



FAITH FORMATION SCHEDULE & GUIDELINES

FALL 2018 – SPRING 2019

Enlisting Witnesses for Jesus Christ

PRESCHOOL – HIGH SCHOOL

- ✠ TO REPORT A PRESCHOOL - GRADE 11 ABSENCE OR LATE ARRIVAL, CALL 812-357-5533, EXT. 453, AND LEAVE A MESSAGE BEFORE 5:00 PM.
- ✠ STUDENTS ARE TO REMAIN IN VEHICLES UNTIL 5:45 PM, AT WHICH TIME DOORS OPEN AND STUDENT DROP-OFF BEGINS. CATECHISTS ENTER THROUGH WEST DOOR; STUDENTS ENTER & DISMISS FROM EAST DOOR. CHILDREN OF CATECHISTS REMAIN IN CLASSROOMS UNTIL DISMISSAL IS COMPLETE.
- ✠ STUDENTS PARTICIPATING IN CATHOLIC SOCIAL MINISTRY DEPART AT 6:00 PM AND RETURN TO THE CHURCH AT 8:00 PM.
- ✠ STUDENTS IN GRADES 10 & 11 WILL MEET IN THE KITCHEN OF SB PARISH CENTER. PARKING FOR THOSE STUDENTS WILL BE IN THE GRASSY AREA ON EAST SIDE OF THE PARISH CENTER.

Faith Formation Preschool-Grade 6	Wednesday	6:00-7:15 PM	Parish Center
Faith Formation Grade 7-9	Wednesday	6:00-7:20 PM	SB Church
Catholic Social Ministry Grade 7-9	Wednesday	6:00-8:00 PM	SB Church
Retreat Day Grade 7-9	Saturday	8:30 AM	SMA
Faith Formation Grade 10-11 (Confirmation Candidates)	Wednesday	6:15-7:30 PM	Parish Center
Required Parent/Confirmation Sponsor Meeting Grade 10-11			
Required Parent/Guardian Program			
On-going Formation for Catechists & Faith Formation Volunteers			SB Church

Attendance Requirements for Faith Formation & Sacraments of Initiation

Attendance for Preschool-Grade 6 Each child is permitted 2 absences per semester. After 2 absences the child and parents will be required to meet with the pastor to arrange for missed time and lessons. Class sessions, Mass, and the scheduled Sacrament of Reconciliation are components of the semester program, and attendance is required.

Attendance for Grade 7-9 Students are permitted 3 absences per year from scheduled activities reflected in the schedule. After 3 absences the student and parents will be required to meet with the pastor to arrange for missed time and lessons. Class sessions, Retreat Day, Mass, and the scheduled Sacrament of Reconciliation are components of the program, and attendance is required.

Preparing for the Sacraments of First Reconciliation, First Holy Communion & Rite of Confirmation
 In anticipation for receiving sacraments, children come together with their peer group in class sessions offered for this particular focus of sacramental formation and preparation. Children who receive home-based or time-release Faith Formation for First Reconciliation, and other Sacraments of Initiation, at another parish, besides their home parish, are required to meet with the pastor of their home parish at the beginning of their formation in anticipation for celebrating the next sacrament in their journey of encountering Christ in the Sacraments of the Church. Families are to provide in writing,

from the pastor of the parish providing an alternative Faith Formation Program, the pastor's written consent, along with a copy of the materials outlining the child's sacramental preparation, that he is aware the child is preparing to receive a sacrament from him, even though the child belongs to another ecclesial (parish) community where the child and their family are registered as parishioners and visibly living out their Catholic Faith. Our goal is to keep in mind the child's best interest for lifelong formation and living out their sacramental life in the church. **More info @ [/sacraments](#).**

Confirmation students preparing to complete the Sacraments of Initiation must have fulfilled the faith formation requirements prescribed for the Sacrament of Confirmation. Each student must have a recommendation from his/her pastor that he/she visibly practices the faith (regularly attending Mass and celebrating the sacraments) and is leading a life "in harmony with the faith and role to be undertaken." A student cannot be bound by any imposed or declared penalty under Church Law.

Candidates are required to:

1. Visibly and consistently live out the Precepts of the Church (CCC #2041-2043)
2. Actively & responsibly participate in the Liturgical Life of the Church committing to an assigned liturgical ministry at Mass beginning in Grade 7
3. Participate in scheduled activities in the Faith Formation Program
4. Complete assigned Confirmation Portfolio no later than January 31, 2020
5. Schedule and complete an interview with pastor upon the completion of your portfolio by March 31, 2020

Sacrament Schedule	2018-2019	2019-2020
First Reconciliation	April 3, 2019 (6:00 PM)	March 25, 2020 (6:00 PM)
First Holy Communion	May 4 & May 5, 2019	April 25 & April 26, 2020
Confirmation practice date/time	November 11, 2018 (6:30 PM)	TBD
Confirmation	November 18, 2018 (10:30 AM)	TBD

Theological Reflection Groups (TRGs)

Grade 7- Grade 11

ACTS 2:42

'They devoted themselves to the teaching of the apostles and to the communal life, to the breaking of the bread and to the prayers'

BENEDICT PEW #4, 5
*Catechists: Joey Austin
 Tyler Huber*
FAITH FRIENDS: GRADE P & K

Cameron Briggs 9 SM
 Brody Ficker 9 SB
 Benjamin Mangum 9 SM
 Luke Rickelman 9 SB
 Kort Schaefer 9 SB SB3:SM2

BONIFACE PEW #26
*Catechists: Christopher Grief
 Drew Williams*
FAITH FRIENDS: GRADE 1

Charlie Brentlinger 8 SM
 Tyler Scherzer 8 SM
 Shelden Smith 8 SB
 Jared Wagner 8 SB SB2:SM2

FRANCIS XAVIER PEW #24, 25
*Catechists: Thomas LaPointe
 José Neri*
FAITH FRIENDS: GRADE 2

Emma Haefling 9 SB
 Madelynne Elmer 9 SMT
 Chloe Schaefer 8 SB
 Ally Schipp 7 SB
 Caitlynn Schipp 9 SB SB4:SMT1

MEINRAD PEW #2, 3
*Catechists: Hung Van Tran
 Jack Wright*
FAITH FRIENDS: GRADE 3

Seth Deom 7 SB
 Emmitt Gogel 7 SB
 Wyatt Haake 7 SB
 Caleb Mohr 7 SM
 Braxton Schaefer 7 SB
 Jacob Wagner 7 SB
 Trent Zimmerman 7 SB SB6:SM1

SCHOLASTICA PEW #22, 23
*Catechists: Steven Ditlez
 Brother Deogratias Satu, OSB*
FAITH FRIENDS: GRADE 4

Abiegayle Embry 7SM
 Samantha Haefling 7 SB
 Leah Lahee 7 SB
 Rylie Kelley 7 SB
 Taylor Ruxer 7 SM
 Bailey Welch 7 SB SB4:SM2

THEODORE GUERIN PC Room # 105
*Catechists: Drew Crabtree
 Nick Zummo*

Bobby Gogel 10 SM
 Landon Mullis 10 SM
 Abigail Ruxer 10 SM
 Braili Schipp 10 SM
 Vanesa Auffart 11 SM
 Noah Collignon 11 SB
 Jasmine Demuth 11 SM
 Katelyn Davis 11 SM
 Sam Scott 11 SB
 Spencer Vaal 11SM
 Hayley Waninger 11 SM

SB2:SM9

Catholic Social Ministry

MATTHEW 25:45

'I say to you, what you did not do for one of these least ones, you did not do for me.'

MINISTRY SITE	OCTOBER 3	NOVEMBER 7	FEBRUARY 6
Ministry of Care Willowdale Care Center 404 W Willow Road, Dale, Indiana Working with activities director in service to residents <i>Kasey Wagner, Parish Coordinator, 812-719-1471</i> <i>Randall Spinks, Agency Contact, 812-937-4489</i>	Meinrad	Scholastica	Benedict
Project Lucy CASA Hygiene Packs (Perry & Spencer Counties) Parish Center Kitchen <i>Nathan & Lindsey Hagedorn 812-357-2088, Parish Coordinators</i> <i>Joan Hess, Tell City Catholic Charities, Agency Contact, 812-547-0903</i>	Francis Xavier	Meinrad	Scholastica
Ministry of Care JOY 'Just Older Youth' Arrange visits with parishioners, transportation provided <i>Faith Schaefer, Coordinator, 812-357-2676</i> <i>Lisa L. Mullis, Coordinator 812-357-5447</i>	Boniface	Francis Xavier	Meinrad
Project Linus CASA Blankets (Perry & Spencer Counties) Parish Center Kitchen <i>Kris Gunn, Coordinator, 812-357-2711</i> <i>Donna Peters, Coordinator, 812-357-5208</i> <i>Tina Gehlhausen, Agency Contact, 812-630-5358</i>	Benedict	Boniface	Francis Xavier
North Spencer Community Action Center 26 S Washington St, Dale, Indiana Sorting & inventorying for agency outreach center <i>Debbie Fischer, Agency Contact, 812-357-2532</i>	Scholastica	Benedict	Boniface

Serving Our Parish Family

JOHN 13:34

'I give you a new commandment: love one another. As I have loved you, so you also should love one another.'

SERVICE ACTIVITY	LOCATION	DATE	ARRIVAL TIME	TRG
St. Meinrad Fall Picnic Mary L Denning 812-357-7355	SM Church	Sunday, September 16, 2018	9:30 AM	Boniface
All Saints Soup Supper Faith Schaefer 812-357-2676	Parish Center	Thursday, November 1, 2018	4:30 PM	Theodore Guerin
St. Meinrad Feast Day Nancy Graman 812-357-7566	St. Meinrad Community Center	Sunday, January 20, 2019	9:30 AM	Benedict
St. Boniface Fish Fry Kathy Seckinger 812-480-2299	Parish Center	Friday, March 8, 2019	4:30 - 8:00 PM	Scholastica
St. Boniface Fish Fry Kathy Seckinger 812-480-2299	Parish Center	Friday, March 22, 2019	4:30 – 8:00 PM	Francis Xavier
St. Boniface Spring Social Brenda Kleiser 812-357-2147	Parish Center	Sunday, April 28, 2019	11:30–3:30 PM	Meinrad

To promote awareness and good stewardship, students are required to work one (1) service activity benefiting the ongoing care and upgrades of the buildings directly used for Faith Formation Programs for the benefit of our parish family. Revenue from the above activities directly impact the continuous improvements of facilities used by Faith Formation Programs and Youth Programs, including parish sponsored scouting programs.

Fall 2018

Sunday, August 12

4:30 – 6 PM Orientation and In-service for Catechists & Catechist Aides – *P-Grade 6 and Children's Liturgy of the Word (CLOW)* PC

Sunday, August 26

4:30-5:30 PM **Preschool-Grade 6 Parent (only) Meeting with catechists** – NO students PC

Wednesday, August 29

No Programs & Activities

Wednesday, September 5

6 PM **Grade 7-9 Parent Meeting with students & catechists** SB

Saturday, September 8

5 PM Children's Liturgy of the Word (CLOW) begins SB

Sunday, September 9

8:30 AM Children's Liturgy of the Word (CLOW) begins SM

1:30-4:30 PM **Grade 7-9, Welcome Back; meet 2018-2019 TRG Leaders & Bowling and Grade 10-11 (Confirmation Candidates)** SM

Wednesday, September 12

6 PM **P-Grade 6** PC

6 PM **Holy Hour for Vocations – Grade 7-9 & Parish Family & Deanery Youth** SB

6 PM **and Grade 10-11 (Confirmation Candidates)** SB

Sunday, September 16

10 AM St. Meinrad Fall Picnic SM

9:30 AM (TRG Boniface & Seminarian Catechists to work dining room – not in food service)
(II Philosophy; I Theology; III Theology; IV Theology to work games and grills)

Wednesday, September 19

6 PM **P-Grade 6** PC

6 PM **Grade 7-9** SB

6:15 PM **Grade 10-11 (Confirmation Candidates)** PC

STUDENT COLLECTION FOR PROJECT LUCY (CASA HYGIENE PACKS)

Preschool, Kindergarten, Grade 1, Grade 2	baby shampoo, diapers (new born - size 3), pacifiers, baby toys
Grade 3	baby wipes, soap for all ages, sock caps, gloves
Grade 4	toothpaste, toothbrushes, dental floss
Grade 5-6	shampoo, conditioner, combs, hair brushes, ponytail holders
Grade 7-9	Personal hygiene items (deodorant, tampons, pads, disposable razors)
Grade 10-11	Personal hygiene items (deodorant, tampons, pads, disposable razors)

Wednesday, September 26

6:00 PM **Opening Mass for Faith Formation for Students, Parents & Catechists** SB

(Blessings of Catechists & Faith Formation Volunteers with group picture to follow)

2018 Theme: **Enlisting Witnesses for Jesus Christ**

- **P-Grade 6; family/household sit with youngest child; attendance check-in with catechist**
- **Grade 7-9; family/household sit with youngest child: attendance check-in with TRG facilitator**
- **TRG Meinrad & Seminarian Catechists - Assigned Liturgical Ministry**
- **Grade 10-11; family/household sit with youngest child: attendance check-in with TRG facilitator**

Wednesday, October 3

6 PM **P-Grade 6** PC

6-8 PM **Grade 7-9 (Catholic Social Ministry Program)** SB

6:15 PM **Grade 10-11 Parent & Sponsor Meeting with catechists** SB

Sunday, October 7

3:30-4:30 PM **Grade 1 Parent (only) Meeting #1 of First Reconciliation class with catechists** PC

Wednesday, October 10

6 PM **P-Grade 6 (Fire Drill)** PC

6 PM **Grade 7-9** SB

6:15 PM **Grade 10-11 (Confirmation Candidates)** PC

Sunday, October 143:30-4:30PM **Grade 2 Parent (only) Meeting #1** of First Eucharist class with catechists PC**Wednesday, October 17**

6 PM P-Grade 6 PC

6 PM **Grade 7-9** TRG *Living Our Catholic Faith - All Saints & All Souls Day* PC6:15 PM **Grade 10-11 (Confirmation Candidates)** PC6 PM **On-going Formation for Catechists & Faith Formation Volunteers** SB**STUDENT COLLECTION FOR STOCK-THE-PANTRY (ST. MARTIN'S CLOAK)**

Preschool	large box of Cheerios	Kindergarten	instant oatmeal	Grade 1	peanut butter
Grade 2	canned fruit	Grade 3	canned vegetables	Grade 4	macaroni & cheese
Grade 5	dish soap	Grade 6	toilet paper	Grade 7	laundry detergent
Grade 8	paper towels	Grade 9	canned meat	Grade 10-11	canned tuna

Wednesday, October 24**Fall Break - No Programs & Activities****Wednesday, October 31**6:00 PM **Mass for All Saints Day** for Students, Parents & Catechists SB● *P-Grade 6; family/household sit with youngest child, attendance check-in with catechist*● *Grade 7-9; family/household sit with youngest child, attendance check-in with TRG facilitator*● *TRG Theodore Guerin & Seminarian Catechists - Assigned Liturgical Ministry*● *Grade 10-11; family/household sit with youngest child, attendance check-in with TRG facilitator***Thursday, November 1 ALL SAINTS DAY Holy Day of Obligation**

4:30 PM Cemetery Prayer Service for All Souls Day SB Cemetery

5:00 PM All Saints Soup Supper PC

(Confirmation Candidates & Seminarian Catechists to work dining room – not in food service)

Friday, November 2

4:30 PM Cemetery Prayer Service for All Souls Day SM Cemetery

Wednesday, November 7

6 PM P-Grade 6 PC

6-8 PM **Grade 7-9 (Catholic Social Ministry Program)** SB6:15 PM **Grade 10-11 (Confirmation Candidates)** PC**Sunday, November 11**

5:30 PM "Prayer & Pizza" for Confirmation Candidates & Sponsors PO

6:30 PM Confirmation Practice (Candidates & Sponsors) SM

Wednesday, November 14

6 PM P-Grade 6 PC

6 PM **Grade 7-9** SB6:15 PM **Grade 10-11 (Confirmation Candidates)** PC**STUDENT COLLECTION FOR STOCK-THE-PANTRY (ST. MARTIN'S CLOAK)**

Preschool	large box of Cheerios	Kindergarten	instant oatmeal	Grade 1	peanut butter
Grade 2	canned fruit	Grade 3	canned vegetables	Grade 4	macaroni & cheese
Grade 5	dish soap	Grade 6	toilet paper	Grade 7	laundry detergent
Grade 8	paper towels	Grade 9	canned meat	Grade 10-11	canned tuna

Sunday, November 18

10:30 AM Sacrament of Confirmation SM

Wednesday, November 216 PM **Thanksgiving Mass** for Students, Parents & Catechist and Parish Families SM● *P-Grade 6; family/household sit with youngest child, attendance check-in with catechist*● *Grade 7-9; family/household sit with youngest child, attendance check-in with TRG facilitator*● *TRG Scholastica & Seminarian Catechists – Assigned Liturgical Ministry*● *Grade 10-11; family/household sit with youngest child, attendance check-in with TRG facilitator***Wednesday, November 28**

6 PM P-Grade 6 PC

6 PM **Grade 7-9**; TRG *Living Our Catholic Faith - Advent & Reconciliation* PC6:15 PM **Grade 10-11 (Confirmation Candidates)** PC6 PM **On-going Formation for Catechists & Faith Formation Volunteers** SB

Sunday, December 2 – First Sunday of Advent

Wednesday, December 5

6 PM	P-Grade 6	PC
6 PM	Advent Parish Penance Service for Grade 7-HS & Parents w/Parish Family	SM
	<ul style="list-style-type: none">• <i>Grade 7-9; family/household sit with youngest child, attendance check-in with TRG facilitator</i>• <i>TRG Boniface & Seminarian Catechists – Assigned Liturgical Ministry</i>	

Wednesday, December 12

6 PM	P-Grade 6	PC
6 PM	Grade 7-9	PC

Wednesday, December 19

Winter Break - No Programs & Activities

Monday, December 24 – CHRISTMAS EVE

3:30 PM	Mass for the Nativity of the Lord	SM
10:00 PM	Mass for the Nativity of the Lord	SM

Tuesday, December 25 – CHRISTMAS DAY

12:00 AM	Mass of the Nativity of the Lord	SB
9:30 AM	Mass at Saint Meinrad Archabbey	SMA

Guidelines for Students & Families

DRESS CODE

The manner in which a person dresses often reflects that person’s self-perception. High levels of self-esteem are important to the formation and education process; therefore students are to dress in a clean and neat manner and certain standards of reasonable dress are expected.

1. Hats, bandanas, and sunglasses are not allowed to be worn in buildings or at programs, unless medically prescribed by a physician’s note.
2. All shorts, skirts, skorts and dresses must reach the knee. Clothing worn under these items, such as leggings, must reach the knee. The top layer of clothing must be at least mid-thigh length and not reveal skin above the knee. Clothing that states, implies or displays any reference to drugs, vulgar language, alcohol, beer, whiskey, tobacco products, nudity, or anything else that may be considered disruptive to the formation and education process is not allowed.
3. Jeans and pants may not have holes or slits in them.
4. All clothing covering the upper body must have sleeves and not expose any cleavage, bare midriff (front or back), underarm areas or undergarments.

Students not dressed properly in the opinion of parish staff and catechists will be asked to comply with the dress code and/or leave the program for the day. A member of the Faith Formation Program will contact the parents or guardians to communicate dress code expectations before releasing the student from the session.

FOOD ALLERGIES

Concern for the health and well-being of all students, catechists, and volunteers, including those with severe food allergies is a priority for all. To create a safe environment in all classrooms and other program and activity spaces, no food is allowed. Only clear liquids are permitted in classrooms. On special occasion when food is used during a program or activity, a catechist may request, through the coordinator of faith formation, the use of a dining room. All food must be designated “nut free” and “dairy free.” All parents and guardians are to provide an updated “Health History” identifying food and drug allergies along with listed prescriptions and routine medications, as noted on the Faith Formation Registration Form.

INCLEMENT WEATHER

Weather-related cancellations will be communicated through Flocknote®, WITZ, WQKZ and WBDC. When North Spencer School Corporation cancels classes or afterschool activities there will be no Faith Formation for the evening. When Perry Central Community Schools cancel classes or afterschool activities, Perry Central Students will be excused.

ACADEMIC BREAKS

When Perry Central Community Schools and Southeast Dubois County School Corporation’s scheduled academic breaks are not simultaneous with North Spencer School Corporation, their students will be excused.

STUDENT USE OF SOCIAL MEDIA & MOBILE DEVICES

In the spirit of building Christian community and honoring the presence of our brothers and sisters in Christ, students shall not use on parish grounds during Faith Formation Programs (or while in parish buildings) any electronic gaming or paging device, cellular phone, or other communication device in a situation not related to the Faith Formation program. Students may have phones on their person, in the off position, and not in use, between 5:45-7:20 PM, or during other program times in case of an emergency and with the catechist's permission. However, cell phones are encouraged to be kept at home or left in vehicles. Posting information or photographs of minors without parental consent may be unethical or constitute a criminal offense. Students who choose to ignore this policy will have their phone confiscated by a catechist. Confiscated phones will be given to a parent or guardian upon pick-up. Additional consequences may apply upon a second offense.

PARISH USE OF COMMUNICATION & SOCIAL MEDIA PERMISSION

Parents/guardians must give explicit permission for Historic St. Boniface Catholic Church and St. Meinrad Catholic Church to contact their child through Flocknote® and to record photographic images (digitally, film, and/or video), and comments (by tape and/or transcription) for use in social media, promotional materials, whether the use of above materials be for public relations, evangelization, development, or any other legitimate purpose of the above-named institutions. This permission is granted annually by the parents/guardians at the time of registration, under the section "Communication and Social Media Permission."

DROP-OFF & PICK-UP PROCEDURES

Preschool-Grade 6 Parents and guardians are asked to enter from Highway 545 through the alley directly in front of the parish center, and not the Memorial Forest Road (Jefferson Street). Follow the traffic pattern set by the cones around to the East door (back side) of the Parish Center for drop-off. Do not drop off your children in the parking lot to walk into the Parish Center through the (west) main door. When you arrive at the doors, put your vehicle in **PARK**, or **APPLY THE PARKING BRAKE** before unloading. Children must cross around the **FRONT** of your vehicle before entering the Parish Center. Drivers are asked not to use electronic communication devices while in the traffic lane.

Children at Both Locations (Parish Center and Church) Follow the directions for Preschool-Grade 6 first, then proceed west (left) on Jefferson Street (Memorial Forest Road), take an immediate right on Vine Street (behind the church) traveling up the hill, make a left onto the alley toward the Church, merging with traffic coming from the north along Vine Street (the cemetery road).

Grade 7-9 At Louie's Tavern, turn east on Plum Street (towards the cemetery), turn right on Vine Street (along cemetery). Turn right, merging with traffic, onto the paved road to the north entrance of the Church. At pick-up time, an identified traffic volunteer will coordinate the merging of Parish Center and Cemetery Alley traffic into 1 pick-up lane. The 1st vehicle is to stop at the west end of the handicap parking to allow for 4 vehicles to load at a time. An identified traffic volunteer will direct the vehicle where to stop.

Grade 10-11 Students are asked to enter from Highway 545 through the alley directly in front of the parish center, and not the Memorial Forest Road (Jefferson Street). Follow the traffic pattern set by the cones around to the East door (back side) of the Parish Center. Park in the designated grassy area on the East side of the building, then enter through the East door and report to the first door to the right. Do not enter the Parish Center through the (west) main door. Drivers are asked not to use electronic communication devices while in the traffic lane.

Catechists Catechists and Catechist Aides are asked to enter from Highway 545 through the alley directly in front of the parish center, and not the Memorial Forest Road (Jefferson Street). Follow the traffic pattern set by the cones around to the East door (back side) of the Parish Center. Park in the designated grassy area on the East side of the building. Enter through the East door.

Children of Catechists & Traffic & Safety Volunteers At the dismissal bell, the Children of Catechists and Traffic & Safety Volunteers are to remain in assigned classrooms by floor until the second bell rings for dismissal. Children of Catechists who must cross the Memorial Forest Road to meet a parent teaching in the Parish Center or Church at dismissal will have an assigned catechist to assist them in safe and secure crossing of the highway.

GENERAL LIABILITY RELEASE & WAIVER OF CLAIMS FORM

Throughout the formation year, students in grades 7-9 participate together in Theological Reflection Groups (TRGs) engaging in the Church's mission and vision of Catholic Social Teaching through various prearranged socially responsible activities and visits to prearranged ministry sites. Some ministry sites are located at agencies or parishioner's homes throughout the local area and transportation will be prearranged. On such evenings, students depart no later than 6:00 PM from Historic St. Boniface Catholic Church and return no later than 8:00 PM. Dismissal is scheduled for 8:00 PM with pick-up procedures as described above. Students must have on file, before September 5, a **GENERAL LIABILITY**

RELEASE & WAIVER OF CLAIMS FORM. Students who do not have the General Liability Release & Waiver of Claims Form on file will not be permitted to participate and will be counted as absent for the evening, and parents/guardians will be notified to return to the Parish Center to pick up their child.

APPRECIATION CELEBRATION FOR LITURGICAL MINISTERS

Each year Liturgical Ministers Grade 1 - High School are invited to an appreciation celebration, acknowledging their faithful and dedicated work in serving our parish family through their participation in liturgical ministries. Participants include sacristans, ministers of hospitality, acolytes, cross and candle bearers, lectors, cantors and choirs for liturgical music, and Extraordinary Ministers of Holy Communion. Parents and guardians are welcome to provide transportation and chaperones. Families who can share in the greater need for transportation responsibilities will receive complimentary dinners and passes to the activity. All youth and adult participants are required to complete the General Liability Release & Waiver of Claims Form provided by the parish.

CIRCLE OF GRACE

The Archdiocese of Indianapolis adopted the Circle of Grace Program in 2012 to comply with Article 12 in the Charter for the Protection of Children and Young People revised and published by the United States Conference of Catholic Bishops (USCCB) in 2011. Article 12 states:

Dioceses/eparchies are to maintain “safe environment” programs which the diocesan/eparchial bishop deems to be in accord with Catholic moral principles. They are to be conducted cooperatively with parents, civil authorities, educators, and community organizations to provide education and training for children, youth, parents, ministers, educators, volunteers, and others about ways to make and maintain a safe environment for children and young people.

Principals, Parish Administrators of Faith Formation, and Youth Ministers throughout the archdiocese are responsible for assuring that the lessons of the COG curriculum are integrated into their programs annually and for documenting on the official Documentation Form the training that they do. Annually, dioceses/eparchies are responsible for submitting an audit report to the USCCB providing evidence that the schools, religious education, and youth ministry programs in their jurisdictions are fulfilling this mandate.

AWARENESS TRAINING & PROOF OF CERTIFICATION

The [Safe and Sacred](#) Program is required for all parish volunteers. All clergy, religious, staff, catechists, catechist aides, and volunteers must complete the Safe and Sacred Program BEFORE they begin their volunteer time.

Spring 2019

Wednesday, January 2

Winter Break - No Programs & Activities

Sunday, January 6

11AM

Epiphany Celebration with Youth from Deanery Parishes – Grade 7-9, 10-11 SM

11AM Depart from St. Meinrad Catholic Church to travel to St. Isidore the Farmer in Perry County

11:30 AM Depart from St. Isidore the Farmer in Perry County to Tour Deanery Parishes

3 PM Open Gym at SMA

4 PM Pizza at the UnStable

5 PM Vespers (Evening Prayer)

6 PM Depart from St. Meinrad Catholic Church

Wednesday, January 9

Winter Break - No Programs & Activities

Wednesday, January 16

Winter Break - No Programs & Activities

5:30 PM

Catechist Appreciation with Gift Exchange & In-service

PC

Sunday, January 20

8:30 AM

St. Meinrad Feast Day Parish Celebration

● **TRG Benedict & Seminarian Catechists – Assigned Liturgical Ministry**

SM

9:30 AM

Feast Day Breakfast

Community Center

(TRG Benedict & Seminarian Catechists to work dining room – not in food service)

Wednesday, January 23

6 PM

P-Grade 6

PC

Grade 7-9 NO CLASS – *Seminarians on Retreat*

Wednesday, January 30

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

STUDENT COLLECTION FOR PROJECT LUCY (CASA HYGIENE PACKS)

Preschool, Kindergarten, Grade 1, Grade 2	baby shampoo, diapers (new born - size 3), pacifiers, baby toys
Grade 3	baby wipes, soap for all ages, sock caps, gloves
Grade 4	toothpaste, toothbrushes, dental floss
Grade 5-6	shampoo, conditioner, combs, hair brushes, ponytail holders
Grade 7-9	personal hygiene items (deodorant, tampons, pads, disposable razors)

Sunday, February 3

8:30 AM Mass for Boy Scout Sunday SM
 • Assigned Liturgical Ministry – Boy Scouts

Wednesday, February 6

6 PM P-Grade 6 PC
 6-8 PM Grade 7-9 (Catholic Social Ministry Program) SB

STUDENT COLLECTION FOR PROJECT LUCY (CASA HYGIENE PACKS)

Preschool, Kindergarten, Grade 1, Grade 2	baby shampoo, diapers (new born - size 3), pacifiers, baby toys
Grade 3	baby wipes, soap for all ages, sock caps, gloves
Grade 4	toothpaste, toothbrushes, dental floss
Grade 5-6	shampoo, conditioner, combs, hair brushes, ponytail holders
Grade 7-9	personal hygiene items (deodorant, tampons, pads, disposable razors)

Saturday, February 9

8:30 AM - Grade 7-9 Retreat Day (Required for All Students) Archabbey
 4:30 PM *Location: St. Bede Hall Conference Center (5th floor), includes lunch

Sunday, February 10

3:30 PM Grade 2 Parent (only) Meeting #2 of First Eucharist class with catechists PC
 4:30 PM Grade 1 Parent (only) Meeting #2 of First Reconciliation class with catechists PC

Wednesday, February 13

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

Wednesday, February 20

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

Sunday, February 24

3:00 PM State of the Parishes Meeting for Parish Family (SB&SM) PC

Wednesday, February 27

6 PM P-Grade 6 (Tornado Drill) PC
 6 PM Grade 7-9 SB

Wednesday, March 6 – Ash Wednesday (students & family attend Mass of choice)

7:30 AM Mass SB
 4:30 PM Mass SM
 6:30 PM Mass SB

Friday, March 8

3-7 PM St. Boniface Fish Fry PC
 4:30-8 PM (TRG Scholastica & Seminarian Catechists to work dining room – not in food service)

Wednesday, March 13

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

Friday, March 15

4 PM K of C Shrimp Fry #5599

Wednesday, March 20

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

STUDENT COLLECTION FOR STOCK-THE-PANTRY (ST. MARTIN'S CLOAK)

Preschool	large box of Cheerios	Kindergarten	instant oatmeal	Grade 1	peanut butter
Grade 2	canned fruit	Grade 3	canned vegetables	Grade 4	macaroni & cheese
Grade 5	dish soap	Grade 6	toilet paper	Grade 7	laundry detergent
Grade 8	paper towels	Grade 9	canned meat		

Friday, March 22

3-7 PM St. Boniface Fish Fry PC
 4:30-8 PM (TRG Francis Xavier & Seminarian Catechists to work dining room – not in food service)

Wednesday, March 27

Spring Break - No Programs and Activities

Friday, March 29

3 PM Legion Fish Fry SM Legion

Wednesday, April 3

6 PM **Lenten Parish Penance Service** for Grade 1-9 & Parents w/Parish Family SM
 • First Reconciliation - Grade 1
 • NO Class – P-K
 • Grade 1-6; family/household sit with youngest child; attendance check-in with catechist
 • Grade 7-9; family/household sit with youngest child; attendance check-in with catechist

Friday, April 5

4 PM K of C Shrimp Fry #5599

Sunday, April 7

3:30-5PM Catechist Appreciation with dessert social for catechists, spouse & family PC

Wednesday, April 10

6 PM P-Grade 6 PC
 6 PM Grade 7-9 SB

Friday, April 12

4 PM NCYC Shrimp Dinners SM Community Center

Holy Week & Easter Schedule

Sunday, April 14

Palm Sunday

Blessing of Palms: All Faith Formation Catechists & Children Age 3-High School gather in the main entrance of the church shortly before the beginning of Mass for the blessing and distribution of Palms. Catechists & Students, along with CLOW Children, distribute palms to the faithful, placing extra palms in identified container near the ambo. *Catechists Assigned per [Ministry Scheduler Pro](#)*

Tuesday, April 15

Chrism Mass

Cathedral, Indianapolis

Wednesday, April 17

Holy Week – No Faith Formation Class

6:30 PM Evening Mass of the Lord's Supper SM

Friday, April 19

Good Friday

3PM Veneration of the Cross SM

6:30 PM Veneration of the Cross SB

Saturday, April 20

Holy Saturday

8 PM Easter Vigil – Mass of the Resurrection of the Lord SB

Sunday, April 21

Easter Sunday

7 AM Mass of the Resurrection of the Lord SB

9 AM Mass of the Resurrection of the Lord SM

Wednesday, April 24

6 PM **Mass within the Octave of Easter P-HS & Parents with Parish Family** SB

• P-Grade 6; family/household sit with youngest child, attendance check-in with catechist

• Grade 7-9; family/household sit with youngest child, attendance check-in with TRG facilitator

• TRG Francis Xavier & Seminarian Catechists – Assigned Liturgical Ministry

Sunday, April 28

10 AM St. Boniface Spring Social PC

11:30-3:30 (TRG Meinrad & Seminarian Catechists to work dining room – not on food service)

10 AM	First Communion Practice & Photos	SM
4 PM	First Communion Practice & Photos	SB
<i>* Group & individual photos will be taken at practices</i>		
Saturday, May 4		
5 PM	The Sacrament of First Holy Communion	SB
5 PM	Children's Liturgy of the Word (CLOW) ends	SB
Sunday, May 5		
8:30 AM	The Sacrament of First Holy Communion	SM
8:30 AM	Children's Liturgy of the Word (CLOW) ends	SM
Saturday, May 11		
	Mother's Day Vigil	
5 PM	Blessing of all Graduates at all Masses	SB
Sunday, May 12		
	Mother's Day	
6 AM	Blessing of all Graduates at all Masses	SB
8 AM	Blessing of all Graduates at all Masses	SM

Emergency Procedures

FIRE In case of a fire, all students and catechists should follow the evacuation route posted in each room or area closest to them at the time of the alarm. While exiting the building, all students should remain calm and must stay with their catechist. The catechist aide is to lead the class safely out of the building to the assigned safe location away from the building. The catechist is the last one to exit their classroom, securing an attendance roster, turning off the lights and closing the door. Once outside, the catechist should take attendance to assure that all their students are accounted for, before assisting in other capacities, if needed.

In case of a fire, before or after class sessions, all students and catechists **inside the building** at the time of the alarm should locate the nearest emergency exit and report immediately to the shelter house (Preschool-Grade 6), the maintenance building (Grade 7-9), or the annex (SPRED).

Those students and catechists located **outside the building** at the time of the alarm should also make their way safely to the assigned safe location, remaining a safe distance from the building as they travel. All students should locate and report to their catechist. Catechists should take attendance and assure that all their students are accounted for, before assisting in other capacities.

Students and catechists should remain together and out of the way to allow fire personal to arrive and/or perform their required tasks.

SHELTER-IN-PLACE The Shelter-In-Place plan protects students, catechists, catechist aides, and other volunteers in the event of potential exposure to a dangerous chemical that could be released through:

- *An industrial accident*
- *A chemical spill*
- *A break in a natural gas pipeline*
- *Materials transported through our community*
- *A terrorist attack*

The Shelter-In-Place plan has proven to be a safer approach than evacuating students into a potentially contaminated outdoor environment. Generally, the duration of these situations would last minutes or hours, not days.

Should one of these situations occur during a program or activity, we would be directed by the Spencer County Emergency Management Agency (EMA) or other public health and safety officials to bring all students and adult members into predetermined areas. All heating, ventilation, and air conditioning systems would be shut down and all doors and windows would be closed and secured. On the advice of local emergency personnel, no one would be allowed in or out of a building until the authorities give the all-clear signal.

ACCESS TO STUDENTS DURING SHELTER-IN-PLACE For many parents/guardians, your first instinct will be to come to the parish to check on your child or take him or her home. However, to ensure the safety of our students during the brief Shelter-In-Place period, we will not be opening our doors to anyone. As a parent/guardian, we recognize how hard this would be. Please know that this action is based on the best advice and counsel that we have from all local,

state, and national officials. So, as you plan to shelter yourself at home or at work, please know that we will be taking good care of your child by doing the same.

TORNADO - PARISH CENTER In case of a tornado, students and catechists should exit the rooms if inside the building or enter the building if outside and go immediately to the lower level hallway. Students in the lower level classrooms are to remain in their classrooms. Once there, students should sit side-by-side with their legs crossed and facing the wall away from all windows and doors. Catechists should verify that all their students are present before preparing themselves in the safety position. All should remain in the hallway until the “all clear” has been given for safe movement about the building.

TORNADO – CHURCH In case of a tornado, students and catechists should remain calm and exit the church, walking immediately to the parish center. Enter through the front door. Go immediately to the lower level hallway. Once there, students should sit side-by-side with their legs crossed and facing the wall away from all windows and doors. Catechists should verify that all their students are present before preparing themselves in the safety position. All should remain in the hallway until the “all clear” has been given for safe movement about the building.

LOCKDOWNS A parish lockdown occurs when there is a threat or potential threat to student or adult safety in the area. Most often, this is due to police activity unrelated to the parish program or activity, but in the vicinity. In a lockdown, the parish buildings are closed to all visitors, and students are supervised indoors.

In the case of an extended lock-down, parents/guardians will receive a message from the parish Flocknote® text/email notification system. Should a situation occur during a parish program or activity, the parish would be directed by local law enforcement and/or other safety officials to lock down parish buildings for the safety of all students and adults.

ACCESS TO STUDENTS DURING LOCKDOWNS During a school lockdown, parents/guardians are strongly encouraged not to come to the parish, due to the heightened risk, and should only attempt to arrive at the parish after a lockdown has been lifted. Should an emergency response be called for, it’s important that emergency vehicles be able to reach the parish quickly and easily. Parents/guardians who attempt to come to the parish may obstruct emergency vehicles’ access and even endanger themselves, or their children.

Do not panic. Lockdown situations are highly controlled events where police and parish staff and coordinators are together and in coordination following predetermined procedures that will best ensure the safety of all involved.

EARTHQUAKE In case of an earthquake, all students and catechists inside the building at the time should locate under any suitable desk or table closest to them at the time. All students and catechists inside the church at the time should locate face down, hands covering the crown of the head under a church pew. All should remain in these locations until the “all clear” has been given for safe movement about the building.

Guidelines Revised: August 21, 2018

