

*The Word of God
in the Life and
Mission of the
Church*

Sacred Heart Parish
Monticello, Iowa
Parent Handbook

Goals: Our parish religious formation program calls people to:

1. Be people of prayer; personal, communal, and liturgical.
2. Be informed Catholics, grow in knowledge of faith.
3. Summon people to continually listen to God's call for conversion.
4. Challenge people to be people who can witness their faith through service.
5. Introduce people to the faith community that they help to shape, through participation.
6. Participate in liturgical celebrations and prayer.

Attendance:

Students in our program are expected to be in class each week that it is scheduled.

If your child needs to be absent from class, please contact the religious education office @ (319) 465-4605 as soon as you know this will occur.

Note: Students who miss more than three classes in a year may need to make up the year. We only have 23 classes!

Cancelations:

If Monticello schools are canceled on Wednesday, there will be no religious education classes.

PLEASE CHECK FACEBOOK OR WEBSITE:

If the weather seems threatening watch KCRG TV or KWWL TV or go on their web sites. I will put a sign on the door if classes are canceled so be sure to check door before leaving your child/ren. This is only if there is inclement weather.

If travel seems inadvisable to you even if classes are in session, please do not risk your lives.

Curriculum:

The materials we use in our religious education programs are approved for use in the Archdiocese of Dubuque.

Feel free to contact our office any time you would like to review our materials.

We have purchased a new series: ALIVE IN CHRIST

The unique catechetical process in Alive in Christ intentionally mirrors the Divine Pedagogy---forming Catholic identity and leading children and families to understand and live a life of discipleship through a methodology that distinctively respects the developmental level of the learners.

**Grade One through Six: Our Sunday Visitor
Alive in Christ**

**Grade Seven: Our Sunday Visitor
Alive in Christ**

**Grade Eight: Our Sunday Visitor
Alive in Christ**

**Grade Nine: Harcourt Press
Morality: A Response to God's Love**

**Grade Ten: The Spirit Sets Us Free / Student book
The New Catholic Answer Bible**

Guidelines for Sacramental Preparation

Eucharist and Reconciliation

Children in second grade may celebrate the sacraments of Reconciliation and Eucharist for the first time.

It is expected that students will participate in the religious education program or Catholic school classes in grade one and two to be a candidate for reception of First Eucharist and Reconciliation

Students moving from another parish need to present a letter stating involvement in classes in the previous parish.

Confirmation

Students may ask to be confirmed in our archdiocese when they reach the age of 15.

Students who choose to be confirmed at Sacred Heart Parish are expected to be part of the religious education program or Catholic school from grade one through grade ten. If a student moves from another parish, she/he needs to have a letter from that parish stating his/her involvement in religious formation classes.

Students are expected to:

- *be involved in service project
- *take part in a retreat
- *Be part of the Confirmation classes
- * Meet with their Confirmation sponsors

Class times: Grades (1 - 9) 6:00 - 7:00 p.m.

Home Schooling:

If the family chooses to home school their children, they must submit a written request to the Parish Board of Education stating their reasons for the request.

If a family is granted permission, the following requirements need to be met:

1. Families are expected to take part in large group activities.
2. Families are expected to pay the same fees and tuition as those in religious education classes.
3. Families are expected to complete and turn in the materials quarterly and meet with the CRE.

Children in sacramental years must be in religious education classes.

Assigned Home Schooling

According to the discipline policy, if students are dismissed a second time from the classroom, they will be assigned to home schooling. The requirements above will be followed.

Tuition and Book Fees

Families need to be registered in the religious education program for the children to attend classes.

The tuition portion of the religious education classes helps defray the cost of catechist stipends, CRE salary, electricity, heat, and water, janitorial service, supplies for classrooms, inservices and other materials used in the operation of our program.

Remember the religious education program is subsidized by the parish. We need everyone to pay their tuition.

Note:

If paying the tuition is a hardship for your family, this parish has some scholarship money available.

To qualify for scholarship:

- 1. You must make a written application for tuition assistance. Forms are available in the religious education office.**
- 2. You must meet with Father Baldwin and bring Current Income Tax Papers. All queries will be treated confidentially.**
- 3. You must make an honest attempt to pay at least part of the tuition.**
- 4. You must pay the materials fee.**

******Policy developed by the Sacred Heart Parish******

Tuition from previous years must be paid, or a payment plan must be set up, before families will be allowed to register for religious education classes the next year.

Field Trips**

If a field trip is planned, parental permission forms are to be signed and returned prior to departure. *I have permission forms available.*

Any student without a signed permission form will not be allowed on the field trip. Adult chaperones and drivers are needed.

Helping Victims of Sexual Abuse

The Archdiocese of Dubuque has established a program of pastoral assistance to people who believe they or those in their care have been sexually abused as minors by clergy or other Church personnel. This assistance will include help in informing civil and Church authorities. Victim Assistance coordinators are trained to facilitate access to appropriate professional mental health services, social service agencies and support groups and/or individuals who can provide spiritual care. Any individual desiring help from this program is invited to call toll free (800) 803-6758 or (866) 319-4636 to report an allegation or receive assistance. This program is part of the new "Policy for the Protection of Minors."

Discipline

Students are expected to act with respect and good behavior in classrooms. Parents/guardians need to talk with your students about proper behavior and good manners in religious education classes. The policy that has been established concerning discipline follows:

- 1. After the first incident of misbehavior, the CRE will schedule a conference with the student, catechist and her/his parents/guardians to determine what can be done to avoid any future problems and to clearly establish the consequences of any further misbehavior.*
- 2. After the second incident, the student will be placed in the home schooling program for the remainder of the year. The student will be readmitted the following year if the student shows an ability to obey the rules.*
- 3. If this happens during a sacramental year, it will be necessary for the parents/guardians and the student to meet with the CRE individually to complete the preparation for the sacrament.*

Behaviors that will not be allowed in the classroom:

- *being disrespectful to teacher*
- *disrupting the class*
- *fighting or behavior that endangers self or others*
- *language not reflecting Christian values, for example obscenity, profanity, insulting, or abusive language*
- *insults to the church, its teachings, its leaders, and those things it holds sacred*
- *vandalizing classroom and property*

Harassment and bullying: Teasing and pestering another person are not Christian behaviors and are not acceptable.

The following are some examples of harassment:

- *name calling*
- *insults*
- *taking or damaging another's belongings*
- *physically threatening behavior*
- *unkind comments*
- *pestering, pulling clothes or hair*
- *comments about someone's body*

Calendar 2023 - 2024

September 20 First Class: Welcome Back Opening Mass @ 6:00 p.m.
September 27

October 4
October 11 First Reconciliation Parent Meeting in Church @ 6:15 pm
October 18
October 25

November 1 Holy Day: All Saints Day Sacred Heart Mass @ 7:00 pm
November 8
November 15
November 22 No Class: Happy Thanksgiving
November 29

Saturday, December 2nd First Reconciliation @ 9:00 am

December 6
December 13
December 20
December 27 No Class: Christmas Break

January 3 No Class: Happy New Year
January 10
January 17 First Communion parent meeting @ 6:15 in church
January 24
January 31

February 7
February 14 Ash Wednesday (Mass at 7:00 p.m.)
February 21
February 28

March 6
March 13 No Class Spring Break
March 20 Last Class

First Communion May 5th @ 10:30 a.m. Easter Sunday is March 31, 2024

Dear Parents/Guardians,

Thank you for all you do to make our program work. Bringing your children on time and picking them up on time helps to facilitate the whole process. Inviting your children to share what it is they are learning helps children know that religious education is important in your family.

It takes many hands to keep our children safe and learning well. We have some great volunteer opportunities for you!

Won't you consider being someone who:

- *helps children to and from their cars
- *assists in the halls and classrooms
- *substitutes for a catechist who is not able to be present for a class
- *is a catechist?

Know that you may always contact me in person or by phone.

Please keep the lines of communication open so we can make our program the VERY best it can be.

God Bless!

Leanna Manternach CRE

(319) 465-4605 (w) (319) 480-6218 (c)

Fr. Paul (319) 465-5944 or (319) 465-3034 (H)

DBQ136@arch.pvt.k12.ia.us