

Saint Raphael the Archangel

The Guide

A weekly newsletter for the school community

Volume 5, Issue 15

December 8, 2016



From the Principal's Desk

Mrs. Kim Vangel

Dear St. Raphael School Families,

While I am away, I will be passing along helpful information that is useful for parents any time of year. Please know that this information is offered simply to be considered, not as a directive or "preaching" of any kind. I hope you find it interesting!

Peace,

Kim Vangel

Principal

Kids & Tech: Tips for Parents in the Digital Age

In a world where children are "growing up digital," it's important to help them learn healthy concepts of digital use and citizenship. Parents play an important role in teaching these skills.

Make your own family media use plan. Media should work for you and within your family values and parenting style. When used thoughtfully and appropriately, media can enhance daily life. But when used inappropriately or without thought, media can displace many important activities such as face-to-face interaction, family-time, outdoor-play, exercise, unplugged downtime and sleep. Make your plan at HealthyChildren.org/MediaUsePlan.

Treat media as you would any other environment in your child's life. The same parenting guidelines apply in both real and virtual environments. [Set limits](#); kids need and expect them. Know your children's [friends](#), both online and off. Know what platforms, software, and apps your children are using, what sites they are visiting on the web, and what they are doing online.

Set limits and encourage playtime. Media use, like all other activities, should have reasonable limits. Unstructured and offline play stimulates creativity. Make unplugged playtime a daily priority, especially for very young children. And—don't forget to [join your children in unplugged play](#) whenever possible.

Families who play together, learn together. Family participation is also great for media activities—it encourages social interactions, bonding, and learning. Play a [video game](#) with your kids. It's a good way to demonstrate good [sportsmanship](#) and gaming etiquette. You will have the opportunity to introduce and share your own life experiences and perspectives—and guidance—as you play the game.

Be a good role model. Teach and model kindness and good manners online. Because children are great mimics, limit your own media use. In fact, you'll be more available for and connected with your children if you're interacting, hugging and playing with them rather than simply staring at a screen.

Know the value of face-to-face communication. Very young children learn best through two-way communication. Engaging in back-and-forth "talk time" is critical for [language development](#). Conversations can be face-to-face or, if necessary, by video chat with a traveling parent or far-away grandparent. Research has shown that it's that "back-and-forth conversation" that improves language skills—much more so than "passive" listening or one-way interaction with a screen.

Limit digital media for your youngest family members. Avoid digital media for toddlers younger than 18 to 24 months other than video chatting. For children 18 to 24 months, watch digital media with them because they learn from watching and talking with you. Limit screen use for preschool children, ages 2 to 5, to just 1 hour a day of high-quality programing, and watch it with them so you can help them learn from what they're seeing. See [Healthy Digital Media Use Habits for Babies, Toddlers & Preschoolers](#).

Create tech-free zones. Keep [family mealtimes](#), other family and social gatherings, and children's bedrooms screen free. Turn off televisions that you aren't watching, because background TV can get in the way of face-to-face time with kids. Recharge devices overnight—outside your child's bedroom to help children avoid the temptation to use them when they should be sleeping. These changes encourage more family time, healthier eating habits, and better sleep, all critical for children's wellness.

Don't use technology as an emotional pacifier. Media can be very effective in keeping kids calm and quiet, but it should not be the only way they learn to calm down. Children need to be taught how to identify and handle strong emotions, come up with activities to manage boredom, or calm down through breathing, talking about ways to solve the problem, and finding other strategies for channeling emotions.

Apps for kids – do your homework. More than 80,000 apps are labeled as educational, but little research has demonstrated their actual quality. Products pitched as "interactive" should require more than "pushing and swiping." Look to organizations like [Common Sense Media](#) for reviews about age-appropriate apps, games and programs to guide you in making the best choices for your children.

It's OK for your teen to be online. Online relationships are part of typical adolescent development. Social media can support teens as they explore and discover more about themselves and their place in the grown-up world. Just be sure your teen is behaving appropriately in both the real and online worlds. Many teens need to be reminded that a platform's privacy settings do not make things actually "private" and that images, thoughts, and behaviors teens share online will instantly become a part of their digital footprint indefinitely. [Keep lines of communication open](#) and let them know you're there if they have questions or concerns.

Warn children about the importance of privacy and the dangers of predators and sexting. Teens need to know that once content is shared with others, they will not be able to delete or remove it completely, and includes [texting of inappropriate pictures](#). They may also not know about or choose not to use privacy settings, and they need to be warned that sex offenders often use social networking, chat rooms, e-mail, and online gaming to contact and exploit children.

Remember: Kids will be kids. Kids will make mistakes using media. Try to handle errors with empathy and turn a mistake into a teachable moment. But some indiscretions, such as sexting, [bullying](#), or posting self-harm images, may be a red flag that hints at trouble ahead. Parents must observe carefully their children's behaviors and, if needed, enlist supportive professional help, including the family pediatrician.

Media and digital devices are an integral part of our world today. The benefits of these devices, if used moderately and appropriately, can be great. But, research has shown that face-to-face time with family, friends, and teachers plays a pivotal and even more important role in promoting children's learning and healthy development. Keep the face-to-face up front, and don't let it get lost behind a stream of media and tech.

Source: www.healthychildren.org

All School Advent

Mass

8:00am

Thursday, December
15 Advent Mass
4th Grade Planning

Daily Mass Time:
8:00am Grades K - 8
Monday - Thursday

Benediction 2:00pm
First Friday of the
month



December Birthdays

- Mia Thompson-10
- Jiovanni Raymo-12
- Anna Dubbert-15
- Sklyer Lashley-17
- Jonah Abbott-18
- Brandon Young-19
- Aidan Flavin-20
- Gabbi Smith-24
- Lauren Stawizynski-26
- Katherine Delf-27
- Cathleen Guenther-28
- Henry Cyr-28
- Spencer Willmann-31

June ½ Birthdays

- Jasmin Rizos-10
- Jane Dubbert-11
- Emma Shine-16
- Avery Bradshaw-19
- Sofia Rizos-20
- Kristin Nienhaus-23
- Jude Potts-23
- Frances Steidley-23
- Dalila Ramirez-25
- Connor Ebert-28
- Quinn Ebert-28
- Sophia Molina-30

December

- Dec. 9 - STUCO Pretzels Delivered
- Dec. 9 - 6:00-9:00pm St. Nick Trivia & Canned Food Drive for Grades 5 - 8
- Dec. 12-16 - Canned Food Drive
- Dec. 12 - 3:15-5:00pm STEAM After-School Club K-3
- Dec. 13 - 8:45-10:15am Advent Reconciliation Grades 2-8
- Dec. 13 - 3:15 - 5:00pm STEAM After-School Club 4-8
- Dec. 14 - 3:15-4:30pm SRA Schola Rehearsal in Church
- Dec. 15 - 8:00am Advent Mass 4th Grade Planning
- Dec. 16 - Formal Friday for two canned goods
- Dec. 16 - Exams for 6-7-8
- Dec. 18 - 12:00-4:00pm Babysitting for Pk-4th grade 8th Grade Fundraiser
- Dec. 19 - Exams for 6-7-8
- Dec. 20 - Exams for 6-7-8
- Dec. 21 - 3:15-4:30pm SRA Schola Rehearsal in Church
- Dec. 22 - 6:30-8:00pm Christmas Concert K - 8
- Dec. 23 - End of Second Quarter
- Dec. 23 - 11:00-12:00 Christmas Parties K-8
- Dec. 23 - NOON DISMISSAL FOR K-8**
- Preschool is open**
- Dec. 26 - Preschool is closed
- Dec. 26 - Jan 3 - Christmas Break K - 8
- Dec. 27 - 30 Preschool is open



Seventh Graders are in charge of safety patrol at the corner of Bishops Place and Highfield. Students should arrive by 7:30 in the morning and again in the afternoon at 3:10. Thank you!

2nd quarter patrol schedule:

December 12th:

Grace and Will
Lucy and Grace



RECESS/LUNCH DUTY

Want to spend an hour during the day helping out at recess or lunch duty at St. Raphael? We would love your assistance! The times of lunch and recess are as follows: 11:10am Preschool goes to lunch—11:15-11:40am (K-3) - 11:45-12:05pm Lunch (4-8). All volunteers must have completed their Protecting God's Children requirements. If you can help, please email Lori Stawizynski at loristaw76@yahoo.com

Monday, December 12 Keith W. & Alana T.
Tuesday, December 13 Nicole R. & Stephanie C.
Wednesday, December 14 Mark P. & Gen B.
Thursday, December 15 Kristina C. & Jenny D.
Friday, December 16 Gary P. & Terri B.



Recess Update – Angela Cierpiot

It's Cold Outside! Thank you very much to our parents for bundling up your kids for outside recess. There are still students who choose not to wear their coat to lunch recess. On a few cold days, I had too many kids asking to go back inside to retrieve their coats. If it's cold but tolerable weather, please let them know that if they forgot it or chose to leave it in the classroom for lunchtime, they will not be able to go inside to get their coat. This rule is in place unless it is a very cold day. The teachers and I are giving multiple daily reminders, but sometimes the lesson has to be learned through experience. See you at recess!

STUCO

Monday, December 12-16: Canned Food Drive
Friday, December 16th: Formal Friday for two or more canned goods
Wednesday, December 23rd - 2nd Annual Christmas Kick-off - We will need parent volunteers to help with face painting and games. Let Mrs. Runiewicz know if you will be available that morning before parties to help with this event.
Please join in the fun.



PARENTS DAY OUT

The Eighth Grade Parents and students are giving you a chance to finish up your last minute shopping, baking, wrapping, cleaning etc. Bring your kiddos (potty trained Pre-K thru 4th Grade) to us. We will have snacks (not lunch), drinks, movies, crafts, play time. Dress in play clothes and tennis shoes. We will keep them busy so you don't have to!

SUNDAY DECEMBER 18TH

12PM - 4PM

\$20 First Child

\$15 Second Child

\$10 Additional Child

This is a fundraiser for the 8th grade Mystery Trip & Graduation

Questions: Lisa Brinkmann lisa.brinkmann@wustl.edu

Family Name _____ Phone # _____

Child # 1 _____ Age _____

Child #2 _____ Age _____

Child #3 _____ Age _____

Child #4 _____ Age _____

RESERVATIONS DUE NO LATER THAN 12-15-16

Mrs. Diane Gewinner: Learning Consultant

WHAT IS DYSLEXIA?

Dyslexia is a language based learning disability, referring to a cluster of symptoms. This results in people having difficulties with specific language skills, particularly reading. Students with dyslexia usually experience difficulties with other language skills such as spelling, writing, and pronouncing words. Most people with dyslexia have been found to have problems with identifying the separate speech sounds within a word and/or learning how letters represent these sounds, a key factor in their reading difficulties. Dyslexia is not due to lack of intelligence or desire to learn. With appropriate teaching methods people with dyslexia can learn to read. The causes are unclear. However, it does run in families. Dyslexic parents are very likely to have children who are dyslexic. Some people are diagnosed early in life while others go unidentified until later in life.

Dyslexia can affect a person's self-image as they feel less capable than they really are. Often times they drop out of school altogether.

Dyslexia is diagnosed through a specialist that gives the student a comprehensive evaluation which includes intellectual and academic testing, as well as an assessment of the critical underlying language skills that are closely linked to dyslexia.

Dyslexia is a life-long condition. With proper help, many people can learn to read and write well.

For more information and a list of the signs for dyslexia, check out the web site LD ONLINE for the complete article by International Dyslexia Association.

Mrs. Kim Westrich: Art

Kindergarten started their first steps towards learning to sew. The students used yarn to make stitches on Styrofoam plates. The Styrofoam plates are easy to stitch into, easy to remove wrong stitches and hold rigid against the pushing of the needles. Students practiced threading needles, tying knots and making a basic running stitch. All of these skills are difficult, require hand-eye coordination and fine motor skills. Many students pushed through the initial frustrations of learning the new skills and found success in their stitched Styrofoam plates.



Mrs. Peggy Martin: Physical Education & Art Grades Pk-3

We have begun Basketball 🏀. Thank you as always to The Men's Club who make sure we have great equipment. Thanks also to Bob and Josh for putting up the small hoops. While you are relaxing over the holidays and using your devices, if you see any fun games for field day send me the link - martin@straphaelarchangel.org

Mr. John Bruno: Physical Education—Grades 4-8

This past week the students worked on football skills. The two main activities were broken field running and the gauntlet. These two activities were very popular with the students. Practicing these skills required them to work in small groups, everyone participated to their fullest potential and worked hard. For each student, my goal remains the same: that as long as each student gives his/her best effort and is considerate of others, our PE class is a success.



Miss Elise Bussmann: Writer's Workshop (6-7-8) Spanish (4-8)

Writer's Workshop:

We are finishing research papers and persuasive essays this week and then beginning a short paper comparing and contrasting two subjects.

Spanish:

Sixth Grade is working on adjective agreement, Seventh Grade and Eighth Grade are working on stem changing verbs. All classes have begun different research projects on different Spanish speaking countries.

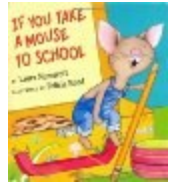
Miss Molly Preschool Room A

This week our class is learning the meaning of Christmas. The kids are learning about baby Jesus and the celebration of His birth and that it isn't just Santa that we wait for. They have learned about Saint Nick, the meaning of the candy cane, the Advent calendar and the nativity scene. They really enjoy all the activities, but they can't wait for Santa!! Thank you and God bless



Miss Chris Preschool Room B

It is 'M Week' in Preschool B and we are reading the book series by Laura Numeroff, If You Take A Mouse to School, If You Give A Mouse A Cookie, If You Take A Mouse to the Movies and If You Give A Mouse A Brownie. We are having a blast creating art projects and completing activities based on these stories. We also loved incorporating Science experiments into our week by exploring magnets. This week in Jesus Club we learned all about Mary and what a very special woman she was.



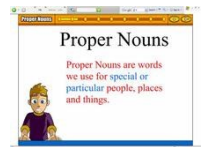
Kindergarten News: Miss Abby Morris & Mrs. Doyle

Kindergarten has been reading about Advent and adding a flame to our Advent wreaths which hang in the hallway for the school to see. We continue to learn about shapes and are having fun reading different versions of *The Gingerbread Man*.



First Grade News: Mrs. Louise Balicki-Smith

First Grade is learning about fact families in Math. This is a challenging way to understand the relationship between addition and subtraction. In ELA we are continuing nouns and have been focusing on Proper Nouns this week. Additionally we are wrapping up our Nonfiction unit. Students have been identifying author's purpose, vocabulary and nonfiction text features. We are diving into learning and trying our best to combat Christmasitis!



Second Grade News: Miss Stephanie Amsler

This week Second Grade is learning how to tell elapsed time. We are looking at different types of clocks and learning ways to figure out how much time has passed from a given time.

We were overjoyed from our visit from St. Nicholas Monday night. We learned about the tradition of St. Nicholas and the meaning behind the tradition.

In ELA we continue to work with different parts of speech. Currently, we are working with adverbs. We are also learning the five parts of a friendly letter. There is a great song that follows the Adam's Family tune to help us remember the five parts of the letter.



Third Grade News: Ms. Susan Polson

Third Grade has been having fun playing games of Chess with each other during indoor recess. In Social Studies Ms Polson taught us some important vocabulary about colonization and we played the simulation game "Zurid." On our Chromebooks and SmartBoard we drilled multiplication facts on a game called "Grand Prix" and tested our religion knowledge with "Stump the Shepherds." Ms Polson read some great stories by Florence Parry Heide, an English author, about a wonderful character Treehorn and his mean, rude friend Moshie. We have had some trouble with pencil sharpeners.



Mrs. Caroline Zarinelli: Music

Costuming for the SRA Christmas Show

The following is a Kindergarten through Eighth Grade list of what costumes are provided or needed for the students. Please keep in mind if the costume is provided, each student will need to wear a basic lightweight outfit underneath the costume.

Kindergarten and First Grade: **Shepherds** - costumes provided.

Second and Third Grade: **Angels** - costumes provided.

Fourth and Fifth Grade: **SRA Students on Christmas Spirit Day** - wear school uniform and Christmas accessories from home.

Sixth Grade: **3 Shepherds, 1 Angel, Sheep** - costumes pieces provided. (Sheep need to wear light or pastel shirts/pants/sweats - Katie, Aiden, Payton, Jasmin, Lillian, Spencer.)

Seventh Grade: **Wise Men and Entourage** - costumes provided.

Eighth Grade: **SRA Students on Christmas Spirit Day** - wear school uniform and Christmas accessories from home. (all Eighth Graders)

Gabriel the Angel, Mary, Joseph, Elizabeth, Zachariah, Herod, Angel in Joseph's dream, Merchant, Inn Keeper - costumes provided. (Gabe, Natalie, Jake, Alyssa, Andrew, Joe, Sarah, Michael, Sam)

Tappers - White shirt, black pants from home. Red vests and hats provided. (Frannie and Mackenzie)

Mary's Lyrical Dancers - White shirt or leotard from home. Skirts provided. (Frannie, Mackenzie, Katie)

Miss Patti Woods: Social Studies, Science, English (4-5)

Sacred Christmas Haikus by 5th Grade

By: Avery
Jesus Christ is born
He is lovely and adored
He is so giving

By: Kristin
Someone is coming
And his name is Jesus Christ
Jesus Christ was born

By: Lanie
A baby is born
They call him Emmanuel
He will save us all

By: Tommy
Happy Birthday, Lord
Thank you for saving our lives
Right now you're a kid!

Miss Amanda Imo: Reading, Math (4-5)

Fifth Grade: During Religion this week the students are focusing on God's Word and how we can determine how God speaks to us through it. We also read about different scenarios that the students could relate to their own lives. For example, what they should do when they know something is wrong but they want to do it anyways to fit in with the group. After reading the scenarios, the students looked up a bible passage to see what Jesus would say. Our main topic in Math is multiplying decimals. The students are getting much more comfortable with how to find the correct product that includes decimals. In Reading we read a nonfiction expository writing entitled "Humans: Friends or Foes?" It was about eagles and how people are trying to keep them from becoming extinct. The students had the opportunity to research eagles and defend the scientists with reasons why we need to help protect them.

Fourth Grade: The Fourth Graders have been focusing on multiplying larger numbers. During Reading, the students jumped into the shoes of the main character in *There's A Boy in the Girl's Bathroom* and wrote a poem about what they were feeling.

Mrs. Christy Connor: Social Studies & Religion (6-7-8)

Religion:

Sixth Grade students are learning how the Israelites received the Ten Commandments from God on Mt. Sinai. Seventh Grade students are continuing their review of the Sacraments, especially Baptism and the Eucharist. They are also working on their Confirmation program. Eighth Grade students will be completing their study of the four Marks of the Catholic Church. They are learning how the Church is Apostolic.

Social Studies:

Sixth Grade students will be completing their study of the indigenous people of the United States and Canada. They also designed and created their own medicine shields in class. Seventh Grade students are learning about the causes of the American Revolution, especially the taxes that Great Britain placed on the colonies. Eighth Grade students have begun their study of the causes and effects of the Great Depression and are also learning about the Dust Bowl.

Mrs. Laura Berns: Science (6-7-8) Standard Math (6-7-8)

Miss Ashley Schaaf: Science (6-7-8) Challenge Math (6&7) Algebra 8

Math - (All Math EXAMS will be on Tuesday, December 19th.)

6 Standard

Students are calculating and comparing ratios, rates, unit rates, unit price and total price.

6 Challenge

Students are finishing up Chapter 3. They are working on multiplying/dividing fractions and mixed numbers, as well as solving equations with fractions and mixed numbers. We will review on Thursday, and will have the chapter test on Monday.

7 Standard

Students are solving 1- and 2-step inequalities and equations. We will have a test over this information and combining like terms and distributive property early next week.

7 Challenge

Students had their Chapter 4 test Monday. We are starting Chapter 5, which entails ratios, proportions and similarity.

8 Standard

Students are analyzing equations written in slope-intercept and point-slope form.

8 Challenge

Students are continuing with point-slope form, and writing linear functions. They will be working with parallel and perpendicular lines, as well as scatter plots.

Science

In Sixth Grade, students are comparing gymnosperms and angiosperms. There will be a unit test early next week.

In Seventh Grade, students are comparing different types of fresh water landmarks. They will have a test over Chapter 2 early next week.

Eighth Grade had their Chapter 4 test on Tuesday. We will be moving on to the next textbook, Chemical Interactions. We will start on Chapter 3, which covers acids, bases and solutions.

Mrs. Jennifer Runiewicz: Literature (6-7-8)

Literature: Finished our novel, *Hatchet*. We will be watching the movie of Gary Paulsen's *Hatchet* and then comparing and contrasting it to the novel. Seventh Grade has been reading *A Christmas Carol* and learning about character dynamics and development. Eighth Grade has been busy learning the three forms of irony, verbal, situational, and dramatic. They seem to have a good handle on irony, imagine that!

Vocabulary Workshop Schedule should be taped/stapled to their vocabulary book cover or in their assignments books. I've also shared the schedule with each of them on Google Drive. We will start back up with Vocabulary Workshop after Christmas Break.



Scholarship Programs for the 2017-18 School Year

Families have the opportunity to apply for all the scholarships listed below using the unified online application at no cost. To make the process easier for families and schools, one application is now being used for all scholarships funded by the Catholic Education Office, the Roman Catholic Foundation of Eastern Missouri, and the Today & Tomorrow Educational Foundation. The Scholarship Office at TTEF will review your application and determine if your family is eligible for any awards based on each program's guidelines and funding availability.

Scholarship	Description	Open to All Faiths
Alive! In Christ	For students of income-eligible families to attend any archdiocesan parish elementary school. Students of new families are eligible in grades K-4. Students of existing families are eligible in all grades. Scholarship is renewable through grade 8 and maximum award is \$2,000. FIRST COME – FIRST SERVED!	✓
Help for Today, Hope for Tomorrow	For students of income-eligible residents of the City of St. Louis to attend grades K-8 at any private or parochial elementary school in the City of St. Louis. Scholarship is renewable through grade 8 and award amount is based on tuition. Maximum award is \$2,000.	✓
Futures	Full scholarships for students of income-eligible families to attend grades K-8 at the following schools: Most Holy Trinity School & Academy, St. Cecilia School & Academy, St. Louis Catholic Academy, and St. Louis the King School. Scholarship is renewable through grade 8.	✓
<i>Beyond Sunday</i> Elementary	For students of middle-income families to attend grades K-8 at any Catholic elementary school (archdiocesan, parish, or private). Preference given to Catholic families registered in a parish of the Archdiocese of St. Louis. Scholarship is renewable through grade 8. Application period is open January 30 – February 28, 2017.	✓
<i>Beyond Sunday</i> Fellows	For students of middle-income families to attend grades 9-12 at any Catholic high school (archdiocesan, parish, or private). Preference given to Catholic families registered in a parish of the Archdiocese of St. Louis. Scholarship is renewable through grade 12 and all recipients participate in one faith experience and one service activity together. Application period is open January 30 – February 28, 2017.	✓
SOAR!	For students of income-eligible families who wish to attend grades K-12 at select Catholic elementary and high schools in the City of St. Louis and North Saint Louis County. Elementary scholarships are in the amount of \$3,800 and are renewable through grade 8. High school scholarships are renewable through grade 12 and the maximum award is \$4,000.	✓
Catholic Family Tuition Assistance	For students of income-eligible, registered Catholic families to attend grades K-12 at any archdiocesan or parish school.	
Parish Employees Endowment Fund	For students of income-eligible parish employees working 1,000 hours or more per year to attend grades K-12 at any archdiocesan or parish school.	✓

APPLICATION AVAILABLE JANUARY 30, 2017!

See Reverse for Important Additional Information

T: 314-792-7777 | F: 314-792-7629 | E: ttef@archstl.org

Important Additional Information

- Individual students may not receive more than one scholarship if awarded, not including Catholic Families Tuition Assistance and Parish Employees Endowment Fund. These funds may be awarded in addition to the other scholarships listed. Families may have multiple children receiving scholarships.
- Documents needed to complete applications include:
 - o High School Students are required to submit an essay and contact information for two references at the time of application to be considered for the *Beyond Sunday* Fellows Program.
 - ESSAY PROMPT: In 250 words, please describe why you want to be a *Beyond Sunday* Fellow.
 - REFERENCES: One from your pastor or leader of a Catholic program or organization of which the applicant is a member of, and the other from a teacher or principal.
 - For more information about the *Beyond Sunday* Fellows Program, please visit www.ttef-stl.org.
- o Proof of residency (St. Louis City residents only): ONE of the following documents
 - Missouri Driver's License
 - Utility Bill
 - House/Apartment Lease or Deed
 - Bank Statement
 - W2
 - Federal Tax Return Form 1040
 - Government Assistance Award Letter
- o Proof of Income (see table below)

Type of Income	ONE of the Following Proofs are Required for EVERY Type of Income You Receive
Adjusted Gross Income (Wages from employment and all other income reported on Federal Taxes)	<input type="checkbox"/> Pages 1 & 2 of your 2016 or 2017 Federal Income Tax Return (Form 1040) <i>If you do not file taxes you may submit...</i> <input type="checkbox"/> 2016 W2 for all places of employment for you and your spouse OR <input type="checkbox"/> Three paystubs from 2016 or 2017 for all places of employment of you and your spouse
If applicable, please provide proof of any supplemental income your family is receiving.	
Business Income	NOTE: If this income is already claimed on your taxes, do not list the amount as additional Business Income on your application and do not submit additional documentation or your income will be calculated higher than it should be. <input type="checkbox"/> Copy of your business tax return, financial statements or a notarized letter stating your total earnings
Child Support	<input type="checkbox"/> If court ordered, provide documentation stating amount of support and your name <i>If not court ordered, you may submit...</i> <input type="checkbox"/> Transaction record displaying your name and monthly or annual amount
Public Assistance Cash	<input type="checkbox"/> Award letter displaying name and award amount OR <input type="checkbox"/> Transaction record displaying your name and monthly or annual amount
Food Stamps	
Social Security/SSI	
Unemployment/Worker's Comp	
Other (includes but is not limited to adoption or foster subsidies, tuition support from family, friends, or employer)	<input type="checkbox"/> If you have other sources of income not reported elsewhere, please provide notarized letters from your employer, family/friends providing financial assistance stating the annual amounts.