Attend</u> <u>10 am Ceremony</u> Sunday & Tuesday classes <u>1 pm Ceremony</u> Wednesday classes
15 CLASSES	16 CLASSES	17 CLASSES	18 CLASSES	19	20	21 <u>Confirmation Penance Ceremony Parents & Confirmandi Must Attend</u> <u>10 am Ceremony</u> Monday & Tuesday classes <u>1:30 pm Ceremony</u> Sunday & Wednesday classes
		CONFIRMATION Test April 26th				
22 CLASSES	23 CLASSES	24 CLASSES	25 CLASSES	26 CONFIRMATION TEST FOR ALL 8th graders. 6 pm – 7:15 pm	27	28 <u>MONTHLY Teaching MASS</u>
29 CLASSES No 8th Grade Classes <u>MONTHLY Teaching MASS</u>	30 CLASSES No 8th Grade Classes CONFIRMATION REHEARSAL Students only 5 – 6:3 pm in Church For children who will celebrate the 10 am Ceremonv			CONFIRMATION REQUIREMENTS <ul style="list-style-type: none"> • Penance Service – April 21st • <u>Parents and Confirmandi MUST attend</u> • Sponsor and family WELCOME 		

May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 CLASSES No 8th Grade Classes CONFIRMATION REHEARSAL Students only 5 – 6:30pm in Church For children who will celebrate the 1:30 pm Ceremony	2 CLASSES No 8th Grade Classes CONFIRMATION REHEARSAL Students only 5 – 6:30pm in Church For children who will celebrate the 10 am Ceremony	3 CONFIRMATION REHEARSAL Students only 5 – 6:3 pm in Church For children who will celebrate the 1:30 pm Ceremony	4	5 <u>CONFIRMATION</u> <u>10:00 am Ceremony</u> Monday & Tuesday classes <u>1:30 pm Ceremony</u> Sunday & Wednesday classes
6 CLASSES Report Cards for 2nd (No 8 th grade)	7 CLASSES (No 8 th grade) 1st COMMUNION REHEARSAL 5:00-6:30 pm For children who will celebrate the 1 pm Ceremony	8 CLASSES Report Cards for 2nd (No 8 th grade) 1st COMMUNION REHEARSAL 5:00-6:30 pm For children who will celebrate the 10 am Ceremony	9 CLASSES Report Cards for 2nd (No 8 th grade) 1st COMMUNION REHEARSAL 5:00-6:30 pm For children who will celebrate the 1 pm Ceremony	10 1st COMMUNION REHEARSAL 5:00-6:30 pm For children who will celebrate the 10 am Ceremony	11	12 <u>FIRST HOLY COMMUNION</u> <u>10 am Ceremony</u> Sunday & Tuesday classes <u>1 pm Ceremony</u> Wednesday classes
13 CLASSES END (no 2 nd & 8 th Grade) Report Cards Given <u>Mother's Day</u>	14 CLASSES END (no 2 nd & 8 th Grade) Report Cards Given	15 CLASSES END (no 2 nd & 8 th Grade) Report Cards Given	16 CLASSES END (no 2 nd & 8 th Grade) Report Cards Given	17	18	19 <u>MONTHLY Teaching MASS</u>
20 <u>MONTHLY Teaching MASS</u>	21	22	<p style="margin: 0;">PERFECT ATTENDANCE AWARDS will be distributed at the 12 noon Mass on May 20th Followed by a “End of Year” Celebration in the Hall</p>			
27	28 Memorial Day	29				