

# WELCOME TO OUR SCHOOL



13718 Saratoga Ave,  
Saratoga, CA 95070  
(408) 867-9241

[sacredheartsaratoga.org](http://sacredheartsaratoga.org)

Dear Prospective Sacred Heart Family,

Thank you for considering Sacred Heart School for the education of your child. Here at Sacred Heart you will find a close-knit community for your child. We are a faith community committed to excellence in all areas that promote the development of the whole child to his or her full potential: spiritually, academically, physically, and emotionally. Our excellent teaching staff and educational program facilitates a wide array of learning opportunities, accommodating different learning styles. In addition to a comprehensive and rigorous academic program that includes academic specialty teachers and a learning specialist, we offer Spanish language instruction, music, physical education, art.

We take pride in the facilities we offer on campus. We have two science labs, a large gymnasium, a math specialty classroom, art studio, separate Extended Care facility, fully-equipped Pre-K classroom, and a library. Additionally, our technology program is second to none. We have multiple mobile laptop carts and a one-to-one laptop program in the Jr. High grades. Our students take advantage of technology in many exciting ways.

There is so much to discover about Sacred Heart—we would be most happy to show you around. I invite you to browse through the information in this packet. If you have any questions, please feel free to call us. I look forward to meeting you and welcoming your family as part of the Sacred Heart family. Thank you again for your interest in Sacred Heart School.

Sincerely,

Thomas M. Pulchny  
Principal

# MISSION, PHILOSOPHY, ACCREDITATION



**Sacred Heart  
Elementary  
School**

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## **Mission**

Sacred Heart School is a Catholic community that promotes and supports students in developing a strong and deep faith in Jesus, reaching their highest academic potential, and behaving as compassionate and generous Christians in the world.

## **Philosophy**

Sacred Heart is a Catholic parish school dedicated to providing a safe and nurturing environment for all students. The school staff, clergy, parents, and students work together to promote a community of faith, learning, social, and service development.

## **Accreditation**

Sacred Heart is fully accredited by the Western Association of Schools and Colleges and by the Western Catholic Educational Association. Sacred Heart school admits students of any race, color and national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students of Sacred Heart.

## **Admissions Policy**

Sacred Heart School does not unlawfully discriminate on the basis of race, color, national or ethnic origin, age, sex, or disability in the admission of students, the administration of educational policies, scholarship programs, and athletic and other school-administered programs.

**Building character through faith, service, and academic  
excellence.**

# ADMISSIONS PROCESS and DATES



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Thank you for considering Sacred Heart School for the education of your child. The enclosed application form must be fully completed and signed in order to apply for admission. If more than one child is applying, you must complete an application form for each child. Please follow instructions carefully and completely on the form.

## INSTRUCTIONS:

- 1) Complete and fill out the *Application Form*, and return to:  
Sacred Heart School, 13718 Saratoga Avenue, Saratoga, CA 95070  
by **February 16, 2012**
- 2) Include:
  - A non-refundable \$50.00 application fee.
  - A copy of the child's *Birth Certificate*.
  - A copy of the child's *Baptismal Certificate* (if Catholic).
  - A recent photo of your child.
  - A copy of the most recent report card (K-8<sup>th</sup> grades).
  - *Authorization for Release of Student Records* form.

***Please note: if any of the above items are missing from the application packet, your application is considered incomplete and ineligible for admissions until completed.***

## ONCE YOUR APPLICATION IS RECEIVED...

...you will receive communication from the school's office to schedule an appointment for your child to be screened (please see enclosed page for "important dates"). Prospective students are tested on the standard subjects at the level appropriate for their current age and grade. There is nothing to prepare, and the school provides all testing materials. The test takes approximately 45-90 minutes for 1<sup>st</sup> through 8<sup>th</sup> grades and observation for the Pre-K and Kindergarten levels takes approximately 30 minutes.

Parents of new students are also required to meet with Mr. Pulchny for a brief interview, and attend an orientation in the spring.

## IMPORTANT DATES:

<b>February 16</b>	New Family Application and Fees (\$50) due
<b>February 27 &amp; 28</b>	Pre-K and Kindergarten Screening for all applicants
<b>February 29</b>	Incoming Grade 1 -8 Testing; 3:15 PM - 4:15 PM <ul style="list-style-type: none"><li>○ Grades 1-3: approx. 30-45 min. needed</li><li>○ Grades 4-8: approx. 45-60 min. needed</li></ul>
<b>March 2</b>	School Recommendation Forms due (Grades 1-8)
<b>March 9</b>	Acceptance letter and Registration Form mailed to prospective parents
<b>March 23</b>	Registration Forms and Registration Fees due

**Building character through faith, service, and academic excellence.**

# APPLICATION & TUITION INFORMATION



**Sacred Heart  
Elementary  
School**

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## Admissions Policy

- Pre-Kindergarten: Children entering must be three years ten months old by September 1st of the year of admittance unless otherwise approved by Director
- Kindergarten: Children entering must be five years old on or before November 1st of the year of admittance.
- First Grade: Children entering must be six years old by November 1st of the year of admittance.

## Priority of Acceptance

Children are admitted to Sacred Heart in the following order:

1. Children of Sacred Heart Parish families.
2. Children of families who are members of a Catholic parish other than Sacred Heart and who have children currently in Sacred Heart School.
3. Children of families who are members of a parish other than Sacred Heart.
4. Non-Catholic families

## Sacred Heart Parishioners: Participating Parishioner Status

"In-Parish" (Active member of Sacred Heart Parish) tuition discount

- To qualify, family must attend weekend Mass regularly (minimum 32 times per year) at Sacred Heart. Attendance is recorded with the weekly envelopes.

## All Families: Scrip and Volunteer Commitment

- Scrip Program Commitment: \$3,500 – SCRIP purchases
- Volunteer Commitment: 30 hours per family following the volunteer guidelines
- New family volunteer commitment: 20 hours following the volunteer guidelines

## Current Tuition Schedule for 2011-2012

(subject to change for 2012-2013)

- Multiple child discounts
- Tuition can be paid in 10 monthly installments, twice yearly, or in a one-time payment (with 2% discount)

### Kindergarten – 8<sup>th</sup> grade

Family Size	Participating S.H. Parishioner	Non-participating
One Child	\$7,800	\$9,330

### Pre-Kindergarten: Three Options:

- Full Day (8am to 3pm) \$7,650 per child
- 3 Full Days and 2 half days \$6,800 per child
- Half Day (8am - 11:30am) \$5,500 per child

## Registration Fees

\$475 per child (non-refundable)

# CURRICULUM FOCUS



## PRE-KINDERGARTEN

Encouraging experiences that prepare for success in kindergarten, and beyond

### Discovery in Academics

- Reading and phonics preparation
- Pre-Writing skill development
- Stimulating language growth skills
- Science, Art, Music
- Number recognition & math skills
- Cultural awareness activities

### Social and Emotional Development

- Focus on curiosity, creativity, play and imagination
- Healthy self-image development
- Engaging individual and group activities
- Twice weekly P.E. program

### Safe Facility and Large Campus

- Spacious and updated facilities
- Stimulating and fun environment
- Play yard and learning centers

## KINDERGARTEN AND PRIMARY

Creating confident, inquisitive, happy, and creative learners

### Achievement in Academics

- Enhanced learning of core subjects through creative arts
- Small group work built into regular schedule
- Specialty programs in science, music, art, physical development, and technology

### Social and Emotional Development

- Warm, caring, experienced teachers
- Focus on respect
- Community building
- Gross motor “Movement Lab” and P.E.

### Classroom and Environment

- Spacious and bright facilities
- Stimulating and fun centers, activities
- Large play structure and yard area
- Many parent involvement opportunities

## ELEMENTARY AND JUNIOR HIGH

Inspiring leadership, faith, service, and academic excellence

### Outstanding Specialty teachers

Our professional, award-winning teachers specialize in their subject areas.

### Achievement in Academics

- Language Arts and Social Studies “Integrated Core” approach
- Specialty teachers for Math, Science, Spanish, Physical Education, Art
- Enrichment programs include Science Fair, Robotics club, academic chess, and more
- One-to-One Macbook laptop program in grades 6-8
- Many students place in high school honors courses

### Acceptance to the High Schools of choice

Our graduates have a very consistent and high success rate in entering and succeeding in the Catholic and private high schools of their choice, including: Archbishop Mitty, Bellarmine College Prep, Notre Dame, Presentation, St. Francis, and St. Lawrence Academy

# SACRED HEART AT A GLANCE



## Sacred Heart Elementary School

### STAFF and FACULTY

Fr. Gary Thomas, Pastor  
Thomas M. Pulchny, Principal  
14 Full-time teachers  
2 Teacher's Aides  
Learning Resource Teacher  
Math and Algebra teacher  
2 Science teachers  
Spanish teacher  
Faith Formation Director  
Music teacher  
Art teacher  
P. E./Athletic Director  
Extended Care Director

### ENROLLMENT

Approximately 240 students

### SCHOOL HOURS

Drop off begins at 7:40 am  
Pre-K: 8 am - 11:30/3:00 pm  
K - 8: 8:00 am to 3:00 pm  
    Wednesdays: 2 pm  
    3<sup>rd</sup> Wednesday: 12:30 pm

### CURRICULUM

Religion  
Language Arts (Reading,  
Literature, Writing, English,  
Spelling Handwriting)  
Mathematics  
Algebra  
Social Studies  
Science  
Spanish (Grades 1 - 8)  
Physical Education (PK - 8)

### SUPPORT CURRICULUM & TECHNOLOGY

Music with Art teacher  
Art with Art teacher  
3 Mobile laptop Labs  
One-to-One laptops (6-8)  
Movement Lab  
Learning Lab (K-3)  
Library  
Step Up To Writing  
Family Life  
Social Service projects  
After-School Athletics

### ACCREDITATION

WASC (Western Association of  
Schools and Colleges)  
WCEA (Western Catholic  
Educational Association)  
Catholic Diocese of San Jose  
Department of Education

### EXTRACURRICULAR PROGRAMS

Student Council Leadership  
Robotics  
H.A.L.O Service Program  
(Helping and Leading  
Others)  
*Christian Living* service  
program  
Music Spirit Team (Choir)  
Odyssey of the Mind  
Altar Service  
Academic Chess  
Homework Club  
Scouts  
Wednesday Enrichment (variety  
of activities)  
*Mustang Times* student  
newsletter  
Easter Experience  
Class liturgy planning

### SPECIAL EVENTS

Weekly student-led masses  
"One Heart" family program  
Science Camp (6<sup>th</sup> grade)  
Yosemite Camp (8<sup>th</sup> Grade)  
Science Fair  
Colonial Craft Day  
Grandparent's Day  
Parish Carnival  
Annual Gala Dinner  
Christmas Concert  
Walkathon  
Mustang Classic Girl's  
Basketball tournament  
Student-led Spirit Week

### AFTER SCHOOL ATHLETICS Grades 5-8

For Girls: Volleyball, basketball,  
Softball, Track  
For Boys: Flag Football,  
basketball, Volleyball, Track  
After-school sports are "no-  
cut."

### LUNCH PROGRAM

Monday, Tuesday & Thursday:  
A nutritious hot lunch, for a  
reasonable fee is provided  
by *Impromptu*  
*Wednesdays: A Hot Dog Lunch*  
*is available for a reasonable*  
*fee. Funds raised go in*  
*support of our Christian*  
*Living social service*  
*program*  
*Fridays: Pizza Lunch: Funds*  
*raised go in support of our*  
*6<sup>th</sup> grade science camp*  
*experience*

### EXTENDED CARE

Sacred Heart's Extended Care  
program provides a safe,  
enriching, and nurturing  
environment that  
encourages respect and  
responsibility toward self  
and others,  
Extended Care is open after  
school until 6:00 pm  
everyday that school is in  
session.  
If care is needed before the  
7:40 drop off time, please  
let us know.  
Homework Club Our Homework  
Club provides a quiet  
atmosphere where students  
can get their work done,  
under the supervision of  
one of our staff members.