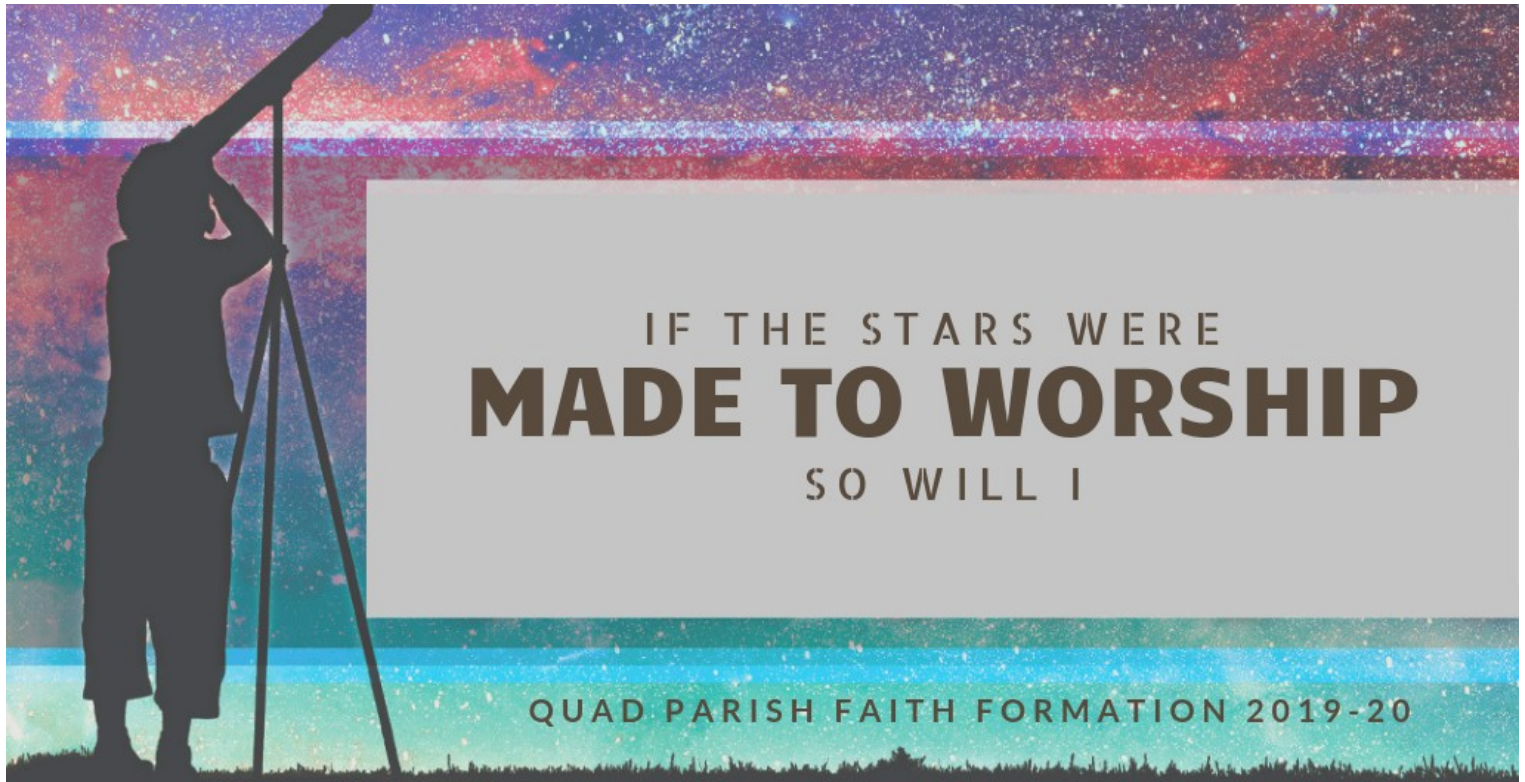


Faith Formation Handbook



Quad-Parishes of Green Bay

ANNUNCIATION - ST. JOSEPH - ST. JUDE - ST. PATRICK





Quad-Parish Faith Formation

936 9th Street Green Bay, WI 54304

920-497-7042

quad-parish.org

Find Home, Hope & Holiness

Dear Families,

Made To Worship — When you look up to the skies on a clear dark night and see all the twinkling stars, do you find yourself in awe of the beauty of creation? What an amazing and mind boggling gift it is to gaze at the vast universe spread out before our eyes. God's creation is beautiful and it is good. Isn't it amazing that the same God who created the universe took so much care in creating each one of us so unique and wonderful. You may ask what do we do with this realization of being created by an awesome and loving God. We are **MADE TO WORSHIP**.

This year at Faith Formation and throughout the Quad-Parishes we are focusing on worshipping Jesus. Worship comes in many forms and the beautiful traditions of the Catholic Church invite us into so many wonderful experiences to encounter and praise our Lord. We invite your families to grow in your faith as you discover how you were Made To Worship. Opportunities will include Family Teaching Masses on Wednesday nights, Youth Led Liturgies, Made To Worship themed Family Night, take home activities and opportunities for families to discover new ways to worship Jesus with monthly activities set up near the Welcome Window.

Weekly attendance at Mass is central to our faith formation. Here, with members of our family and parish, we put our lives in perspective, we reconnect with our God, we are reminded of what we believe, we are fed by Jesus in the Eucharist, and we are supported by others in faith. The Eucharist truly is the source from which all life flows and the summit toward which all life in the Church is directed. We invite your Families to join us at our weekend Liturgies as you form your children in faith.

Parents, you are the best people to teach your child about God, about Jesus, about the Spirit, and about our Catholic faith. Faith formation must begin with you at home, for you provide living witness to the Gospel by how you care for your family, how you work, how you help others, how you worship, and how you pray.

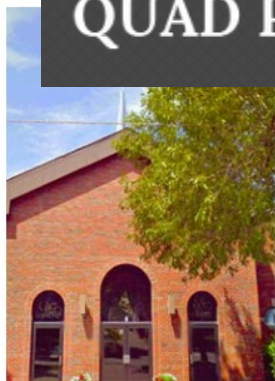
Please spend some time looking through this booklet. Discern how our faith formation process can best help you, and your family, to grow in faith. Members of our parish staff are always available to help you with any questions or concerns. May you have a blessed year as we discover together how to best find **Home, Hope, and Holiness!**

We are a family of believers from four unique Catholic Parishes who find Home through community, Hope in the Living Presence of Christ, and Holiness in our witness to the world.



Annunciation

401 Gray St.
Green Bay WI 54303
Sunday Mass 8am



St. Joseph

1224 12th Ave.
Green Bay WI 54304
Sunday Mass 10:30am



St. Jude

1420 Division St.
Green Bay WI 54303
Saturday Mass 4pm
Sunday Mass 9:15am



St. Patrick

211 N. Maple Ave.
Green Bay WI 54303
Saturday Mass 4pm

Quad-Parish Faith Formation Office

Contact Information: 936 9th Street, Green Bay WI 54304 (St. Joseph) 920-497-7042

Website: www.quad-parish.org

Sept.-Apr. Office Hours: Monday, Tuesday, Thursday 8:00am - 1:00pm Wed. 1pm-3:30, or by appt.
Fri. Closed *Summer hours May-August: Monday-Thursday 8am-1pm Closed Fridays*

Faith Formation Center Staff

Elementary & Middle School

Kristin LaPlante x 119

klaplante@quad-parish.org

Discipleship & High School

Becky VanKauwenberg x 125

bvankauwenberg@quad-parish.org

Administrative Assistant

Nancy Van Beek x 111

nvanbeek@quad-parish.org

Quad-Parish Business Office

Contact Information: 1087 Kellogg St, Green Bay WI 54303 (Annunciation) 920-496-2160

Website: www.quad-parish.org

Office Hours: Monday-Thursday 8:30am - 4:30pm Fridays 8:30am - 12pm

Pastor: Fr. Dave Schmidt

Associate Pastor: Fr. Greg Parent

Deacons: Mike Mervilde, Dan Wagnitz, Jerry Coenen

Business Administrator: Carol Kittell

Pastoral Associates/Ministers: Sr. Pat Clement and
Sr. Jan Villemure

Liturgical Coordinator: Jennifer Poehlmann

Music Coordinator: Nancy Lemerond

Bookkeeper: Mary Jane Smithers

Secretary: Laurie Verheyden

Facilities Manager: Patrick Jelen

Basic Wednesday Night Faith Formation Information

- **Class Times:** Elementary & Middle School (Gr 4K-8)..... 5:30pm - 6:45pm
High School (Gr 9-11) 6:30pm - 8:00pm
- **Holy Grounds Café Meal Program** 5:00pm - 7:00pm
- **Open Youth Room** High School (Gr 9-12) 5:30pm - 6:30pm
- **Open Youth Room** Middle School (Gr 6-8)..... 7:00pm - 8:00pm

Welcome Window

- The “Welcome Window” is located at the Door #5 entrance. Stop on by on Wednesday nights if you need assistance, have questions, would like to make tuition payments, check students in/out or purchase Scrip gift cards.

To Report an Absence:

- Call 497-7042 or email nvanbeek@quad-parish.org prior to class.

Arrival/Dismissal

- All students are asked to enter Door #5 off of the 13th Ave. Parking Lot. Please see Wednesday Night Parking Plan for parking information. A locking system will be used throughout the night for security.
- **Children in Grades Kindergarten through Fourth Grade should be walked into the building before class** by their parents. Parents are also asked to come into the building to walk their children to their vehicles after class. **Parents should meet children in grades second and below at their classroom.**
- Students arriving after the start of class need to check in at the “Welcome Window” by Door #5.
- Students are not allowed to leave the building during class time unless a parent or guardian checks them out at the “Welcome Window” by Door #5.
- If someone other than a parent or guardian is picking up the child, please notify the office in advance.

Cancellation of Classes

- Extreme weather, equipment failure, public crisis or other circumstances may result in the cancellation of classes. If classes are canceled for the Green Bay Public School District at any time during the day, then classes for Faith Formation are canceled automatically.
- Cancellations when the Green Public School District has not canceled will be broadcast on television stations (WLUK, WFRV, WBAY, WGBA).
- When in doubt, call 497-7042 for more information.

Scrip Available

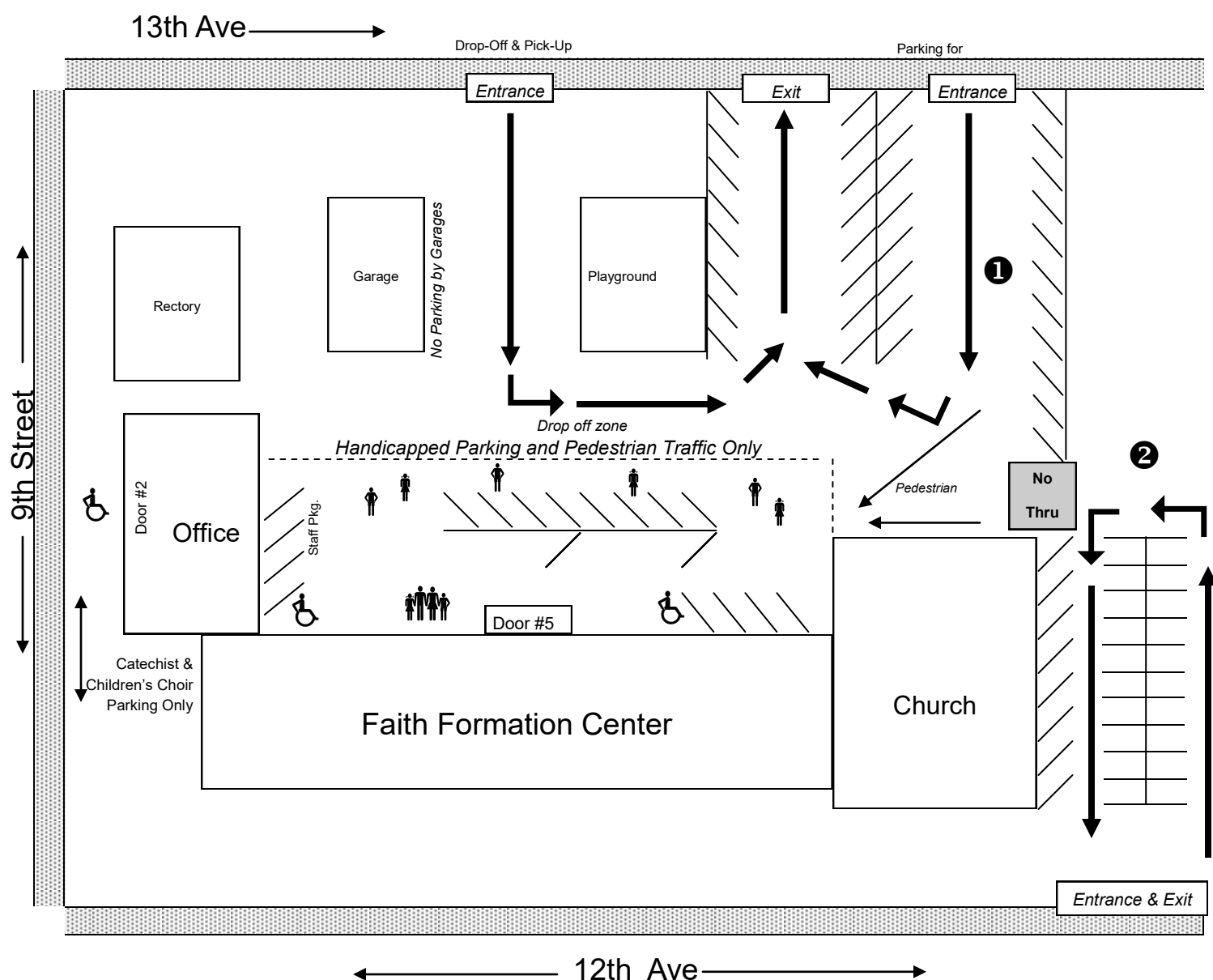
- Scrip will be sold at the Faith Formation Center “Welcome Window” each night of scheduled classes or may be purchased at Mass from the Quad-Parishes on the weekend. For more information about Scrip and how it helps our parishes and programs, please see the Scrip Explanation page at the end of this handbook.

Policies

- A full explanation of policies for the Faith Formation program is available for review at the “Welcome Window” or upon request. Enrollment in the program signifies acceptance of the program policies. Policies are subject to change.

Wednesday Night Parking Lot Plan

- ! **Students K- 4th grade MUST** be walked into the building and picked up in the building by a parent, grandparent or responsible sibling. This requires vehicles to **PARK** in lots **1** or **2**. Students in Grades K-2 should be picked up at their classrooms.
- ! **Students 5th - 11th** can either be dropped off and picked up at the drive thru entrance and exit or parents may park in lots **1** or **2** and let their students walk to the building.
- ! **High School Students** who drive themselves **MUST** park in lot **2** and walk to entrance #5
- ! At no time should cars park or block traffic in the drive thru lane. Students should remain behind the cones and barricades until their ride pulls up to the drop-off zone.
- ! Only pedestrian traffic and handicapped parking is allowed near door #5; no cars beyond the traffic cones and barricades.
- ! **PLEASE DRIVE SLOWLY at all times in the parking lots!** We are aware that it is congested so if everyone shows a little patience there will be no injuries. If your family requires assistance in dropping off students because of health concerns or infant children in the car, please contact us and we would be glad to help you safely escort your students into the building. Thank you for your cooperation!



Elementary Faith Formation - 4K - Grade 6

Coordinator

Kristin LaPlante 920-497-7042 x 119 klaplante@quad-parish.org

Religious Education - 5:30-6:45pm

Religious education for elementary students focuses on teaching our children foundational Catholic stories, prayers and concepts. These basics of our faith are important stepping stones in becoming disciples of Christ.

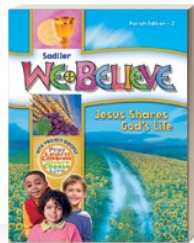
4K & Kindergarten Curriculum: I am Special

Publisher: Our Sunday Visitor

1-6 Curriculum: We Believe Catholic Identity

Publisher: Sadlier

This edition nurtures the faith-filled hearts of students to uphold their faith and go out into the world as Catholics - proud of who they are and what they bring to the world.



Theme

Grade 1	God Loves Us
Grade 2	Jesus Shares God's Life
Grade 3	We Are The Church
Grade 4	God's Law Guides Us
Grade 5	We Meet Jesus in the Sacraments
Grade 6	We are God's People

First Reconciliation and First Communion Sacramental Preparation

Family Centered preparation for First Reconciliation and First Communion usually takes place in Grade 2. Preparation includes parent meetings, retreats, and family activities.

Prayer Challenge- NEW TO THIS YEAR for Grades 3-6

Prayer is one of the most important forms of worship in our Catholic faith. In order to support our students in learning their prayers, we are asking parents to work with their child so the child can recite his or her prayers. These prayers will then be assessed before class time when the child is ready. This challenge needs to be completed before the final day of Faith Formation. Once completed, your child will receive a certificate.

How to:

1. A sheet will be handed out on Wed, Sep. 18th. This sheet will be all of the prayers each child should know before the last class of this Faith Formation year.
2. Use this sheet at home to practice the prayers with your child.
3. Our suggestion is to learn one prayer and come to class to say it to the volunteer when the child is comfortable. If the child wants to learn multiple prayers at a time and recite them at one time, that is fine too. It is up to each parent and child to decide what is best for that child.
4. Once your child is ready, your child can come before class (5:00pm- 5:25pm) to recite their prayer(s) to the volunteer.
5. Our volunteers will start on Wed, Oct. 2nd.
6. Your child (and yourself) can find our volunteer on the 2nd floor in the hallway by the classrooms.
7. Once the child has come to the volunteer, the volunteer will ask for their name and class, and which prayer they would like to recite.
8. After this, the child then goes through this process again to learn the next prayer.
9. Once all prayers are completed, your child will receive a certificate.

For those who may find this environment difficult, there will also be the opportunity to assess your child at home by filling out a form and returning it to the Faith Formation center. To do this, please contact Kristin LaPlante.

Elementary Faith Formation - 4K - Grade 6

Teaching Mass Grades 3-6 with Families

One of the wonderful ways we can worship God is through the Mass. This year, Fr. Dave will be leading a teaching Mass for each grade level (3-6). Families are required to come to these dates. This will not be a normal Mass but will be a time where details of the Mass will be explained and questions are encouraged. These teaching Masses will be during the normal class times.

Teaching Mass Dates:

3rd Grade: Wed, Nov. 13th

4th Grade: Wed, Dec. 11th

5th Grade: Wed, Jan. 15th

6th Grade: Wed, Feb. 19th

Gospel Time

Children are able to hear the readings at Mass on their own level of understanding, and apply them to their lives. This program takes place on weekends at the 8:00am Mass at Annunciation, 9:15am Mass at St. Jude and 10:30am Sunday Mass at St. Joseph Church.

Summer Vacation Bible School

Each summer the Quad-Parishes offer a free week long day camp for elementary students. Each day includes bible stories, songs, crafts, snacks and games. Registration will begin in the spring.

Youth Ministry Events - 6th Grade Students

See next page for information on Youth Ministry Events and Open Youth Room.



Middle School Faith Formation - Grades 7-8

Coordinator

Kristin LaPlante

920-497-7042 x 119

klaplante@quad-parish.org

Religious Education Grades 7-8 5:30-6:45pm

Grades 7 and 8 will be combined and follow a two year curriculum. The program will include upfront presentations and utilize small group leaders for engaging activities and discussions. The Middle School Core Team work together to facilitate the evenings.

Grade 7 & 8 Curriculum: We Live Our Faith **Publisher:** Sadlier
And **Edge Resources** from Lifeteen.



Middle School Retreat

Each year middle school students are required to participate in a retreat or conference experience that will help them experience our Catholic faith in new ways! This is a required part of the Religious education Program for grades 7-8, optional for grade 6. This year teens will be attending John Bosco Youth Day on October 5th at Holy Hill for their retreat. If teens are unable to attend the scheduled retreat, information on make up opportunities will be sent to families.

Open Youth Room 7:00 - 8:00pm

After religious education classes, students in grades 6-8 are invited to stay and socialize in the game room and buy snacks in the Café. Open Youth Room times give teens a safe and positive place to hang out, play games and do homework after classes.

Youth Ministry Events

Throughout the year middle school students in grades 6-8 will be invited to gather with other teens from the Quad-Parishes on Wednesday Nights Once a Month for Youth Group following Faith Formation Classes. Teens will pray together, play fun games and enjoy "Finding Home In Community."

2019/2020 Middle School Youth Group in Game Room 7-8:00pm

- October 2nd
- November 6th
- December 4th
- January 8th
- February 5th
- March 4th
- April 1st

Summer Trips

Each year staff and volunteers from the Quad-Parishes help to plan amazing summer camp or service opportunities for middle school students. These events are aimed at helping teens encounter Christ in meaningful ways. Please encourage your child(ren) to participate in these opportunities to grow in faith and community with their peers!



High School Faith Formation - Grades 9-12

Religious Education Grades 9-11 6:30-8:00pm

Grades 9, 10 and 11 will be combined and follow a three year curriculum. The program will include upfront presentations and utilize small group leaders for engaging activities and discussions. The High School Core Team will be working together to facilitate the evenings.

High School Curriculum: Living in Christ and Catholic Faith Handbook
Resources from Life Teen.

Publisher: St. Mary's Press

Semester 1: Sacraments **Semester 2:** Christian Morality

Confirmation Preparation - Grade 11 or 12

Young Catholics are invited to pray about receiving the sacrament of Confirmation. Immediate preparation for Confirmation includes a day retreat, mentor meetings and events with sponsors. Confirmation Preparation will begin with an informational meeting in December and the Confirmation Mass will be celebrated in May at St. Francis Cathedral.

Confirmation Curriculum: Decision Point

Publisher: Dynamic Catholic

Youth Led Liturgies

All high schoolers are asked to participate in a Youth Led Liturgy this year at one of the Quad-Parishes. This is an opportunity for teens to learn about the Holy Mass and use their gifts as greeters, lectors, ushers, servers and musicians.

Grade 9 - Saturday, December 14th 4:00pm Mass at St. Patrick Parish

Grade 10 - Sunday, January 26th 8:00am Mass at Annunciation

Grade 11 - Sunday, April 19th 9:15am Mass at St. Jude

Open Youth Room 5:30-6:30pm

Students in grades 9-12 are invited to socialize in the game room. Open Youth Room times give teens a safe and positive place to hang out, play games and do homework on Wednesday evenings.

High School Youth Ministry

Throughout the year there will be opportunities for teens to dive deeper into their faith in various ways. Retreats, youth conferences and opportunities to connect with the parish communities in meaningful service to our community will be the focus of our ministry for the year.

October 5 (Saturday) - John Bosco Youth Day @ Holy Hill

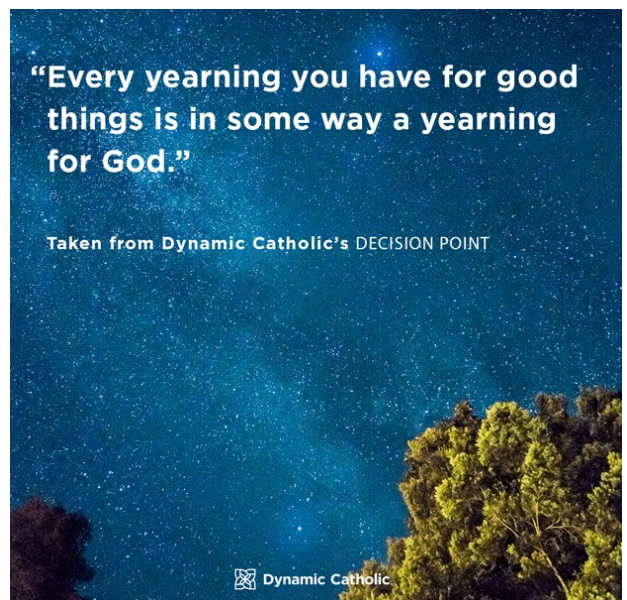
November 25 (Monday) - NEW Community Shelter Meal

December 8 (Sunday) - Green Bay Youth Conference @ the
Shrine of Our Lady of Good Help

January 9 (Thursday) - Culvers Take Over

February 15 (Saturday) - Takin' It to the Streets
(required for 9-11 Faith Formation)

March 5 (Thursday) - Youth Led Stations of the Cross



Opportunities for Families & Parents



Transforming Our Holy Families As the Catechism of the Catholic Church states, parents are the primary catechists of the faith for their children. While we race throughout the day to get our children from school, to activities, to faith formation nights, it's a stressful time to be a parent! The reality is that, we rarely have time to develop simple and sacred times and practices within our own lives to grow in holiness that then spill out to our family's prayer lives. We hope you join us throughout the year for opportunities to Find Home, Hope & Holiness!

Holy Grounds Café—Parents/Grandparents are invited to stay and socialize or relax with a book in the Holy Grounds Café while your children are in class. Throughout the year there will be opportunities for faith sharing as well.

Families with Young Children - We have created a play area for families with young children on the second floor of the Faith Formation Center. Parents and younger children are invited to gather while school age children are attending religious education classes.

Parent Life - How often are you able to take a little break during the busy week. We invite parents/grandparents to join us throughout the year for a time to nurture your own faith. This year we will be inviting parents to two evenings of reflection and to join us for the Parent Life Alpha Series! Feel free to stop in at any time!

October 23rd & October 30th Parent Life Movie Night Part 1 & 2 Begins at 5:30pm

April 1st Parent Life Lenten Reflection 5:30pm

Alpha is a chance to explore life and the Christian faith in a friendly, open and informal environment.

#TryAlpha

You are invited to Alpha!

Join us for a great meal and conversation with others who are exploring life and faith; no strings attached.



What do you have to lose?

Parent Life Alpha Series - Alpha is a series of interactive sessions exploring the Christian faith. We invite you to join us to explore...Is there more to life than this? Explore Life, Faith, Meaning!

Holy Grounds Café 5:30-6:45pm

Oct 2nd Alpha Session 1 - Who is Jesus?

Nov 20 Alpha Session 2 - Why Did Jesus Die?

Dec 18 Alpha Session 3 - How Can I have Faith?

Jan 22 Alpha Session 4 - Why do I Pray?

Feb 12 Alpha Session 5 - Why Should I Read the Bible?

*****For Your Information*****

Holy Grounds Café Meal Program 5:00pm

To assist with hectic schedules on Wednesday nights, we are happy to offer a light meal for families before classes. A free will offering may be placed in the jar at the table. Food will be set up in the Holy Grounds Café starting at 5pm and be available until gone. *(Meals may not be offered on select Wednesday evenings where special events are planned. Advanced notice will be listed in the newsletter and bulletin)*

Family Events

Throughout the year we are excited to offer opportunities for the whole family to grow in their faith together! Some examples are Family Nights, Teaching Masses and various learning experiences! Families are also invited during our Penance services and special classroom events throughout the year. Please check the newsletter or bulletin for more information!

Safe Environment Lessons

The Diocese of Green Bay has requested that Catholic religious education programs devote one lesson during the course of the school year on Safe Environment. Age appropriate language is used to teach students about good relationships and behaviors, and actions that may be harmful to themselves or others. Parents/Guardians will be notified of upcoming lessons and are welcome to attend with their children. If a parent/guardian chooses to opt out of the Safe Environment Lesson, materials will be distributed for you to discuss as a family at home. More information on the Safe Environment Curriculum may be found on the diocesan website, www.gbdioc.org under the Protecting God's Children tab.

ACRE Testing

ACRE stands for "Assessment of Catechesis/Religious Education. It is an instrument designed to strengthen religious education programs through standardized testing in grades 5, 8 and 11. ACRE Testing will be administered in March of 2020. We will use the information gathered to identify areas of strengths in our program and also to identify areas where we need to improve.

Support Quad-Parish Faith Formation!

There are several ways you can help us provide the best resources for our children and youth at the Faith Formation Center. Whether you are purchasing scrip, donating items to the Spring Quad-Parish fundraising event, or volunteer in our program you are making a difference! Thank You!

SCRIP Program Information

See Information on next page for more information.

Religious Ed Scrip Explanation



What is Scrip? Scrip simply means “substitute money”. It is a revenue producing program that helps parishes raise extra funds. Scrip consists of gift certificates or gift cards that are used just like cash. This is a fundraiser that doesn't cost you anything, yet it generates extra money for us so we don't have to raise tuition costs. They are the same gift cards sold by many local stores and businesses.

How does it work? You purchase gift cards or coupons from your parishes and then redeem them at a business when you check out. Because Scrip is purchased in bulk from a national center, they are able to offer it to us at a discount. We in turn sell it to you at face value, and keep the % discounted as parish income.

What does it cost me to use scrip? NOTHING! You receive full value of your purchase. For example, when you buy a \$50 Festival Foods card, you can redeem it for \$50 worth of groceries. It costs you nothing. Festival Foods then gives back to the parish 3%, or \$1.50. That may not seem like a lot, however, no purchase is too small! If just 150 families used Scrip for their everyday purchases, they would generate between \$40,000 to \$80,000 per year -- without spending an additional penny!

What is the Religious Education Scrip Requirement? As part of the religious education tuition, each family is asked to purchase enough Scrip for a parish profit of \$15 this year. The profit from each purchase will be deducted from your tuition, up to \$15. Families may also choose to pay \$15 instead of using the Scrip program, but if you buy Scrip instead, it will cost you nothing!

What do I need to do?

- Identify the businesses you use on our Scrip forms or on the websites scrippro.com or shopwithscrip.com. Most vendors listed on our form are carried in stock, others have to be ordered which generally takes about a week to get in.
- Purchase Scrip after weekend Masses at our parishes or on Wednesday nights at the Faith Formation Center. If buying after Mass, don't forget to mark the “RE Credit” section or write “RE Credit” on top of the form.
- Scrip should be paid for by cash or check, or cash only, please, if you're not a registered member of one of our parishes. *We do not accept electronic payments at this time.*
- Scrip purchases will be recorded by the office and documented on your tuition statement.
- The example on the back of this letter shows a typical Scrip purchase and how the profit is calculated.
- Don't stop purchasing Scrip after you've reached your \$15 requirement! Using Scrip for your gas, groceries and regular purchases, will help our parishes keep costs down all year long!

Thank you for using Scrip!

Faith Formation Program Policies (for list of all policies contact the office)

Conduct of Students

It is because of our commitment to treat each other as a gift from God that our staff endeavors to create an atmosphere where each person reaches their full potential in a secure and loving community. While accepting all people, our commitment to a safe, purposeful and positive environment does not permit us to accept all behaviors. The following steps will be taken to ensure a good learning environment for all of our students if problems do arise.

Stage One: In Class Strategies

Stage Two: Formal Referral to the program coordinator and conversation with parent/guardian

Stage Three: Personalized program with mentor and weekly monitoring

Stage Four: Formal Referral to the Pastor

Grievance Procedures

Please contact the Faith Formation Office promptly when there is a situation you would like to discuss so we can work together to resolve the issue. Every effort will be made to resolve the question, concern and problem at the earliest stage.

Harassment/Sexual Harassment

It is the policy of the educational programs governed by the Diocesan Board of Total Catholic Education to maintain a learning and working environment that is free from any type of harassment. No employee, volunteer or student associated with these programs shall be subject to any type of harassment. It shall be a violation of this policy for any employee, volunteer or student to harass another employee, volunteer or student. Each administrator shall be responsible for promoting understanding and acceptance of, and assuring compliance with local, state and federal laws and board policy and procedures governing harassment within the educational/catechetical program or office. Violations of this policy or procedure will be cause for disciplinary action.

Diocese of Green Bay 5/00

Dangerous Objects

Firearms, Weapons, Other Dangerous Objects #4220 Firearms, weapons, knives and other dangerous objects are not permitted in schools or religious education buildings. The possession or use of such by employees, volunteers, or students is not permitted in the aforementioned buildings or on the grounds or property owned, used or operated by the parish, school or religious education program. Police shall be notified immediately if an assault or battery occurs resulting from use or threatened use of a firearm, weapon, or dangerous object. When possible, such dangerous objects shall be taken from the person. Parents of students who are found in possession of such dangerous objects shall be notified.

Any students in possession of a firearm while participating in any school parish, regional or diocesan program shall be immediately suspended pending a hearing before the local board responsible for the aforementioned program. Any student expelled under the provision of this policy shall not be admitted to any Catholic school or parish/regional/diocesan program within the twelve month period. Exemptions to this policy are granted to law enforcement officers and the residents of the on ground living quarters of the parish leadership. Exemptions to outside groups who use the parish buildings on a regular basis may be granted by the parish on an annual basis.
Diocese of Green Bay Revised 5/98

- Things that look like a weapon, such as a toy gun, replica, cap gun or popper are not allowed.

Lost or Stolen Items

The Faith Formation and Youth Ministry programs cannot be held accountable for items that are lost or stolen. Children and youth are asked not to bring anything of value with them to the building. A lost and found box will be maintained at the "Welcome Window" for any items that we find.

Health Records

Any special health needs of a student must be communicated to the Faith Formation Staff either in person or via the registration form. Notification is also needed of any communicable diseases such as chicken pox, head lice or pink eye. If a child is sick, please keep them home so as not to spread the illness. In case of an extended illness, parents must contact the office for make up work so that their son or daughter does not fall behind.

Health Medication

Staff members and/or volunteers will follow the requests of parents documented on registration forms regarding administering prescription or non-prescription medications to students. This pertains to all over the counter medicine or prescription medication that a student has in her or his possession. We ask parents to notify us in writing of all allergies or serious illness concerns.

Illness or Injury

In case of illness or injury, a child will be cared for temporarily by a member of the staff. Faith Formation personnel will render basic first aid only. If the injury or illness warrants the child being sent home, the parents or guardians will be called. If contact cannot be made, the additional emergency contact person listed on your form will be called. If emergency medical treatment is needed and no one can be reached by phone, the staff will call 911. In an extreme emergency, 911 will be called first. An accident report form will be filled out for every injury.

Promise to Protect

All employees and volunteers must participate in eApps on-line background check and Virtus Protecting God's Children Adult awareness session. Employees must also participate in reading on-line training bulletins for Virtus Protecting God's Children for Adults.

A volunteer is someone age 18 or older, who has direct contact with children/youth/vulnerable adults and:

- encounters said person(s) more than four times in a program year, or
- acts as a chaperone on an overnight event, and/or
- is the sole adult driver in a vehicle transporting said person(s) and/or
- spends an average of one or more hours per week in any given four week period with said person(s) and/or
- is not under the direct immediate supervision of a parish/educational/catechetical employee.
- The LoSEC (Local Safe Environment Coordinator) for Faith Formation is Nancy Van Beek.

Visitor Policy

All visitors (unregistered students or adults) to Wednesday night Religious Education Classes must immediately report to the "Welcome Window" at door #5. Visits to classrooms need to be approved by a Staff member and the catechist teaching the class a minimum of one week prior to the visit. Visitor Forms are available from your classroom teacher or at the "Welcome Window." Approved visitors will be issued a visitor name tag and will need to supply the office staff with emergency contact information.

Policies

A full explanation of policies for the Faith Formation program is available for review at the "Welcome Window" or upon request. Enrollment in the program signifies acceptance of the program policies. Policies are subject to change. Policies include: Attendance, Arrival/Dismissal, Parking Lot Plan, Books, Cancellation of Classes, Change of Address or Phone Number, Classroom/Program Rules, Conduct of Students, Communications, Dangerous Objects, Firecrackers, Dress Code, Emergency Info, Emergency Procedures, Equipment Usage, Expectation of parent involvement, Field Trips, Fundraising, Grievance Procedures, Guest Speakers and Guest Programs, Harassment/Sexual Harassment, Health Records, Health Medication, Homeschool, Illness or Injury, Internet Usage, Desks, Loitering, Lost or Stolen Items, Parents, Parties, Pets, Promise to Protect, Record Keeping, Sacramental Prep, Substance Abuse, Vandalism, Videotaping and Still Photograph, Visitor Policy, Volunteers, Youth Center Policy

2019-20 RE Calendar Grades KN-8 5:30pm-6:45pm

Class Dates ALL KN-8	SPECIAL EVENTS During Classes
11-Sept	FAMILY Kick-Off Night Students & Parents
18-Sept	Re Classes in Session
25-Sept	Gr 2-1st Reconciliation PARENT Mtg 5:30pm
2-Oct	<u>Parent Life</u> Alpha Session - Who Is Jesus? (adults invited)
	5-Oct Gr 7&8 Only-John Bosco Youth Day (required)
9-Oct	Made to Worship FAMILY Night 5:30-6:45pm
16-Oct	Gr 7 & 8 Reconciliation Service
23-Oct	Gr 3 - Altar Server Training during Class <u>Parent Life</u> - Movie Nigh Part 1 (adults invited)
30-Oct	<u>Parent Life</u> - Movie Nigh Part 2 (adults invited)
6-Nov	Gr 2-1st Reconciliation PARENT Mtg 5:30pm
13-Nov	Gr 3 FAMILY Teaching Mass (parents attend)
20-Nov	<u>Parent Life</u> Alpha Session - Why Did Jesus Die? (adults invited)
27-Nov	NO CLASSES - THANKSGIVING RECESS
4-Dec	Safe Environment Lesson-Parents Invited
11-Dec	Gr 4 FAMILY Teaching Mass (parents attend)
18-Dec	<u>Parent Life</u> Alpha Session How Can I Have Faith? (adults invited)
25-Dec	NO CLASSES - CHRISTMAS DAY

Class Dates ALL KN-8	SPECIAL EVENTS During Classes
1-Jan	NO CLASSES - NEW YEAR'S DAY
8-Jan	Re Classes in Session
15-Jan	Gr 5 FAMILY Teaching Mass (parents attend)
22-Jan	<u>Parent Life</u> Alpha Session-Why Do I Pray? (adults invited)
29-Jan	Re Classes in Session
5-Feb	Gr 2-1st Communion PARENT Mtg 5:30pm
12-Feb	<u>Parent Life</u> Alpha Session- Why Should I Read the Bible?(adults invited)
19-Feb	Gr 6 FAMILY Teaching Mass (parents attend)
26-Feb	Ash Wednesday FAMILY Mass 5:30pm
4-Mar	ACRE Assessment Grades 5 & 8
11-Mar	NO CLASSES - Winterfest Set-Up in FFC
18-Mar	NO CLASSES - Spring Break
25-Mar	Grades 3-6 Reconciliation Service
1-Apr	<u>Parent Life</u> - Lenten Reflection (adults invited)
8-Apr	NO CLASSES HOLY WEEK - EASTER
15-Apr	Last Class & Closing Family Prayer

Middle School Youth Group Game Room 7:00-8:00pm
Oct 2nd - Nov 6th - Dec 4th - Jan 8th - Feb 5th - March 4th - Apr 1st

Parent Life Opportunities At a Glance Beginning at 5:30pm
October 23 & 30 - Movie Night Part 1 & 2
Alpha Series - Oct 2nd, Nov 20th, Dec 18th, Jan 22nd, Feb 12th
April 1 - Lenten Reflection

Gr 2 Sacramental Prep Dates (parents attend)	
25-Sept	First Reconciliation Parent Mtg 5:30pm
6-Nov	First Reconciliation Parent Mtg 5:30pm
7-Dec	1st Reconciliation Retreat & Service 9am St. Joseph
5-Feb	1st Communion Parent Mtg 5:30pm
9-Feb	1st Communion Enrollment 10:30am Mass at St. Joseph
4-Mar	1st Communion Parent Mtg 5:30pm
18-Apr	1st Communion Retreat FFC 9am
26-Apr	1st Communion Mass 10:30am St. Joseph

2019-20 RE Calendar Grades 9-11 6:30pm-8:00pm

Class Dates ALL Gr 9-11	Session Descriptions
18-Sept	Sacraments Session 1 Students & Parents
25-Sept	Sacraments Session 2 - Baptism
2-Oct	Sacraments Session 3 - Confirmation
9-Oct	Invited Made to Worship FAMILY Night 5:30-6:45pm
16-Oct	Sacraments Session 4 - Eucharist
23-Oct	Sacraments Session 5 - Reconciliation
30-Oct	Sacraments Session 6 - Anointing of the Sick
6-Nov	Sacraments Session 7 - Holy Orders
13-Nov	Sacrament Session 8 - Matrimony
20-Nov	Sacraments Session 9 - Liturgy
27-Nov	NO CLASSES - THANKSGIVING RECESS
4-Dec	Sacraments Session 10 - Teaching Mass
14-Dec	Grade 9 Youth Led Liturgy 4pm @ St. Patrick
25-Dec	NO CLASSES - CHRISTMAS DAY
1-Jan	NO CLASSES - NEW YEAR'S DAY
8-Jan	Christian Morality Session 1
15-Jan	Christian Morality Session 2
22-Jan	Christian Morality Session 3
26-Jan	Grade 10 Youth Led Liturgy 8:00am @ Annunciation
29-Jan	Christian Morality Session 4
5-Feb	Christian Morality Session 5
12-Feb	Christian Morality Session 6
15-Feb	Saturday Required Retreat Takin' It to the Streets
19-Feb	Christian Morality Session 7
26-Feb	Ash Wednesday FAMILY Mass 5:30pm
4-Mar	Christian Morality Session 8
11-Mar	NO CLASSES - Winterfest Set-Up in FFC
18-Mar	NO CLASSES - Spring Break
25-Mar	Christian Morality Session 9
1-Apr	Christian Morality Session 10

Gr 11 or 12 Confirmation Prep Dates Meeting at the Faith Formation Center	
December 11	PARENT/STUDENT Info Meeting 6:30pm
Sun, March 29	Confirmation Retreat 9am - 5pm
April 15	Session 1 Want Greatness 6:30-8:00pm
Sun, April 19	Confirmation Enrollment & Youth Led Liturgy Sunday, April 19th 9:15am Mass @ St. Jude With SPONSORS
April 22	Session 2 Pray 6:30-8:00pm
April 29	Session 3 Stay Close to the Sacraments 6:30-8pm
May 6	Session 4 Build Community 6:30-8pm
May 13	Session 5 Commit to Mission 6:30-8pm
May 20	Confirmation Practice May 20th 6:30pm With SPONSORS
Thurs, May 21	Confirmation Mass 7:00pm St. Francis Xavier Cathedral

Additional High School Youth Ministry Opportunities
Sat, October 5 - St. John Bosco Youth Day @ Holy Hill
Mon, November 25th - Serving Meal at NEW Community Shelter
Sun, December 8 - Green Bay Youth Conference @ The Shrine of Our Lady of Good Help
Thurs, January 9 - Culvers Takeover
Sat, February 15- Takin' It to the Streets (Required 9-11 Faith Formation)
Thurs, March 5 - Youth Led Stations of the Cross

Youth Led Liturgies
Grade 9 - Saturday, December 14th 4:00pm Mass @ St. Patrick
Grade 10 - Sunday, January 26th 8:00am Mass at Annunciation
Grade 11 - Sunday, April 19th 9:15am Mass @ St. Jude