

# ST. JOSEPH RELIGIOUS EDUCATION MISSION STATEMENT

We, the catechists of St. Joseph Parish, strive through our presence and actions to help guide our students as they encounter Jesus on their faith journey. We encourage growth of the Catholic Faith through teaching Catholic doctrine and tradition, prayer, faith in action and personal witness to enable the students to share Jesus' message of love with others.

## EXPECTATIONS OF PARENTS

1. To encourage faithful participation at Mass and the Sacraments.
2. To take a weekly interest in the children's home activity material and discuss with them the lesson of the week and help with activities which are assigned.
3. To pray the prayers children are learning/reviewing.
4. To insure you child's regular and punctual attendance. Contact your Childs catechist or the office when your child is absent for any reason.
5. To become involved in your Childs learning and participate in any parent/student sessions

## EXPECTATIONS OF STUDENTS

1. To respect their classmates and their catechists.
2. To arrive on time for class, cooperate with class activities and assignments.
3. To practice the 4R's(refer to the discipline sections of this handbook)
4. Bring any needed materials or assignments to class.

## RELIGIOUS EDUCATION POLICY

### REGISTRATION

Before any student can be registered in the Religious Education Program, the family should be registered in the parish. Tuition should be paid or arrangements made with the Director of Religious Education. To enroll your child in the program, a registration form needs to be filled out and returned to the Religious Education Office. Registration forms are mailed the first weekend in March to prepare for the coming year. Weekly notices will be placed in the bulletin of upcoming registration. Registration should be returned to the Religious Ed. Director via mail, the collection basket, or in person. Early spring registration enables us to order sufficient materials and recruit catechists for fall. A calendar will be sent to you in an August mailing. Our calendar can also be found on [www.stjosephprescott.com](http://www.stjosephprescott.com) and link to Religious Education. No student will be refused participation because of inability to pay, please contact the office at 715-262-3514 or email [carolmercord@stjosephprescott.com](mailto:carolmercord@stjosephprescott.com).

### TUITION

4 & 5 YEAR OLD SUNDAY PRESCHOOL..... \$ 35.00  
GRADES 1-12..... \$ 90.00 PER CHILD

Confirmation students will have miscellaneous expense with gowns and retreats and will be billed at the time of the event. Full tuition is requested at the time of registration, or a minimum \$ 25 deposit. VOLUNTEER SERVICES CAN BE ENLISTED TO PAY FOR TUITION). If you teach or help tuition is waived. Contact the director is you want to enlist this option.

## DIRECTOR AND VOLUNTEERS

St. Joseph Religious Education Department is organized by our Religious Education Director. Our Program is based on teacher/ helper and parent volunteers with guidance from the Director.

### TELEPHONE NUMBERS

#### DIRECTOR OF RELIGIOUS EDUCATION:

Mrs. Carol Mercord Office.....262-3514  
Home..... 262-5017  
E mail.... [carolmercord@stjosephprescott.com](mailto:carolmercord@stjosephprescott.com)  
Web site: [stjosephprescott.com](http://stjosephprescott.com) then click Rel. Ed.

Continuous attendance in the program is essential. Failure to show and to communicate absences many result in dismissal from the program.

#### SNOW POLICY

When inclement weather prevents holding regularly scheduled classes, announcement will be made at the public schools that classes are cancelled. In the event that public school classes are dismissed due to bad weather, Religious Education Classes will follow the public school directives.

#### POLICY FOR CHILD SAFETY

Parents, please help us insure your child's safety arriving and departing school. Students in grades 1-6 arrive at school at 3:00pm approximately, help is needed to watch them on the playground until 3:25p. Students need to be picked up at 4:40p sharp unless other arrangements are made. **STUDENTS IN GRADES 1 & 2 MUST BE PICKED UP IN THEIR CLASSROOM BY THEIR PARENTS.** Other children are to wait in the entrance of school for pickup unless they have parents permission to walk home. Students in grades 7-12 come on Wed. evening and asked not to arrive before 6:15pm. WE have hall monitors (you can volunteer) and gym monitors to watch the students at this time until class begins.

#### TRANSPORTATION

The only transportation to St. Joseph for Religious Education is for Malone Elementary School Students. They are bused to St. Joseph at 3pm on Religious Ed. days. It is the parent's responsibility to pick them up at the close of the session at 4:40 pm.

#### STUDENT SUPPLIES

The student's tuition fee helps to cover the cost of all classroom supplies and texts. Elementary students are given a folder as well as a textbook, which is used in class, has tear out lessons to take home, and is theirs at the end of the year. They are responsible for taking home and returning assignments. All other supplies; paper, pencils, crayons, scissors, etc., will be provided. Any student losing their textbook will be provided with another at the cost of another book. Tuition does not cover all supply needs and the balance is subsidized by the Parish.

## **ARRIVAL AND DEPARTURE**

As described in Transportation, students are to be picked up in the front of the building following both afternoon and evening classes. Please exercise safety as the area becomes very congested when everyone is coming at the same time.

**TARDINESS** creates disruption for the rest of the class. Please have **STUDENTS ARRIVE ON TIME, AT LEAST 5 MN. PRIOR TO CLASS.** If a student is tardy, he or she must report to the office before going to the classroom. Please be prompt in picking up your children. Be sure younger children have clear directions as to pick up and emergencies. Instruct small children to come to the office if they cannot find their parent or ride and they will be given assistance. Warn children not under any circumstances to walk home if that is your desire.

**CLASS TIMES ARE LISTED HERE, ON YOUR CALENDAR & THE WEBB SITE.**

**GRADES PRESCHOOL: DURING 10 AM MASS ON SUNDAYS, OCT. TO APRIL**  
**GRADES 1-6- MEET WEDNESDAYS, 3:30P-4: 40P, SEPT. TO APRIL**  
**GRADES 7-10- MEET WEDNESDAYS 6; 45P – 8:00P, SEPT. TO APRIL**  
**GRADES 11-12 – MEET 1<sup>ST</sup> & 3<sup>RD</sup> WED. OF MONTH, OCT. TO APRIL**  
**YOUTH MINISTRY FORMAT (6:30p-8p)**

## **SERVICE**

Students and parents are to be mindful of being of service to others, the parish community, as well as the community they live in. Grades 7-10 are asked to do at least 6 service hours each year as part of their faith sharing. Students not getting 6 hours of service will not be promoted to the next grade, as this is a vital part of their faith growth. Parents are encouraged to be an example to them by being involved in the many parish ministries or organizations. Your interest shows you hold your faith important in your life and you want it to be important in their life as well. **STUDENTS IN CONFIRMATION ARE TO GET 6 HOURS OF MINISTRY SERVICE AS WELL AS AT LEAST 4-6 HOURS OF PARISH SERVICE TO FALL FESTIVAL WITH TOTAL FAMILY INVOLVEMENT ON THEIR PART.**

## **DISCIPLINE (One rule, follow the rules)**

The Religious Education program works with the support of volunteers, students, parents, and the 4 R's.

- **RELATIONSHIPS-** Building new friendships, interaction in class, appreciating differences in each other, resolving conflict in with teachers, parents, peers, and family.
- **REVERENCE-** Focusing on prayer both formal prayer and the liturgy of the Mass, giving ones self a chance to open our hearts and minds to develop a relationship with Jesus.
- **RESPECT-** For ourselves & for classmates, being quiet and listening to one-another. Respect for teachers, guests, priests, religious, for parents and for family members.
- **RESPONSIBILITY-** Taking care of the facilities we are using, respect for other peoples property, taking care of ourselves (body, mind & soul), working to be future leaders, to give ourselves for projects and join in class discussion.

**If a child poses a consistent discipline problem in the classroom, the child will be sent to the office and parents will be notified. Secondly, the catechist, student, and director will meet and discuss a solution. Thirdly, parents will be asked to come and work out options for the student (parents may even be asked to sit in on the class) If all else fails, parents will be asked to teach the child at home and turn**

homework in weekly. A student may re-enter the program when the parents have resolved the situation.

## **LOST AND FOUND**

Items left behind by students will be put in the lost and found locker at school. At the end of the year unclaimed items will be donated to the needy.

## **DRESS CODE**

Dress for students must be appropriate for a school model religious education program. No hats should be worn in the building or during class. Shoes and shirts should be worn and shirts should not have inappropriate verses on them.

## **FIELD TRIPS**

**PARENTS WILL BE NOTIFIED** when a fieldtrip is planned. Diocesan parent consent forms and volunteer forms need to be filled out for all activities per our legal department for all activities away from the school.

## **PRAYER AND THE LITURGY OF THE MASS**

**PRAYER IS CENTRAL TO OUR GROWTH AND DEVELOPMENT AS CHRISTIANS.** As an important part of Christian family living, prayer should be encouraged and practiced at home.. Formal and informal prayer will be taught in the classroom, but will need to become part of the child's life at home. Parents have a responsibility to help students memorize formal prayers. A list of required prayers will be made available to each student and family. Students and families are asked to take an active part in the liturgy and volunteer for different liturgical ministries such as acolytes (mass servers), lectors, ushers, greeters, choir members, gift bearers, Eucharistic Ministers.....

## **SACRAMENTAL PROGRAMS**

### **FIRST EUCHARIST AND FIRST RECONCILIATION**

The sacraments of First Reconciliation and First Eucharist are normally celebrated in the 2<sup>nd</sup> grade. In order for your child to enter these programs he/she must

- Have attended religious education classes or RCIA for 1<sup>st</sup> grade
- Be attending classes regularly during the year of preparation
- With the help of the parents, complete any sacramental preparation with home study books, memorize prayers, attend Mass.... To learn who is this God who loves them
- Parents will need to attend sacramental preparation sessions
- Supply a copy of their Baptismal certificate if not at St. Joseph

## **CONFIRMATION**

The sacrament of Confirmation is celebrated in the 10<sup>th</sup> grade. Following are only some of the requirements for Confirmation preparation:

- Be enrolled the Religion Education Program
- Attend scheduled classes & retreats (parents are part of this preparation)
- Complete service hours (6 in each grade, each year, starting at grade 7) and complete special service hour projects in grade 10 including 4-6 hours for the Fall Festival and active ministry for the whole family (usher, greeter, gift bearer, lector etc.) at least 6 times during the year.
- Select a sponsor (a confirmed practicing Catholic)
- Bring in a copy of their Baptismal record if not at St. Joseph
- Be honest and mature enough to state he/she wants to be Confirmed in the Catholic Faith
- Regular and Punctual attendance in classes and **COMPLETION OF COURSE WORK**. Students and families will be given more information at the end of 9<sup>th</sup> grade to prepare for the coming year of preparation in 10<sup>th</sup> grade. Confirmation now will be in the Fall for 11<sup>th</sup> graders.

## **RELIGIOUS EDUCATION CURRICULUM- Grades K-12**

Preschool classes use a series called “Stories of God’s Love” and meet during 10am Mass from Oct. thru Palm Sunday.....  
The grades 1 through 8 use the “Be My Disciples” from RCLBenziger. Grade 7 is specific to’ Jesus and the New Testament and Morality, Life in Christ’. Grade 8 is specific to ‘ Church and Sacraments and the Mystery of God’. Grade 9 uses a Lectionary based series that arrives online called Spirit, and a video series that deals with real life issues in morality and living as a Catholic Christian in today’s world. Confirmation uses both an educational and service component using a new “One 8”. This is modeled after RCIA(prayer, baptism, evangelization, the Incarnation) Grades 11 and 12 have a youth ministry based program “LAFF” meets every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday. LAFF is service centered into the community.

**REMEMBER, PARENTS ARE AT ALL TIMES THE PRIMARY TEACHER AND DISCIPLINARIAN OF THEIR CHILDREN. THE STAFF AND VOLUNTEERS ARE A SUPPORT STAFF HERE TO ASSIST PARENTS IN THE AWESOME JOB OF PARENTING. WE emphasis respect & responsibility, commitment & discipline plus prayer and the nurturing of self-esteem. Call 262-3514 with questions.**