

TABLE OF CONTENTS

ST. JOHN THE EVANGELIST PHILOSOPHY	3
MISSION STATEMENT	3
PURPOSE	3
ADMINISTRATION	4
RELIGION CURRICULUM	5
Prayers	5
Textbooks	5
Mass Attendance	5
Sacramental Preparation	5
Reconciliation	5
Eucharist	6
Confirmation	6
May Crowning	6
Service Hours	6
Church Ministries	6
ATTENDANCE	7
Calendar	7
Absence	7
Tardy	7
ADMISSIONS	7
Non-discrimination Policy	7
Registration	7
Prospective Registration	8
New Student Testing	8
Transfer Policy	8
FINANCE	8
Tuition	8
Payment Schedule	8
ACADEMICS	9
Grades	9
Progress Reports	9
Promotion	9
Retention / /Incomplete	9
Standardized Tests	9
Re-Tests	9
Basic Catholic Teachings (BCT'S)	9
ARRIVAL/DISMISSAL	10
Arrival	10
Departure	10
Traffic	10
Early Dismissal	10

STUDENT GUIDELINES	-----	10
Dress Code	-----	10
Gum and Candy	-----	10
Conduct	-----	11
Hall Passes	-----	11
Search and Seizure	-----	11
Custody Policy	-----	11
Address/Phone	-----	11
Handbook Policy	-----	11
DICIPLINE	-----	11
Classroom Behavior	-----	11-12
Due Process	-----	12
EMERGENCY EVACUATION POLICIES	-----	12
Fire/Bomb Drills	-----	12
Tornado Drill	-----	12
Earthquakes	-----	12
Mr. Red	-----	12
SEVERE WEATHER	-----	13
Cancellation of School	-----	13
HEALTH AND SAFETY	-----	13
Accident/Illness	-----	13
Communicable Disease	-----	13
Medication	-----	13
Health Records	-----	13
Security	-----	13
Visitors	-----	13
RCIA ADAPTED FOR CHILDREN	-----	14
VIRTUS TRAINING	-----	14
PHOTO RELEASE	-----	14
AMENDMENTS TO THE HANDBOOK	-----	14
APPENDIX	-----	15
Calendar	-----	16-17
Registered Member of the Parish	-----	18
Parish Support	-----	19
Christocentricity	-----	20
Sacramental Preparation	-----	21
Parish – Parent Covenant Rationale	-----	22
Prayers	-----	23-24-25

**St. John the Evangelist Religious Education
& Formation Program**
Parent /Student Handbook
2011-2012

**ST. JOHN EVANGELIST RELIGIOUS EDUCATION
& FORMATION PHILOSOPHY**

*“Go therefore and make disciples of all nations...
Teaching them to carry out everything I have commanded you”
Matt 28:16-19*

The Religious Education & Formation Office of St. John the Evangelist Parish while recognizing parents as the primary teachers of their children, is committed to aiding the students to become true Disciples of Christ by means of a structured and systematic introduction to the person and the message of Our Lord Jesus Christ. In presenting the fundamental truths of the Catholic Faith our catechesis will, as all instruction should “be based on Holy Scripture, tradition, liturgy, and on the teaching authority and life of the Church.” (CD #14)

MISSION STATEMENT

The mission of Religious Education & Formation at St. John the Evangelist Parish is to enable the students to come to know and live Jesus Christ more fully through a comprehensive and systematic catechesis. As with all authentic catechesis the very essence of our program is Christocentricity. This catechesis is therefore centered on a thorough knowledge of Jesus Christ, His life and Church as revealed in the Word of God transmitted in Tradition and the Scriptures. *“The aim of our catechesis is to put the students not only in touch, but also in communion and intimacy, with Jesus Christ.”* (CT #5)
See Appendix - *Christocentricity*

PURPOSE

We attempt to nurture the threefold fundamental task of catechesis:

1. To proclaim Christ’s message
2. To develop community leading to worship and prayer
3. To motivate service (NCD #213)

ADMINISTRATION

PASTOR – Reverend Sammie Maletta

The pastor is the administrative head of the parish. He is responsible for its over-all administration and direction. The bishop entrusts pastors with preaching the gospel and sharing in the responsibility of catechesis. As such he is the chief catechist in the parish; he oversees the execution of all diocesan policies and directives.

DIRECTOR OF RELIGIOUS EDUCATION & FORMATION

Joan Backe – 365-3709

jbacke@stjohnparish.org

The Director of Religious Education and Formation is the official representative of the pastor to the religious teaching community at St. John the Evangelist Parish. The director is responsible for the administration of the parish's catechetical program for all elementary school students, in both the public and parochial school systems.

ASSOCIATE DIRECTOR OF RELIGIOUS EDUCATION/FORMATION

Nancy Rech – 365-3709

nrech@stjohnparish.org

The Associate Director of Religious Education and Formation assists the director in the administration of the parish's catechetical program for all elementary school students, in both the public and parochial school systems.

RELIGION CURRICULUM

At St. John the Evangelist the study of our Catholic Faith is considered an academic program. Parents as the primary educators of their children are required to support the spiritual growth in their children and witness to the Catholic faith by praying with their child, listening to their lessons, and attending the Holy Sacrifice of the Mass with them on Sundays and Holy Days of Obligation and participating in Advent and Lent confessions and other spiritual opportunities through out the year here at St. John the Evangelist. *“Before all others parents are bound to form their children by word and example, in faith and in Christian living.”* (Canon 774 #2)

PRAYERS

The students are required to memorize specific prayers and/or facts at each grade level. The appendix of this handbook contains a list of prayers the Diocese of Gary expects to be memorized at each grade level. Parents are to work with their children on this task since memorization requires constant repetition.

TEXTBOOKS

The Diocese of Gary approves all textbooks used. Students are expected to bring their books to class each day and to take reasonable care of the book. If a book is lost, replacement books will be made available at the cost of \$10.00 per book.

MASS ATTENDANCE

Regular attendance at the Holy Sacrifice of the Mass on Sundays and Holy Days of Obligation here at St. John the Evangelist Parish is a necessary part of the Religious Education & Formation Program. Every child is to attend Mass each Sunday and Holy Day of Obligation. Attendance at Religious Education class does not count for Mass. Regular attendance at Mass will be determined through the use of the parish envelopes. Students wishing to receive the Sacraments of First Eucharist and Confirmation must show their regular Mass attendance at SJE through the use of their own student parish envelopes. Mass worksheets are distributed at the end of every weekend Mass during the school year. Students are expected to turn the Mass worksheets into their catechist each week to show their regular attendance at Mass.

SACRAMENTAL PREPARATION

The Church teaches that parents are the primary teachers of their children in the ways of faith. Through experience, we have found that the faith of the parents needs to be nourished and fortified. The Sacramental Preparation Program is designed to assist parents in learning more about the Catholic faith, in reflecting on the role the Catholic Church plays in their lives and in sharing their faith with their children. As such, this program is an opportunity to rejuvenate the faith of the parents at a critical time in the spiritual lives of their children.

Both children and parents need to recognize that a person does not receive the sacraments just because they have reached a certain age or because they are in a certain grade. Rather, reception of the sacraments requires that both the children and the parents have taken the necessary steps to prepare for this celebration. A minimum of 2 years of formal religious education is necessary before a student is properly catechized to receive a sacrament. Students must maintain a passing grade in their Religious Education Class. There is a Sacramental Preparation fee to help defray the cost of our sacramental preparation programs. *See Appendix Sacramental Preparation Program*

Students wishing to receive the Sacraments of First Eucharist and Confirmation must show their regular Mass attendance at SJE through the use of their own student parish envelopes and Mass worksheets.

RECONCILIATION

Children and parents of children wishing to receive the sacrament of Reconciliation are required to attend a Reconciliation Formation Session. *(See Sacramental Preparation for dates)*

EUCHARIST

Children and parents of children wishing to receive First Holy Communion are required to attend a First Communion Formation Session. (*See Sacramental Preparation for dates*) Students are required to pass a test (with a minimum grade of “C”) demonstrating they have sufficient knowledge of the Reconciliation and Eucharist Concepts of Faith.

CONFIRMATION

Students and parents of children wishing to receive the Sacrament of Confirmation are required to attend a weekend Confirmation Formation Session. The students are also required to attend the *Source & Summit* Youth Retreat and complete 12 hours of service to the community. Students are also required to pass a test (with a minimum grade of “C”) demonstrating that they have sufficient knowledge of the basic truths of their Catholic Faith. (*See Sacramental Preparation for dates*)

MAY CROWNING

Students receiving the sacraments of First Communion or Confirmation are required to take part in the May Crowning.

SERVICE HOURS

As preparation for their Confirmation, all 6th and 7th grade students are required to participate in at least one Middle School Youth Group (MSYG) service project. All 8th grade students are required to complete 12 hours of community service, including one MSYG service project.

MIDDLE SCHOOL SERVICE HOURS POLICY

1. All middle school students are required to participate in one Middle School Youth Group Service Project (MSYG).
 - a. Students in grades 6 and 7 are not required to complete any other service hours, nor are they required to complete a set number of hours.
 - b. MSYG service projects are those projects listed on the approved project list provided by the Religious Education/Formation Office.
 - i. The project list is given to each middle school student at the start of the first and second semesters. It is also available on the parish website.
2. Confirmation students are required to complete 12 hours of community service, which includes one MSYG project.
 - a. Confirmation students may complete the remaining hours at a volunteer project of their choosing.
 - i. Volunteer projects do not have to be associated with SJE Parish.
 - ii. **Volunteer work at a sporting event, such as scorekeeping for a basketball game, does not count as service hours.**

CHURCH MINISTRIES

All Christian life is about service to others. To establish service as a standard for our children’s lives, all 7th and 8th grade students are expected to be trained and participate in one of the following ministries: altar server, lector, greeter, child care or fellowship. This is in addition to the specific service hours required for the Sacrament of Confirmation.

ATTENDANCE

CALENDAR

The calendar for the year will for the most part coincide with Lake Central School Corporation. Any adjustments will be published in the monthly parent newsletter and / or the Sunday parish bulletin.

Classes are on Sunday 7:45—9:05 AM or Monday 6:00–7:30 PM . See Appendix Calendar

ABSENCE

If a student is going to be absent the parent is to call or notify the Religious Education Office by note. If a child has been absent 3 times we ask that the parent supply the director with a note from his/her doctor. Since all catechists are required to make class participation a minimum of 10% of the total grade more than 3 absences in one school year can place promotion to the next grade in jeopardy.

We value our formation time with our students. Sporting events and/or practices do not constitute a legitimate reason to miss religion class, retreats and/or formation classes.

A student who is absent is expected to make up all assignments and/or tests that were missed. It is the responsibility of the student to inquire as to the nature of the missed work. It is not the responsibility of the teacher to contact the student to make up missed work or tests; the responsibility rests with the student. This includes retests in the case of a failing grade.

Please call – 365-3709 to report an absence.

TARDY

Students are to be in their seats in the classroom and ready to work at 7:45 AM on Sunday or 6:00 PM on Monday. Students who are not in their seats on time will be marked tardy. The student must report to the office for a tardy slip before going to the classroom. **If a student is tardy three times, this will count as one absence.** Late students are a disruption to the entire class.

ADMISSIONS

NONDISCRIMINATION POLICY

The Religious Education Program of St. John the Evangelist does not discriminate on the basis of race, color, national and ethnic origin in administration of policies or admissions.

REGISTRATION

Registration will take place during the month of March of the preceding year. The fee for Religious Education is \$125.00 per child. Parents are reminded that, since class size is limited to a maximum of 20 students, they should register early if they desire a particular day. **Registrations will end on March 31. Any registrations taken after March 31 will incur a \$25.00 registration fee.**

The DRE must have copies of the following documents on file before the 2nd week of classes:

1. Registration-Parish/Parent Covenant
2. Baptismal Certificate
3. Health records
4. Parent/Student Handbook signature

PROSPECTIVE REGISTRATION

Families with an appointment to register with the parish are asked to sign up for Religious Education as a Prospective Member. If they do not attend a parish registration, they will be charged the non-parishioner rate of tuition of \$750 per year.

NEW STUDENT TESTING

Students new to our program in grades 3-8 will be required to take an entrance test to gauge their knowledge of the Catholic Faith.

TRANSFER POLICY

Families transferring from another parish must first register with St. John the Evangelist Parish before registering with the Religious Education & Formation Office. New students must have all records of previous religious education transferred to St. John the Evangelist Religious Education & Formation Program. A copy of each student's Baptismal Records is required as well as a student health record.

FINANCES

TUITION

Tuition for active parishioners is \$125.00 per student. To receive the parishioner tuition rate (\$125.00 per student) parishioners must contribute a minimum of \$100.00 to the support of the parish. This contribution is per family. It is to be contributed from July 1 through June 30 of the current fiscal year. The parish will be keeping records of contributions. **PARISHIONERS MUST USE THEIR PARISH ENVELOPES FOR THESE CONTRIBUTIONS OR THEY WILL NOT BE RECORDED.** (Please pay by check.) Families that do not maintain this requirement will be billed the non-parishioner rate of tuition (\$750.00 per child) for the following year. Non-parishioners will be required to pay \$375.00 at the time of registration and the final payment of \$375 before January 1st the following year. Non-parishioners must also have a letter from their pastor giving his approval for them to join St. John the Evangelist Religious Education and Formation Program. *(See Appendix Church Support)*

PAYMENT SCHEDULE

1. Full payment is made at the time of registration.
2. A non-refundable \$25 tuition deposit per child paid at the time of registration. Half of tuition due on first day of class. Balance of tuition due by February 1 of current year. A \$25.00 late fee will be assessed to those who have not paid their tuition in full by February 1.
3. A personal and individual payment plan can be set up if your family situation so demands.
If your family needs are such that you are unable to pay the regular tuition amount please contact the director by September 30th.

** Refunds for tuition will be issued only if a family is relocating to another city.*

ACADEMICS

In determining the academic nature of our catechesis we echo the ideas proclaimed in the General Catechetical Directory of the Church which states: **“It is necessary, therefore, that religious instruction in school appear as a scholastic discipline with the same systematic demands and the same rigor as other disciplines.”** (GCD #73)

GRADES

The grading system is explained on the report cards and is set by the Diocese of Gary.

93% - 100%	A Excellent
85% - 92%	B Good
75% - 84%	C Average
70% - 74%	D Below average
69% or below	F Failure

Some grades for lower primary grades are indicated by satisfactory and improvement needed.

PROGRESS REPORTS

Half way through each semester progress reports are issued to the students.

PROMOTION

Students who have completed the requirements of the grade will be promoted to the next grade. **This includes a passing grade on an exit exam based on the BCT's in grades 4-7.**

RETENTION / INCOMPLETE

Students who are experiencing academic difficulty may be retained. Prior to this decision, the parents will be notified of the possibility of retention. Parents will receive written notification of the problem. A student receiving an “I” at the end of the semester must complete the required work within the amount of time specified by the teacher/DRE in order to be promoted.

STANDARDIZED TESTS

In order to determine the effectiveness of our program and to discern which areas of catechesis need further reinforcement standardized tests will be administered during the year in Grades 3-8. At the current time we are using both **Faith 2000** and the **ACRE** tests.

RE-TESTS

A student is allowed to re-test three times per year. When a re-test is given, the grade of the first test and the second test is averaged. A student should re-test within two weeks unless prior arrangements have been made with the catechist.

BASIC CATHOLIC TEACHINGS (BCT'S)

All students are expected to know the Basic Catholic Teachings (BCT's) for their grade level by the end of the school year. Quizzes will be given weekly on prior and current year BCT's and will be a part of your child's grade. BCT's for all grade levels are available on the parish web page, www.stjohnparish.org.

ARRIVAL/DISMISSAL

ARRIVAL

Students may arrive 15 minutes before class is to begin. (7:30 AM on Sunday and 5:45 PM on Monday) They are to enter the school by the front doors only. Any student arriving before these times will be asked to wait in the front lobby until they are allowed to go to their classrooms. No student is to enter the classroom until the teacher is in the room. ***Students are not to be in the classroom without the teacher present.*** Parents of students in grades 1 up to and including grade 3 are to walk their child to the classroom.

DEPARTURE

The parents of students in grades 1 up to and including grade 3 are to come to the classroom to pick up their child. Parents are not to enter the hallways before dismissal time; it is too disruptive to the other classes. If someone other than the parent will be picking up the child, the parent needs to send a note stating who will be picking up the child.

TRAFFIC

Vehicles are to enter the parking lot from the east and exit from the west. Children are to remain on the sidewalks until their car pulls around to the drive through. **There is to be no parking along the sidewalk to allow the traffic to flow more smoothly.**

EARLY DISMISSAL

If it is necessary for a student to leave Religious Education & Formation Classes early he/she must have a note from his/her parents. The note should state the time the child is to leave, the reason for leaving early and the name of the person who will be picking the child up from the school. The parent/adult is then to come into the office to pick up the child. **No child is ever to leave the building at any time other than the regularly scheduled dismissal time without being escorted by his/her parents or an adult chosen by the parents.**

STUDENT GUIDELINES

DRESS CODE

Students are not to dress in clothing that is unbecoming a Christian student. Sleeveless or midriff tops are not permitted. Clothing is to be neither too short nor too tight. There is to be no objectionable pictures or printing on the clothing. Students who wear clothing determined to be inappropriate by the pastor, director, and/or catechist will be sent to the office. They may call their parents for a change of clothing or be marked absent.

GUM AND CANDY

Gum is **never** permitted on the school premises for maintenance reasons. If the catechist does supply food it is to be consumed in the classroom unless directed to take it home.

CONDUCT

Loud talking, running, and other inappropriate conduct of any kind is not permitted in the school halls, stairways, classrooms or on the school property. Students may not bring radios, CD players, cell phones etc. on school premises or to any religious education activity and/or event. If such items are brought to the attention of the pastor, director, and/or catechist they will be taken away and parents of the student will need to retrieve the articles. Students are responsible for bringing their book, notebook and a pen/pencil to class – **No backpacks are allowed.**

HALL PASSES

No student is to be in a hallway during religious education class time without a hall pass. Each catechist has two passes for use in their classroom.

SEARCH AND SEIZURE

The pastor, director, and/or catechist have the right to search and seize students' property if they consider that a reasonable cause exists.

CUSTODY POLICY

The Religious Education & Formation Office presumes that in the case of a divorce or separation both parents have access to the child/children unless provided with a court order stating otherwise. If the court order permits, we will, if requested, provide the non-custodial parent with unofficial copies of records. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the director with an official copy of the court order.

ADDRESS/PHONE NUMBER

Please notify the Religious Education Office of any change in address or phone number. It is extremely important for us to have correct records.

HANDBOOK

Students and parents are responsible for reading and abiding by all of the material in the parent/student handbook. **The pastor and director retain the right to amend the handbook at any time.** Parents will be given notification if changes are made in a reasonable time.

DICIPLINE POLICY

CLASSROOM BEHAVIOR

The students are expected to show respect for themselves, others, and parish property at all times. Students have the responsibility to:

- be on time for class
- bring textbooks, pen/pencil/, homework or any other required materials
- respect catechists and other students by observing classroom rules
- comply with requests and directions
- be respectful in language and behavior

The catechist and the director will handle all inappropriate behavior. Parents will be notified concerning any incidents.

Students are to be respectful of the school building and of the classroom materials. The desks in the classroom contain the personal materials of the school students and are not to be entered at any time.

There are two major kinds of infractions to the rules.

The first are minor violations of classroom rules. Each catechist has rules for his/her classroom. It is expected that each student be aware of these rules and follow them. If there is a consistent problem the catechist will contact the director and/or the parents.

The second are major violations such as but not limited to, leaving the school grounds without permission, causing or attempting to cause damage to the private property of others or to parish property, causing or attempting to cause physical injury to any person. Parents will be automatically notified. The director and/or the pastor will handle these violations.

DUE PROCESS

Ordinarily, notice and meeting will be held for all major discipline situations. A student will be told what he/she did that was wrong and will be given a chance to be heard.

Parent(s) will be notified and a meeting set within a given time. In keeping with the Church's principle of subsidiarity, problems should be solved at the lowest level whenever possible. If a student or parent think that a punishment is unfair they have the right to:

1. Discuss it with the catechist
2. Talk with the director
3. Confer with the pastor

The pastor is the final recourse and may waive any disciplinary rule for just cause at his discretion.

Students may be removed from the class and asked to return to the same grade level the next year if the pastor and/or director feel that the behavior so warrants.

EMERGENCY / EVACUATION POLICIES

FIRE/BOMB DRILLS

If a fire drill is held, catechists and students are to follow the instructions posted in the room. The following rules are to be observed.

Walk briskly and in an orderly fashion to the designated exit.

*Maintain **absolute silence** while moving so that directions, if necessary, can be heard regarding blocked exits, falling debris, and/or critical areas to be avoided.*

TORNADO DRILLS

If a tornado drill is held the students are to follow the instructions posted in the room. These instructions are also located in the catechists' folder.

EARTHQUAKES

Students take cover under a sturdy desk, table or other furniture or against an interior wall protecting head and neck.

MR. RED Catechists are instructed on the policy to follow if an intruder enters the building. *(See catechist handbook)*

SEVERE WEATHER

CANCELLATION OF SCHOOL

Inclement weather or mechanical breakdown may sometimes call for early dismissal or cancellation of school. These are broadcast over WJOB (AM) 1230 AM.

In the event of severe weather conditions that would make the building or travel unsafe for the students the classes will be cancelled. St. John the Evangelist Religious Education Program will follow the Lake Central Schools. If Lake Central schools dismiss early or cancel school due to weather-related issues, there will be no RE classes.

HEALTH AND SAFETY

ACCIDENT/ILLNESS

Parents are asked to keep children home who register a temperature above normal. In the event of an accident or illness of a student the parent or other designated person indicated on the Emergency Medical Form will be telephoned. If the accident is serious the child will be brought to the hospital indicated on the Emergency Medical Form and the parent/ guardian contacted.

COMMUNICABLE DISEASE

Students with head lice, pinkeye (conjunctivitis), or other communicable disease must be excluded from school until symptoms are no longer apparent.

MEDICATION

Students are not to bring any medication to school. If it is absolutely necessary for the student to take medicine during Religious Education time it is to be brought in and administered by the parent. *Do not send medication with your child. No student is to have any medication in his/her possession.*

HEALTH RECORDS

The emergency health form is to be on file for each student. It needs to be updated each year. It is the parent's responsibility to be sure that a form is given to the director before the first day of class each year.

SECURITY

The doors to the school will be locked during class time. The doors will be unlocked at the end of class time for the parents of grades 1 – 3 to go to the classroom to pick up their children.

VISITORS

Only students registered in the program are to be in the school building during the hours of Religious Education. If for any reason there is someone who wishes to observe a class, speak to a catechist or student etc. he/she must first report to the Religious Education Office.

RCIA ADAPTED FOR CHILDREN

Christian initiation of children who have reached the catechetical age is intended for children, not baptized as infants. They seek Christian initiation either at the direction of their parents or guardians or, with parental permission, on their own initiative. #252 RCIA

Additional classes are available for the children seeking Christian initiation. These classes are also for children who have been baptized but have not been formally catechized in the faith and are in need of receiving the sacraments of Eucharist or Confirmation. The students attend these classes in addition to their regular Religious Education & Formation classes. These classes do not take the place of the regular RE classes.

VIRTUS TRAINING

As part of the Diocesan program for protecting our children, the Diocesan Office has mandated that any employee or volunteer who has regular contact with children must attend a Virtus session and register on-line with Virtus. These sessions will be conducted periodically throughout the year.

The Diocesan Office has also mandated that all Religious Education programs offer a safe environment program for the students in their programs. The safe environment program is offered during regular RE class time.

PHOTO RELEASE

By their signature on the parent signature form in this handbook, parents agree to the use of their child/children's photo in the parish bulletin, web page or newspapers.

AMMENDMENTS TO THE HANDBOOK

The pastor and director retain the right to amend the handbook at anytime. Parents will be given notification if changes are made in a reasonable time.

APPENDIX

**ST. JOHN THE EVANGELIST RELIGIOUS
EDUCATION & FORMATION
CALENDAR
2011-2012**

AUGUST

28	Sunday	First Day of Classes – Parent Mtg in Gym at 7:45 AM
29	Monday	First Day of Classes – Parent Mtg in Gym at 6:00 PM

SEPTEMBER

4	Off	Labor Day
5	Off	Labor Day
11	Sunday	
12	Monday	
18	Sunday	
19	Monday	
25	Sunday	
26	Monday	

OCTOBER

2	Sunday	
3	Monday	
9	Sunday	
10	Monday	
16	Sunday	
17	Monday	
23	Sunday	Progress Reports
24	Monday	Progress Reports
30	Off	Fall Break
31	Off	Fall Break

NOVEMBER

6	Sunday	
7	Monday	
13	Sunday	
14	Monday	
20	Sunday	
21	Monday	
27	Off	Thanksgiving Weekend
28	Off	Thanksgiving Weekend

DECEMBER

4	Sunday	
5	Monday	
11	Sunday	
12	Monday	
18	Sunday	
19	Monday	
25	Off	Have a Blessed Christmas
26	Off	

JANUARY

1	Off	
2	Off	
8	Sunday	Report Cards
9	Monday	Report Cards
15	Off	Break
16	Off	Break
22	Sunday	
23	Monday	
29	Sunday	
30	Monday	

FEBRUARY

5	Sunday	
6	Monday	
12	Sunday	
13	Monday	
19	Off	
20	Off	
26	Sunday	
27	Monday	

MARCH

4	Sunday	Registration for 2012-2013 School Year Begins
5	Monday	Registration for 2012-2013 School Year Begins
11	Sunday	Progress Reports
12	Monday	Progress Reports
18	Sunday	
19	Monday	
25	Off	
26	Off	Registration Ends on March 31

APRIL

1	Sunday	
2	Monday	
8	Off	Have a Blessed Easter
9	Off	Have a Blessed Easter
15	Sunday	
16	Monday	
22	Sunday	Communion/Confirmation/Exit Tests
23	Monday	Communion/Confirmation/Exit Tests
29	Sunday	
30	Monday	

MAY

6	Sunday	
7	Monday	
13	Sunday	Last Day RE – Report Cards
14	Monday	Last Day RE – Report Cards

Sacramental Formation Days

Please see the letter sent in August 2011 or the web for all sacramental formation dates.

DEFINITION OF A REGISTERED MEMBER OF ST. JOHN THE EVANGELIST PARISH

St. John the Evangelist Parish is a community of baptized Catholics who seek to celebrate the Paschal Mystery as one body united in Christ through faith. By virtue of their baptismal call, registered members of this community are responsible for the spiritual and physical growth of the parish through witness and faithful service. Participation in the life of this parish, then, requires a baptized Catholic to fulfill particular responsibilities, which are rooted in the Precepts of the Roman Catholic Church, according to an individual's state in life.

1. Keeping holy the day of the Lord's resurrection by participating in the Liturgy each Sunday and every holy day of obligation with the other members of St. John the Evangelist parish community.
2. Leading a healthy sacramental life through a habit of regularly celebrating the Sacrament of Reconciliation and frequent reception of the Eucharist.
3. Fulfilling the obligation to provide for the continuing religious education of their children. For parents who have children preparing to receive the sacraments of Reconciliation, Eucharist, and Confirmation, participating in the Sacramental Preparation Programs offered at St. John the Evangelist Parish and continued study of Catholic teaching to advance the cause of Christ.
4. Fortifying the parish community and the universal Church through stewardship of time, treasure and talent.
5. Performing acts of penance, including observance of days of fast and abstinence; 14 years old and over, fasting; 18 years old but not yet 59 years old.

By fulfilling these responsibilities, a registered member of St. John the Evangelist Parish leads a Christian life by believing, professing and practicing the Church's teaching in every facet of their life.

St. John the Evangelist Parish Pastoral Council

PARISH SUPPORT

All parents of students in the Religious Education Program of St. John the Evangelist Parish must contribute at least \$100.00 a year towards the support of the parish in order to qualify for the active parishioner rate of tuition which is \$125.00 per student. Parish support must be in the regular church envelopes in order to be counted. Parish support is calculated according to the fiscal year, July 1 to June 30 of the current year.

Parents who do not contribute to the support of the parish as described above will be charged for Religious Education classes at a non-parishioner rate of \$750.00 per student.

Parents are reminded that the use of church envelopes not only encourages good stewardship but also is the *only* means we use to maintain an accurate census. Registered parishioners must be active and supportive members of the parish. Registered members of SJE Parish must participate in the liturgy each Sunday and Holyday of Obligation and be actively involved in the spiritual and social aspects of the church.

If your family is experiencing a financial situation that would make it difficult to meet this minimum amount please contact the director at 365-3709 on or before February 28 of the current year. We will make other arrangements for your family as it is our desire to offer religious education and formation to all the school age students in our parish and we wish to deny no one of this opportunity.

CHRISTOCENTRICITY

The goal of all our catechesis is to be centered in Christocentricity.

“The fourth general assembly of the synod of Bishops often stressed the Christocentricity of all authentic catechesis. ‘Christocentricity’ in catechesis is intended to stress that at the heart of catechesis we find, in essence, a Person, the Person of Jesus of Nazareth, ‘the only Son from the Father... full of grace and truth’, who suffered and died for us and who now, after rising, is living with us forever. It is Jesus who is ‘the way, and the truth, and the life,’ and Christian living consists in following Christ.”¹

“Christocentricity in catechesis also means the intention to transmit not one’s own teaching or that of some other master, but the teaching of Jesus Christ, the Truth that He communicates or, to put it more precisely, the Truth that He is. We must therefore say that in catechesis it is Christ, the Incarnate Word and Son of God, who is taught – everything else is taught with reference to Him - and it is Christ alone who teaches – anyone else teaches to the extent that he is Christ’s spokesman, enabling Christ to teach with his lips. Whatever be the level of his responsibility in the Church, every catechist must constantly endeavor to transmit by his teaching and behavior the teaching and life of Jesus. He will not seek to keep directed towards himself and his personal opinions and attitudes the attention and consent of the mind and heart of the person he is catechizing. Above all, he will not try to inculcate his personal opinions and options as if they expressed Christ’s teaching and the lessons of His life. Every catechist should be able to apply to himself the mysterious words of Jesus: ‘My teaching is not mine, but his who sent me.’ St. Paul did this when he was dealing with a question of prime importance: ‘I received from the Lord what I also delivered to you.’ What assiduous study of the word of God transmitted by the Church’s magisterium, what profound familiarity with Christ and with the Father, what a spirit of prayer, what detachment from self must a catechist have in order that he can say: ‘My teaching is not mine!’”²

This teaching is not a body of abstract truths. It is the communication of the living mystery of God.”³

¹ Catechesi Tradendae, (Catechesis In Our Time), Pope John Paul II 5-6, p.6-7.

² Ibid.

³ Ibid.

SACRAMENTAL PREPARATION

In order to emphasize the meaning and importance of the Sacraments, the parents, catechists and pastor possess the responsibility to determine when children are prepared and ready to receive the Sacraments. Since parents are entrusted with the right and duty to be intimately involved in preparing the children for the Sacraments, the aim of the Sacramental Preparation Program is to help parents enhance their understanding of their faith, which will enable them to catechize their children. Though the influence of adult catechists is important, catechetical programs are not intended to supplant parents as the primary educators of their children. If a child is to learn, value and grow in their faith, parental involvement in catechetical programs is essential.

The implementation of the Sacramental Preparation Program at St. John the Evangelist Parish, then, is the parish community's effort to fulfill the Church's call for a "renewal of catechetics" and the obligation to nurture the faith development of our children. Family and community are integral components in the catechetical process. Most importantly, though, the parents assume a primary role in passing on the traditions of the Roman Catholic faith to their children. With this in mind, the intent of the Sacramental Preparation Program is to provide catechetical education for both the child and the parent. This will enable the parents to better fulfill the role as the primary teachers of their children in the ways of faith.

This program is designed for the children and the parents of children who will be receiving the sacraments of Reconciliation, Eucharist and Confirmation. There is a fee for programs. The dates of the programs, which include attendance at the Parish May Crowning, are as follows. **Students must attend the entire formation program – start to finish – in order to receive the sacrament. The consequence for not attending the entire program is that the child will not receive the sacrament this year but will have the opportunity to attend formation the following year and receive the sacrament at that time, after all formation requirements have been met.** Again, all students wishing to receive the Sacraments of First Eucharist or Confirmation must show their regular Mass attendance at St. John the Evangelist through the use of their own student parish envelopes.

RECONCILIATION (3rd Grade)

Reconciliation Formation	January 28, 2012	9:00am—12:30pm
First Reconciliation	February 16, 2012	7:00pm

EUCCHARIST (4th Grade)

Eucharist Formation	September 17, 2011	9:00am—12:30pm
First Communion	September 25, 2011	11:30am Mass

CONFIRMATION

Please see the letter sent in August 2011 or the web for dates for Confirmation sacramental preparation.

Confirmation This date is set by the Bishop in the spring/summer.

May Crowning May 6, 2012

PARENT PARISH COVENANT RATIONALE

The Catholic Church takes most seriously the role parents play in the education and formation of their children in the ways of the faith. The Second Vatican Council addressed the role of parents in documents such as, **The Decree on the Apostolate of Lay People** #11 where we read that parents, “*are the first to pass on the faith to their children and to educate them in it. By word and example they form them.*” The Church again reiterates this idea in another Council document, **The Declaration on Christian Education** # 3 which states, “*Since parents have given children their life, they are bound by the most serious obligation to educate their offspring and therefore must be recognized as the primary and principal educators.*”

This is why in the **Code of Canon Law** # 226 we read, “*Because they have given life to their children, parents have a most serious obligation and enjoy the right to educate them; therefore Christian parents are especially to care for the Christian education of their children according to the teaching handed on by the Church.*” And in Canon # 774.2 we read, “*Parents above others are obliged to form their children in the faith and practice of the Christian life by word and example.*”

And so, when you presented your child for Baptism, the priest read from the **Rite of Baptism**, “*you are accepting the responsibility of training him (her) in the practice of the faith. It will be your duty to bring him (her) up to keep God’s commandments as Christ taught us.*” Simply put, children first learn the practice of the Catholic faith at home by the example of their parents. At the appropriate time the Church teaches that the parish should assist the parents by providing a more formal catechetical program that helps to educate and form their children in the Catholic Faith.

Canons # 773 – 777 state that it is the responsibility of the pastor to oversee the catechesis and faith formation of his parishioners. It is also his responsibility to make sure that the children and adults are properly prepared for reception of the sacraments.

In no way does the Church envision that the parish is to take over the role of parents and become the primary teacher of children in the ways of faith. In other words, the parents must continue to practice the faith in word and deed. Minimally, practicing the faith means to faithfully attend Mass each Sunday and on Holydays and not to live a life that is contrary to the teachings of the Church. A Catholic school or parish religious education program exists to support and enhance what the parents do in their role as mentioned above. However, when the parents fail to do this, the partnership that should exist between the parish and the parents breaks down. The children are then taught two sets of standards, one by the parish and the other by the parents. Not only is this unfair to the children but confusing and abusive to the moral and spiritual development of the child. In no way should a parish be partner to this unfortunate situation, either through the Catholic school or the religious education program.

Therefore, parents who enroll their children in St. John the Evangelist School or Religious Education & Formation Program are required to sign an affidavit stating that they intend to practice the Catholic faith by regularly attending Mass at St. John the Evangelist, with their child, each Sunday and Holyday, participate in the two bi-annual penance services at SJE and that they will live a life in accord with the teachings of the Catholic Church.

Parents who do not sign this affidavit or who fail to fulfill this faith responsibility will be asked to remove their children from the school or religious education & formation program. The parish cannot fulfill its responsibility alone but only in partnership with the parents.

Prayers	Pr.	K	1	2	3	4	5	6	7	8
Sign of the Cross	M	M	M	R	R	R	R	R	R	R
Grace Before Meals		M	M	R	R	R	R	R	R	R
Glory Be	E	M	M	R	R	R	R	R	R	R
Hail Mary	E	M	M	R	R	R	R	R	R	R
Our Father	E	E	M	R	R	R	R	R	R	R
Angel of God	E	E	M	R	R	R	R	R	R	R
Grace After Meals			M	R	R	R	R	R	R	R
Morning Offering			E	E	M	M	R	R	R	R
Act of Contrition				E	M	R	R	R	R	R
Apostles Creed					M	M	R	R	R	R
Act of Faith						M	R	R	R	R
Angelus		E	E	E	E	M	R	R	R	R
Act of Hope						E	M	R	R	R
Memorare							M	R	R	R
Joyful Mysteries							M	R	R	R
Luminous Mysteries							M	R	R	R
Glorious Mysteries							M	R	R	R
Sorrowful Mysteries								M	R	R
Act of Love								M	R	R
Hail Holy Queen		E	E	E	E	E	E	E	E	E
Rosary			E	E	E	E	E	E	E	E

PRAYERS

The Sign of the Cross

In the name of the Father, and of the Son, and of the Holy Spirit. Amen

Hail Mary

Hail Mary, full of grace, the Lord is with thee. Blessed art thou among women, and blessed is the fruit of thy womb, Jesus. Holy Mary, Mother of God, pray for us sinners, now and at the hour of our death. Amen

Our Father

Our Father, Who art in heaven, hallowed be thy name; Thy kingdom come; Thy will be done on earth as it is in heaven. Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. Amen

Grace Before Meals

Bless us, O Lord, and these Thy gifts, which we are about to receive from Thy bounty through Christ Our Lord. Amen

Grace After Meals

We give Thee thanks for all Thy gifts, almighty God. You live and reign forever. Amen

Glory Be

Glory be to the Father, and to the Son, and to the Holy Spirit, as it was in the beginning is now and ever shall be, world without end. Amen

Angel of God

Angel of God, my guardian dear, to whom God's (His) love commits me here. Ever this day be at my side, to light and guard, to rule and guide. Amen

The Morning Offering

O Jesus, through the Immaculate Heart of Mary, I offer You all my prayers, works, joys and sufferings of this day, in union with the Holy Sacrifice of the Mass throughout the world. I offer them for all the intentions of Your Sacred Heart, the salvation of souls, reparation for sin, the reunion of all Christians. I offer them for all the intentions of our bishops and of all the

Apostles of Prayer, and in particular, for those recommended by our Holy Father for this month. Amen

The Apostles Creed

I believe in God, the Father Almighty, Creator of Heaven and earth; and in Jesus Christ, His only Son, Our Lord, who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died and was buried. He descended into Hell; the third day he rose again from the dead. He ascended into Heaven, and is seated at the right hand of God, the Father Almighty. From there He shall come to judge the living and the dead.

I believe in the Holy Spirit, the Holy Catholic Church, the Communion of Saints, the forgiveness of sins, the resurrection of the body, and life everlasting. Amen

Act of Contrition

Oh my God, I am heartily sorry for having offended You. I detest all my sins because of Your just punishments, but most of all because they offend You, my God, who are all good and deserving of all my love. I firmly resolve, with the help of Your grace, to sin no more and to avoid the near occasion of sin again. Amen

Memorare

Remember, O most gracious Virgin Mary, that never was it known, that anyone who fled to thy protection, implored thy help or sought thy intercession was left unaided. Inspired by this confidence, I fly to you, O Virgin of Virgins, my Mother. To thee I come, before thee I stand, sinful and sorrowful. O Mother of the Word Incarnate, despise not my petitions, but in thy mercy hear and answer me. Amen

Act of Faith

O my God, I firmly believe that You are in three divine Persons: Father, Son and Holy Spirit. I believe that your divine Son became man and died for our sins, and that He will come to judge the living and the dead. I believe these and all the truths which the Holy Catholic Church teaches, because You have revealed them, who can neither deceive nor be deceived. Amen

Note: For all prayers (except the Our Father) the pronouns You and Yours may be substituted for Thy and Thee.

Act of Hope

O my God, relying in Your infinite goodness and promises, I hope to obtain pardon of my sins, the help of your grace and life everlasting through the merits of Jesus Christ, my Lord and Redeemer. Amen

Act of Love

O my God, I love You above all things, with my whole heart and soul, because You are all good and worthy of all my love. I love my neighbor as myself for the love of You. I forgive all who have injured me, and I ask the pardon of all whom I have injured. Amen

Angelus

P: The Angel of the Lord declared unto Mary

R: And she conceived of the Holy Spirit.
(Hail Mary)

P: Behold the handmaid of the Lord

R: Be it done unto me according to your word.
(Hail Mary)

P: And the Word was made flesh

R: And dwelt among us. (Hail Mary)

Let us pray: Pour forth we beseech you O Lord Your grace into our hearts. That we to whom the incarnation of Christ Thy Son was made known by the message of an angel may by His passion and cross be brought the glory of His resurrection through the same Christ our Lord. Amen

Hail Holy Queen

Hail, Holy Queen, Mother of mercy, our life, our sweetness and our hope. To thee do we cry, poor banished children of Eve. To thee do we send up our sighs, mourning and weeping in this vale of tears. Turn then, most gracious advocate, thine eyes of mercy toward us, and after this our exile show unto us the blessed fruit of thy womb, Jesus. O clement, O loving O sweet Virgin Mary.

V. Pray for us, O holy Mother of God

R. That we may be made worthy of the promises of Christ.

The Jesus Prayer

Lord, Jesus Christ, Son of the Living God,
have mercy on me a sinner.

The Most Holy Rosary

The Five Joyful Mysteries

(Monday & Saturday)

1. Annunciation
2. Visitation
3. Birth of Jesus
4. Presentation
5. Finding of Jesus in the Temple

The Five Luminous Mysteries

(Thursday)

1. Jesus' Baptism in the Jordan
2. Jesus' Self-manifestation at the Wedding of Cana
3. Jesus' Proclamation of the Kingdom of God
4. The Transfiguration
5. The Institution of the Eucharist

The Five Sorrowful Mysteries

(Tuesday & Friday)

1. Agony in the Garden
2. Scourging at the Pillar
3. Crowning of Thorns
4. Jesus Carries His Cross
5. Crucifixion

The Five Glorious Mysteries

(Wednesday & Sunday)

1. Resurrection
2. Ascension
3. Descent of the Holy Spirit
4. Assumption of the Blessed Virgin Mary
5. Coronation of Mary as Queen of Heaven and Earth

Let us pray: O God, whose only-begotten Son, by his Life, Death and resurrection, has purchased for us the rewards of eternal life; grant, we beseech you, that, meditating upon these mysteries of the Most Holy Rosary of the Blessed Virgin Mary, we may imitate what they contain and obtain what they promise, through the same Christ our Lord. Amen

PRAY THE HAIL HOLY QUEEN TO FINISH THE ROSARY.