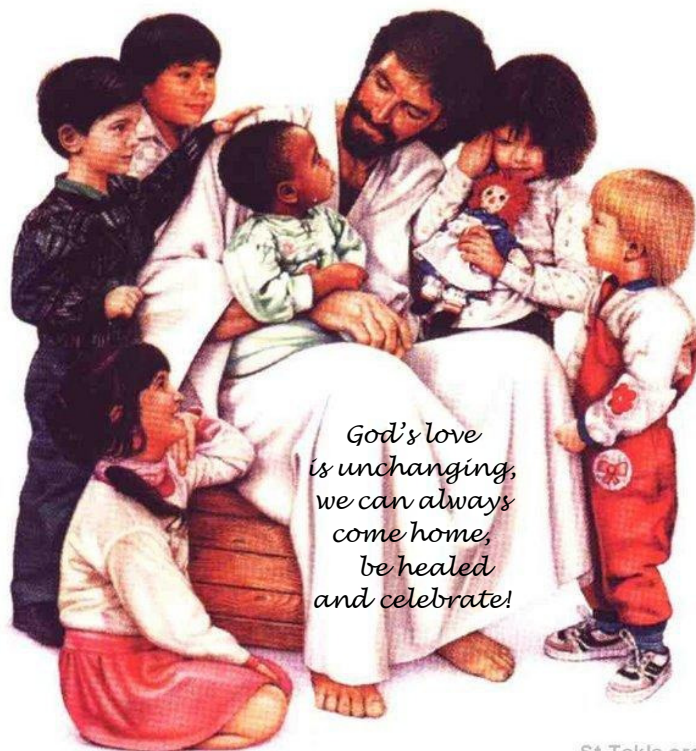


St. Lawrence Continuing Religious Education



St-Takla.org

Parent/Student Handbook 2011-12



St. Lawrence Parish
44633 Utica Road
Utica, Michigan 48317
586-731-5072

Table of Contents

Overview of Continuing Religious Education	Page 3
Children’s Liturgy of the Word (LOTW)	
Continuing Religious Education (CRE)	
RCIA for Children	
Youth Ministry	
Vacation Bible School	
Continuing Religious Education 2011-12	
Catechesis	Page 4
Parental Role	Page 4
Class Times	Page 4
Curriculum	Page 5
Program Highlights	
“On Fire for Life”	Page 6
“Circle of Grace”	Page 6
“God’s Own Making Program”	Page 7
Policies and Procedures	Page 8
Attendance Policy	
Absence Policy	
Tardiness Policy	
Early Dismissal	
Arrival Procedure	
Dismissal Procedure	
Code of Conduct and Discipline Policy	
Policy for Attire, Accessories, Cell Phones, & Electronic devices	
Guest Students	
Non-Custodial Parent	
Snow Days	
Parking Lot Use	
2011-12 Schedule of Classes	Page 16
Sacraments	
Reconciliation.	Page 12
First Eucharist	Page 12
Sacraments for Older Students.	Page 13
Confirmation	Page 14
2011-12 Sacrament Schedule	Page 15
Staff/Contact Information	Page 18

Continuing Religious Education Overview

The St. Lawrence Continuing Religious Education ministry is responsible for the religious education programs for a variety of age groups.

Beginning with the **Children's Liturgy of the Word**, children 4 years old through grade 4 are invited during the 10:00am Mass to listen and explore the readings, at a child's level of understanding. This program is available from September through the end of April. Please watch the Forum for details.

Continuing Religious Education (formerly called religious education or catechism) for students in Kindergarten through 8th grade is offered two evenings each week (Mondays and Tuesdays) throughout the school year. An age appropriate curriculum provides formal religious education for each grade, and sacrament preparation during the second and eighth grades. Two consecutive years of formal religious education are required for the preparation of each sacrament. Registration begins each spring (April) for the following school year.

Students of any age having not yet received the Sacraments of Baptism, Reconciliation and First Communion are invited to attend **RCIA for children**. This program will prepare a student for the Sacraments of Initiation, which are usually celebrated at the Easter Vigil. This program begins in September, and concludes on Easter.

Our **Youth Ministry** program includes "**Heavenly Helpers**", and welcomes students in grades 7 & 8 to Friday evening gatherings to share faith and prayer through fun activities and service projects. "**Servants of God**" youth meetings are open to all high school students and their friends. Meetings are in the Youth Ministry room from 7:00pm - 9:00pm on most Sunday evenings.

Each summer, usually in July, St. Lawrence Parish provides a week of **Vacation Bible School** for students who are entering Kindergarten through grade 5 the following fall. Some volunteer opportunities are also available for older students.

Continuing Religious Education 2011-12

Catechesis: Catechesis is an official ministry of the Catholic Church, which centers on sharing the Gospel message, presenting Christian values and principles, building community and leading people into service and prayer.

Parental Role: In his “Letter to Families”, His Holiness Pope John Paul II affirmed that parents are the “first and most important educators of their own children.” CRE classes support your mission and rely on your “constant and active” participation in your child’s religious education. As role models and primary faith educators, parents are encouraged to:

- Worship together as a family, including regular attendance at weekend Masses.
- Attend meetings and Sacrament gatherings.
- Oversee home assignments.
- Review semester Progress Reports.
- Participate in parish community life

Class Times:

Monday 5:00 - 6:15pm	K - 6
Monday 6:45 - 8:00pm	1 - 8
Tuesday 5:00 - 6:15pm	K - 6
Tuesday 6:45 - 8:00pm	K - 6 and Special Needs Classes



Continuing Religious Education 2011-12

Curriculum:

Textbooks will be distributed during the first week of class and are required for every class. Discuss with your children the importance of being prepared to learn and the necessity of bringing texts each week to class. Lost books can be replaced at an additional charge.

Please note: 7th and 8th grade students will not regularly bring their books home.

Be sure to review the family “Take Home” pages for each lesson in your child’s religion book.

<u>Grade</u>	<u>Text</u>	<u>Publisher</u>
Grades K through 8	Blest are We: Faith & Word Edition	RCL Benziger
First Reconciliation	Call to Celebrate Reconciliation	Our Sunday Visitor
First Eucharist	Call to Celebrate Eucharist	Our Sunday Visitor
Confirmation	Confirmation	RCL Benziger
	FAQ’s About Confirmation	Pflaum
Older Reconciliation	Reconciliation: Pardon & Peace”	RCL Benziger
Older Eucharist	Eucharist: We Give Thanks & Praise	RCL Benziger
RCIA for Children	Our Catholic Faith	Sadlier
God’s Own Making	<i>Student:</i> God’s Own Making:	Sadlier
	Catholic Values of Human Sexuality	
	<i>Parent:</i> Between You and Your Child: Catholic Values of Human Sexuality for Your Family	

Resources for all Grades:

Gospel Weeklies by Pflaum

Promise:	Grades K & 1
Good News:	Grades 2 & 3
Venture:	Grades 4, 5, & 6
Visions:	Grades 7 & 8

What the Church Believes and Teaches by Pflaum

What’s New About the Mass? by Liturgy Training Publications

Continuing Religious Education Program Highlights



On Fire for Life is a whole family catechesis program for the entire parish. The program includes a shared meal, prayer, enrichment and reflection. These events are intended for family members from kindergarten age and older, and they require the attendance of at least one parent. High school teens are encouraged to attend the Sunday evening session as a complement to Youth Group.

This school year's **On Fire for Life** events are scheduled for November 6/7/8, 2011 and March 18/19/20, 2012. Families register for the session of their choice in November, and again in March. Attendance at both On Fire for Life programs replaces regular class time for CRE families, therefore attendance is a requirement. Registration forms will be available several weeks prior to each session.



The **Circle of Grace** program is a Safe Environment lesson for children in Grades K through 8. The goal of the program is to educate and empower students to actively participate in a safe environment for themselves and others and to understand and respect their own dignity and that of others.

A twenty-minute lesson is integrated into the regular CRE class for all children on November 21/22. One lesson is included in the religious education curriculum each year for all grades.



Continuing Religious Education Program Highlights (continued)

The **God's Own Making: Catholic Values of Human Sexuality** program is a three session program offered to students in grades 6, 7, and 8. The purpose of the program is to focus on the moral and religious dimensions of human sexuality. The program respects the roles of parents and focuses strongly on the Catholic values that help to form the gift of our human sexuality. The program helps students to appreciate their gift of human sexuality, cherish the relationships in their lives, treat themselves and others with respect, and understand the Church's teaching regarding Catholic values of human sexuality.

Forms for parent/guardian permission, required for student participation, will be mailed in November. The program begins the last week in January (see CRE calendar on page 16/17).

There is a parent meeting for parents of 6th grade students to preview the human sexuality video that is shown to the sixth grade. Any questions can be answered at that time.

Parent Meeting (parents only of 6th grade students) is scheduled for **Thursday, January 19, 2012 from 7:00—8:30pm in the Social Hall.**

Grade 6 Video Session (for all Grade 6 students) is scheduled for **Tuesday, February 7, 2012 from 6:30—8:30pm.** Boys attend in the Science Room, and Girls attend in the Youth Room.



Continuing Religious Education Policies and Procedures

We hope you will discuss and share the following rules and policies with your children. Since the religious education of our students is so important, the following rules help us attain a smooth-running and effective program.

Attendance Policy: Consistent attendance is important for students to gain an understanding of their faith formation lessons. This is especially true prior to the reception of a Sacrament. For each sacrament, students need two consecutive years of good attendance in order to receive First Eucharist, Reconciliation and Confirmation. After an absence, be sure to follow up with your child's catechist. Missed lessons must be completed at home. If a student is absent for more than one-third of the classes, credit will not be given for that year. Our policy is to contact the family after the student has missed three (3) or more classes.

Absence Policy: Please notify the office (586-731-5072) if your student will be absent. Please state the reason for the absence, and the student's grade and teacher.

Tardiness Policy: A student is tardy if he/she arrives after the bell rings, at which time all doors to the school building are locked. Late students must enter via the "C" Parish/CRE Office door. The student will be admitted into the classroom after he/she receives a pass from the CRE office.

Early Dismissal: If the office has been previously notified in writing, a student may be dismissed early from class. Please come to the office for the Early Dismissal form, and to pick up your student at the early dismissal time. Children will not be allowed to leave the building during class without a parental escort.

Arrival Procedure: Students may enter the building through three doors:

- 1) the Utica Road entrance - "U" doors
- 2) the CRE/Parish Office entrance - "C" doors
- 3) the Gym lobby entrance - Msgr. Dekeyser /"F" doors

When students arrive for class, they should report directly to their classrooms. However, students may not enter the classroom until the catechist is present. Students will stand outside the room, under the supervision of the Hall Monitors, in an orderly and quiet manner until the Catechist arrives. We ask that no running or loud talking occur in the halls.

Continuing Religious Education Policies and Procedures (continued)

Dismissal Procedure: Parents may enter the same three doors to pick up students as follows:

- Kindergarten children are picked up at their classrooms 5 to 10 minutes before dismissal time.
- Children in grades 1 - 3 must have an adult enter the building and wait in the Gym Lobby to pick them up.
- Children in grades 4 - 8 will be dismissed from class through the Utica Road or the Parish/CRE Office doors to meet their parents/guardians.

Students are not to wait outside the building before or after class.

Code of Conduct:

All participants in the St. Lawrence CRE program will conduct themselves in a manner that promotes and models Christian living and Catholic morality. Our classroom environment is one that is caring, nurturing, orderly, safe, respectful, and conducive to learning, reflection, and prayer. Furthermore, all participants in the CRE program will:

1. Help create, promote, and model an atmosphere that is free from bullying, harassment, and intimidation. Treat others the way you want to be treated.
2. Demonstrate and model honesty and trustworthiness.
3. Demonstrate and model respect, good manners, courtesy and consideration for the feelings of others.
4. Demonstrate and model responsibility, self-control and self-discipline.
5. Demonstrate and model fairness and following the rules.
6. Demonstrate and model compassion, kindness and forgiveness.
7. Demonstrate and model good citizenship and respect authority.

Continuing Religious Education Policies and Procedures (continued)

Code of Conduct (continued):

We, like Jesus, must be open to reconciliation when students do not abide by the rules. Forgiveness, however, does not eliminate the need for consequences. When a student's behavior choice disrupts the classroom environment, the following disciplinary policy is implemented.

Discipline Policy:

1. On the first offense, the catechist will speak to the student on the day the offense occurs and suggest ways for improvement.
2. On the second offense, the student will be sent to the office and the situation will be handled at the discretion of the Director.
3. On the third offense, the Director or her representative will contact the student's parent or guardian.
4. Additional offenses may result in removing the student from the program.

Anti-Bullying Statement:

Violence is any mean look, gesture, action, or word that hurts a person's body, feelings, friendship, reputation, or property. Bullying is a form of violence that is repeated, intentional, and involves an imbalance of power between the people involved. Bullying can take the form of a look, gesture, word or action. Bullying in any form will not be tolerated and disciplinary action will be taken.

Policy for attire, accessories, cell phones/electronics: Hats, headphones, cell phones, handheld games, etc., are not permitted during any Continuous Religious Education classes or activities. Students will refrain from wearing jackets or coats in class, unless otherwise directed by the Catechist. Food, drinks, candy or gum are not allowed in class, unless approved by the catechist.

Continuing Religious Education Policies and Procedures (cont.)

Guest Students: We cannot accommodate guest students. Please do not bring friends, neighbors or relatives to CRE classes.

Non-Custodial Parents: To assure the safety of children and parental peace of mind, please alert the Continuing Religious Education Office and the student's catechist concerning any individual to whom the student should *not* be released.

Snow Days: If the Utica Community Schools are closed, then we will be closed. If the weather is not severe until later in the day, then we will make every effort to have the catechists contact families by phone, and have the closing announced on WJR radio. Emergency closings will also be posted on our webpage:

www.stlawrenceparish.com/religiouseduc.html

Parking Lot: When picking up students at dismissal time, **please park in the designated parking areas only. Please do not block driveways or double park. Doing so is in direct violation of the Fire Code.** There are often other parish meetings in the building, so access to the parking lot and driveways must be maintained at all times. If you park within the marked parking spaces, it is much less congested and much safer for the students.



Continuing Religious Education Sacrament Programs



First Reconciliation (Grade 2): Preparation for First Reconciliation during 2nd grade is for students who have been baptized and have completed the first year of Continuous Religious Education. Classroom study of the Commandments, the concepts of sin, and the need for forgiveness and repentance are reviewed and reinforced at home. Parents with students in grade 2 will attend a Parent Meeting and are involved in preparing their children at home for the Sacrament.

The Parent Meeting is scheduled for Thursday October 6th, 2011 from 7:00—8:30pm in the Social Hall. At least one parent is required to attend. Parent packets and sacrament texts are distributed.

First Reconciliation is scheduled for Saturday, December 10, 2011 at 11:30am.



First Eucharist (Grade 2): Preparation for First Eucharist during 2nd grade is for students who have been baptized and have completed the first year of Continuous Religious Education. Students will learn about God's great gift to us—His Son, Jesus, and how Jesus is present to us in Holy Communion. Parents will attend a Parent Meeting and are involved in preparing their children at home for the Sacrament.

The Parent Meetings are scheduled for

Tuesday, January 10th, 2012 from 7:00– 8:30pm in the Social Hall

-or- (choose one)

Thursday January 12th, 2012 from 7:00—8:30pm in the Social Hall.

At least one parent is required to attend. Parent packets and sacrament texts will distributed.

First Eucharist is scheduled for Saturday, May 5th at

9:00am, 11:30am, and 2:00pm.

(A-G) (H-P) (Q-Z)

Rehearsals (for parents and children) are scheduled for:

Wednesday, May 2nd, 2012 6:00—7:00pm (9:00am Mass)

Thursday, May 3rd, 2012 6:00—7:00pm (11:30AM Mass)

Thursday, May 3rd, 2012 7:30—8:30pm (2:00PM Mass)

Continuing Religious Education Sacrament Programs (continued)

First Reconciliation /Eucharist Program for Older Students:

Sacrament classes are available for baptized students in Grades 3 and up who have completed at least one year of formal religious education prior to the current year of preparation. Students attend the sacramental preparation classes in addition to their regularly scheduled grade-level classes.

First Reconciliation for Older Students:

Preparation begins with the **Reconciliation Parent Meeting on October 6, 2011 at 7:00pm in the Social Hall**. Parents will receive materials to guide their children through lessons on the Commandments, sin, forgiveness, repentance, and reconciliation. Older children preparing for Reconciliation will meet for their **formal lesson during Advent on Saturday, November 12, 2011 at noon** in the CRE Library. After their lesson, students may celebrate their First Reconciliation at a Parish Reconciliation service (Saturdays @ 3:30pm or an Advent Reconciliation Service).

First Eucharist for Older Students:

Preparation begins with the **Eucharist Parent Meeting on (chose one) January 10 or January 12, 2012 at 7:00pm in the Social Hall**. Parents will receive materials to guide their children through lessons on the Mass, Sacraments of Initiation, and the Last Supper. Older children preparing for their First Eucharist will meet during the second semester (January – April) for at least eight **formal lessons on Mondays @ 6:30pm**. After their lessons, students will celebrate their First Eucharist at **Sunday Mass, April 29, 2012 at 10:00am**.

A copy of the student's Baptismal Certificate is required prior to receiving a sacrament. Please submit a copy to the CRE office as soon as possible, if you have not already done so.

Continuing Religious Education Sacrament Programs (continued)



Confirmation Grade 8: This preparation is open to 8th grade students who have completed the 7th grade Continuous Religious Education program.

The program begins with the **Confirmation Dedication, scheduled for Monday, October 24, 2011 at 6:45pm in church.** The student, parents and sponsor (if possible) should attend. Preparation continues throughout the school year and the sacrament will be celebrated in the Fall of 2012.

A spring evening of prayer, reflection and service will be held **Thursday, April 26th, 2012 at 7:00pm in the church.**

Confirmation Grade 9: Candidates who have successfully completed all requirements will attend a retreat in October. Letters will be mailed in late summer with retreat information and permission forms. As soon as the Bishop's office schedules our Confirmation Masses, candidates will be notified by mail of their assigned Mass and Rehearsal time.

Please note: Each individual student matures at his or her own rate. If you feel your student is not ready for sacramental preparation at this time, please contact the CRE office so that other arrangements can be discussed.

A copy of the student's Baptismal Certificate is required prior to receiving a sacrament. Please submit a copy to the CRE office as soon as possible, if you have not already done so.

Continuing Religious Education Sacrament Programs (continued)

2011-12 Sacrament Schedule

<u>DATE</u>	<u>DESCRIPTION</u>
October 6	First Reconciliation Parent Meeting 7:00—8:30pm Social Hall
October 8	Confirmation retreat - Grade 9 at 10:45am A - L
October 9	Confirmation retreat - Grade 9 at 10:45am M - Z
October 24	Confirmation Dedication - Grade 8 in church at 7:00pm
November 10	Confirmation Rehearsal - Grade 9 in church at 7:00pm
November 12	Reconciliation Lesson for older students - 12:00pm in Library
November 16	Confirmation - Grade 9 - 7:00pm in church A - L
November 17	Confirmation - Grade 9 - 7:00pm in church M - Z
December 10	First Reconciliation (Grade 2) - 11:30am in church
January 10	First Eucharist Parent Meeting 7:00—8:30pm in Social Hall
January 12	First Eucharist Parent Meeting 7:00—8:30pm in Social Hall
January 21/22	Enrollment for First Eucharist—all weekend Masses
April 29	First Eucharist for Older Students 10:00am Mass
May 2	First Eucharist Rehearsal 6:00-7:00pm (9:00am Mass)
May 3	First Eucharist Rehearsal 6:00-7:00pm (11:30am Mass)
May 3	First Eucharist Rehearsal 7:30-8:30pm (2:00pm Mass)
May 5	First Eucharist Masses—9:00am, 11:30am, 2:00pm (A-G) (H-P) (Q-Z)

Dates subject to change.

Please read all parent notes for updates to calendar.

Or check our website at

www.stlawrenceparish.com/religiouseduc.html

Continuing Religious Education 2011-12

Schedule of Classes

<u>DATE</u>	<u>DESCRIPTION and SPECIAL EVENTS</u>
September 26/27	Class #1
October 3/4	Class #2 and Parent Orientation
October 10/11	Class #3
October 17/18	Class #4
October 24/25	Class #5 8th Grade Confirmation Dedication (Monday)
Oct 31—Monday	NO CLASSES -Halloween
Nov 1—Tuesday	NO CLASSES —Please attend All Saints Day Mass at 7pm
November 7/8	“On Fire for Life” Family Night = Class #6
November 14/15	Class #7
November 21/22	Class #8—Circle of Grace during class
November 28/29	Class #9 and Reconciliation for Grades 7 & 8
December 5/6	Class #10
December 12/13	Class #11 and Reconciliation for Grades 3 through 6
December 19/20	Class #12
December 26/27	NO CLASSES —CHRISTMAS BREAK
January 2/3	NO CLASSES - CHRISTMAS BREAK

Schedule continued on next page.

Dates subject to change.

Please read all parent notes for updates to calendar.

Or check our website at

www.stlawrenceparish.com/religiouseduc.html

Continuing Religious Education 2011-12

Schedule of Classes (continued)

<u>DATE</u>	<u>DESCRIPTION and SPECIAL EVENTS</u>
January 9/10	Class #13—Monday: Jr. High Vocations Presentation
January 16/17	NO CLASSES —ML KING DAY
January 19	God's Own Making Parent Meeting (Grade 6 parents only) 7:00-8:00pm Social Hall
January 23/24	Class #14
January 30/31	Class #15; God's Own Making Program: Session 1, Gr. 6, 7, 8
February 6/7	Class #16; God's Own Making Program: Session 2, Gr. 7, 8
February 7	God's Own Making Video Presentation— all 6th grade students 6:30—8:30pm
February 13/14	Class #17 God's Own Making Program: Session 3, Gr. 7, 8; Session 2 Gr. 6
February 20/21	NO CLASSES —WINTER BREAK
February 27/28	Class #18 God's Own Making Program: Session 3, Gr. 6
March 5/6	Class #19 Reconciliation Gr. 7, 8
March 12/13	Class #20 (Monday students—Reconciliation Gr. 2 through 6)
March 19/20	"On Fire for Life" Family Night = Class #21
March 26/27	Class #22 (Tuesday students—Reconciliation Gr. 2 through 6)
April 2/3	NO CLASSES —SPRING BREAK
April 9/10	NO CLASSES —EASTER MONDAY/TUESDAY
April 16/17	Class #23
April 23/24	Class #24
April 30/May 1	Class #25 Last session

Continuing Religious Education Staff

CRE Phone: 586-731-5072

Fax: 586-731-5393

Email: cre@stlawrenceparish.com

CRE website: www.stlawrenceparish.com/religiouseduc.html

St. Lawrence website: www.stlawrenceparish.com

St. Lawrence Parish Office: 586-731-5347

St. Lawrence School Office: 586-731-0135

Director of CRE: Lisa Rajnicek, M.Ed.
731-5072 ext. 245
lrajnicek@stlawrenceparish.com

Director of Youth Ministry: Denise Ficorelli
731-5072 ext. 244
dficorelli@stlawrenceparish.com

Grade Level Chairpersons:

Kindergarten - Diane Scheuerman
Grade 1 - Kathy Rimmel
Grade 2 - Pam Stephenson
Grade 3 - Mary Chaudhuri
Grade 4 - Lynn Rogers
Grade 5 - Ann Polakowski
Grade 6 - Frank Cucchiara
Grade 7 - Marina LaRocca
Grade 8 - Theresa Brestovansky

Office Staff:

Josephine (Jo) Davis	ext. 243	Secretary & Bookkeeper
Terese Pauken	ext. 242	Administrative Assistant
Annie Verduin	ext. 243	Secretary & Librarian



St. Lawrence Parish Mission Statement

St. Lawrence Catholic Community believes we are called by our Baptism to gather as a worshipping and prayerful people. As responsible disciples, we are called to be faithful stewards of our time, talents, and treasures. We value and foster Catholic education and evangelization. With open hearts and hands, we reach out to our brothers and sisters, who are in need, as together we strive to act justly, love tenderly and walk humbly with our God.

Front cover artwork courtesy of St-Takla.org

