

Faith Formation Parent Handbook 2010-2011



Churches of Resurrection and St. Michael
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Wausau, WI 54403
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July 2010

Dear Parents and Guardians,

Welcome to the Faith Formation Programs of St. Michael and Resurrection. For those of you who are new—we welcome you for the first time and for those who are returning we are so glad to have you back.

The purpose of this handbook is to serve as a guide to the general operations and expectations of the formation programs. Hopefully, it will answer some of your questions. Please read and discuss it as a family and keep it for reference during the year.

We believe that family involvement is essential in the faith development of our children/youth. Therefore, we are partners working together for the same goal.

The center of Catholic life has always been the Sunday Eucharist. Because we want our children to realize that our Sunday worship is the celebration of our faith and all that we believe, a natural response to God's love for us, it is very important that we celebrate the Eucharist with the parish community on Sundays.

In Faith Formation our particular focus is making sure that our children/youth are enlivened by the gift of faith we have received. In our program, we help students act on what they have learned, share faith with each other and live that faith through service to others. Catechists help parents nurture the seed of faith planted in each child by the Holy Spirit. We thank each of you for being good stewards, for your prayer, and for service, whether to the benefit of Faith Formation, our parish as a whole, or by example in the community.

In Christ,

Rev. William Grevatch
Pastor

Lee Ann Lella
Director of Faith Formation

Faith Formation Personnel

PastorFr. William Grevatch
842-4283

Director of Faith FormationLee Ann Lella
842-1810

Please note there is a change of class time this year. Our first session will run from 4:15-5:30 and the second session will run from 6:15-7:30. This additional fifteen minutes can help enhance even further our quality of faith formation for your children/teens.



Parental Involvement

Faith Formation

We recognize that parents and families are the primary teachers of our faith to their children. We appreciate the opportunity to provide formal classroom instruction and offer various ways for parents and families to be involved in the program:

- Catechist: Support parents in faith formation by helping youth make connections between life and faith. They teach classes, encourage and lead service projects and assist with worship, prayer, faith experiences and retreats.
- Catechist Helper: Support the catechist with hospitality, activities, discussion, attendance and assignments.
- Help during sessions (hall monitor, phone calls, run copies, etc.)
- Donate refreshments for special events
- Chaperone for youth events
- Childcare for catechist's children during classes
- Participate in special Liturgies
- Assist with service opportunities for youth

Thank you for all you do!

Modeling Faith

Your children will learn by following your example. Their commitment to faith will be strengthened by your lead in attending weekly worship, by your stewardship (prayer, ministry, and finance), and by helping those in need. "Inspired by the example and family prayer of their parents, children, and in fact everyone living under the family roof, will more easily set out upon the path of a truly human training, of salvation and of holiness" (Vatican II).

Prayer

- Pray together as a family, especially at mealtime and bedtime, and encourage individual prayer.
- Read and talk about the Sunday Gospel.
- Celebrate sacraments and observe holy days and church seasons.
- Pray memorized prayers and pray spontaneously.

Parent Orientation

We appreciate your attendance at parent orientation sessions. It ensures good communication and helps you stay informed about our offerings and new developments. Our open house is Wednesday, September 22, at 6:00PM.

Drop-off / Pick-Up of Children

Our first concern is the safety of children entering and exiting the building. **We ask that with younger children (particularly grades 1-3), you park and escort them in the building, likewise meeting them after class at their room and walking with them back to your vehicle.** We appreciate your support in this matter—we want every child to be safe. We also ask that *you do not drop off your children more than 10 minutes prior to the beginning of the session.* Many catechists need this prep time. Also, in order to avoid traffic situations, we ask that the older grades—5th and up be picked up on the Steuben Street side of the school.



Communications

Each student will receive a folder which will contain announcements, notes, reminders, a weekly faith formation newsletter and other important information. Students are expected to bring their folders to each class session. They will take them home once again at the end of class. This system reduces our postage costs. Remind your son or daughter to bring home and return the folder; there will be a signature sheet in the folder. We ask that you sign each week, your signature means you have seen its contents.

When communicating your concerns or feedback about the Resurrection and St. Michael Faith Formation Program, please feel free to contact the Director, Lee Ann Lella, via telephone or e-mail.

Special Needs

We ask that you do notify us if your child or teen has any special needs. This will better assist us in instructing him/her in the faith. Please note, this information is only shared with the faith formation staff.

Christian Conduct and Community Building

Each student should:

- be in the classroom **on time**.
- bring all needed materials.
- remove hats and jackets in the building.
- refrain from eating, drinking, and gum chewing in classrooms unless organized by the catechist.
- be respectful and cooperative.
- listen and share one at a time.
- complete assigned work or makeup work before the next session, as directed by catechists and parents.

One important purpose of the program is to build Christian community among its students and catechists. Children and youth are expected to conduct themselves in a Christian manner. Non-constructive behavior will be addressed immediately to preserve a Christian atmosphere in the classroom.

Such behavior will be addressed in the following manner:

- 1) Catechist will warn child and take appropriate measures to correct the behavior.
- 2) If the child's misbehavior continues, he or she will meet with the Director and the catechist. Parents may be contacted as necessary.
- 3) The Director will meet with parents and students as necessary and appropriate. She will work with catechists, parents and students to make behavioral plans for students and to maintain a Christian atmosphere in classes. The Director reserves the right to dismiss students from the program for part or all of the school year if necessary.

Drugs, Alcohol, Tobacco and Weapons

Possession, sale or use of drugs, alcohol, tobacco products or weapons by students at St. Michael and Resurrection is strictly prohibited. Students who violate this regulation may be subject to dismissal from the program. Students involved with drugs, alcohol or weapons may be referred to the proper legal authorities and parents contacted immediately

Vandalism

Willful damage or destruction of school and or parish property, or damage or destruction of retreat facilities by students, is cause for disciplinary action and possible dismissal from the program. The program requires that restitution be made by student(s) according to the terms determined by the Director.

Attendance

Students are expected to attend all sessions, including Liturgies and family events. If a student must be absent, parents need to call the Faith Formation Office at 842-1810 as soon as you are aware of the absence or before class begins. Once attendance is taken, parent volunteers (as a courtesy) may call the parents of those children who are absent without an excuse. This helps us keep accurate records and can prevent misunderstanding regarding the whereabouts of students (student attendance is the responsibility of parents). Students are expected to arrive punctually and stay for the duration of the session unless there is written parental permission to leave, or the student leaves accompanied by the parent.

Cancellations

Sessions will be canceled in the event that Wausau Public Schools are canceled. If inclement weather develops later in the day, or for other instances, announcements will be made through the local radio stations (WRIG, WSAU).

Textbooks

Textbooks are given to each student at the start of the school year. It is a consumable book, to be written in. Students may keep books at the end of the year. If the book is
end of the
\$15.00 will



lost before the
year, a fee of
be charged for
replacement.

Registration and Tuition

- Resurrection and St. Michael makes available a 2010-2011 Faith Formation registration packet to all parish families with school-age children who have not been confirmed and are not enrolled in the Catholic School. It includes a Registration form, a Faith Formation Handbook, a Handbook Agreement Form, a Volunteer Form, Medical- Liability/Field Trip release form, and other relevant information. Registration forms must be accompanied by a minimum deposit of \$50.00 per family (unless you register prior to the deadline then it is \$20.00.) Registration is not complete until we have received the Registration form, the Handbook Agreement form, Medical- Liability/Field Trip release form, tuition payment, by July 30, 2010. **For those families who register by the deadline of July 30, there will be \$30.00 per family tuition credit.**
- Tuition is \$100.00 a child for either program with a max of per \$250.00 family.
- If you need confidential fee assistance or wish to arrange an alternate payment plan, please contact Lee Ann Lella. We do not wish to turn away anyone for financial reasons.

Home Study

Occasionally, parents may wish to pursue Home Study for their child(ren)'s faith formation. Please call the Faith Formation Office for more information on our Home Study policy. Parents must receive permission from the Director for Home Study.

If student(s) are not enrolled in the parish Home Study Program or if prior permission has not been granted by the Director, the student(s) will not be eligible for sacramental preparation.

Sacramental Preparation

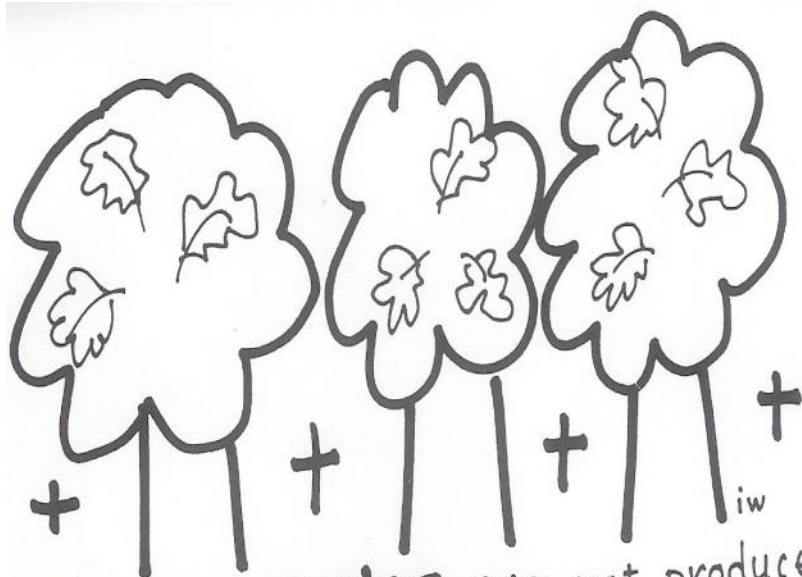
Information on the preparation for First Reconciliation, First Communion and Confirmation will come later in the year (there is a separate registration process.)

Children in second grade prepare for First Reconciliation in the Fall and receive the sacrament during Lent. They then prepare for First Communion and receive the sacrament during the Easter Season at our weekend liturgies.

Preparation for the sacraments in second grade is briefly covered in the classroom (both in Formation and in the Catholic School). However, the bulk of the preparation is done within the family. Through parent meetings you will receive resources to help guide you through the process. Retreats are also a part of the preparation process for all sacraments mentioned above. There will be a separate fee for this preparation.

Information for Confirmation, will come later in the summer. We prepare the students during their Sophomore year of high school; they then receive the Sacrament of Confirmation in the Spring. Preparation is done through monthly meetings, as well as interaction with the sponsors, retreats and service opportunities.

Statements and guidelines in this handbook are subject to amendment. The Faith Formation Program will attempt to keep you informed of all changes as soon as is practical. However, some changes may be made immediately due to unforeseen circumstances. Thank you!



Full grown **oaks** are not produced
in three years; neither are
servants of **GOD**.

Douglas Rumford