

Church of Our Lady of Refuge
Department of Religious Education

October 1, 2021

Staff Memo:

Re: 1st Day of Class

Staff, please do the following on the 1st Day of Class

- All Catechist should be in their classroom **30-25 minutes** before class begin to receive your students in the classroom.
- Collect all Summer Mass sheet of returning students and place them in the folder for the following class.

Maribel Morales- Gr. 4

Josue Lopez- Gr. 5

Kimberly Diaz- Gr. 6

Adelina Fernandez- Gr. 7

*Red team- Returning Students are in red ink in the attendance sheet

Jasmin Arriaga- Gr. 2

Gregory Fernandez -Youth Cat

Stephanie Vanderhosrt -Confirmation

*Mixed with Returning Students and New Students

Shelsea Torres Penance Gr. 3-4

Estefania Guzman Communion Gr. 4-5

Vanessa Flores- Communion Gr. 6-7

*Blue Team- All students are returning Students

- Give out your Syllabus and explain your class rules
- Please discuss the Fire Drill Rules with Students. Fire Drill rule are in your attendance sheet folder
- Any student that their parent was not at the meeting; their textbook and parent packet are on your desk (List of Name)

Thank you

Luis