Parish Team

Rev. Andrew Kowalczyk, CSMA
Pastor
(313) 647-5030
andrewk@stclarem.org

Fr. Tom Wilisowski, CSMA
Associate Pastor
(313) 647-5077
tomw@stclarem.org

Deacon Richard Shubik
(586) 215-1247
rshubik@stclarem.org

Janet Guensche
Pastoral Associate
(313) 647-5015
jguensche@stclarem.org

Geoffrey Fisher
School Principal
gfisher@stclarem.org

Sr. Kathy Avery OSM DRE
(313) 647-5110
skavery@stclarem.org

Susie Frazer
Business Manager
(313) 647-5022
sfrazer@stclarem.org

Michael McDevitt
Coordinator of Christian Service & Maintenance
(313) 647-5025
mmcdevitt@stclarem.org

Stephanie Carder
Youth Coordinator
(313) 378-8869
scarder@stclarem.org
Parish Council

Mission Statement
Parish Council seeks to realize the mission of St. Clare to “bring together and welcome into our Catholic Community a richly diverse people to pray, to serve and to learn in the name and presence of Jesus Christ”.

As part of our Pastoral Plan - we seek to Be Bold, Be Holy and Be Catholic. The Parish Council is a forum for understanding and weighing the needs and concerns of the Parish. Working with Fr. Andrew, Fr. Tom and the Parish staff we are the voice of the Parish. We listen to parishioners, build consensus on important decisions and help set the direction for the future of St. Clare as an advisory group. We meet monthly in the Parish Hall.

We are here to serve you and are interested in hearing what you think. Your feedback on things you like or dislike is important to us. Tell us what you think could make St. Clare a better place to worship, a place to share and lead us to becoming better Christian.

As part of being Bold, challenge us. As part of being Holy, we ask that you join us in the Mass; join us in prayer for those in need. Being bold requires that we honor Jesus in all we do. As part of being Catholic, walk with us in following Jesus, and the tenants of the Roman Catholic Church. For more information or to share your thoughts, please contact Marty McMillan (info below). Also, we are recruiting new members. If you are interested in joining Parish Council and are an active member of the St. Clare Parish family, please contact any of the council members listed below.
Parish Council, continued

Rick Berg
Finance Chair
Berg@butzel.com

Mike Stevens
Member at Large
mikes@cfs-mi.com

Bill Harrington
Christian Service Chair
genesus@aol.com

Shannon Scanlon
Member at Large/
Vicariate Representative
sscanlon21@comcast.net

Bob Conway
Athletics
bconway@abm.com

Joan Lusk
Member at Large
jjlusk@comcast.net

Maryann O’Connor
Member at Large
maresmail57@yahoo.com

Anne Heike
Member at Large
msanniemail@aol.com

Tom Warnez
Faith Formation Chair
twarnez@metcom-inc.com

Diane Sullivan
Member at Large
dianeonbedford@gmail.com

Chris Platz
Member at Large
platzhospital@comcast.net
Evangelization

**Mission Statement**
The role of evangelization at St. Clare is to support the New Evangelization by coordinating and promoting “Unleashing the Gospel” activities within our service area, parish, and in coordination with neighboring parishes, and our vicariate to support the spiritual growth of all.

Shannon Scanlon  
Coordinator  
(313) 333-1960  
sscanlon21@comcast.net
Support Staff

Jozefa Chmielewski  
Parish Secretary  
(313) 647-5060  
jchmielewskist@clarem.org

Colleen Keelan  
Director of Social Media  
ckeelan@stclarem.org

Sister Valerie Binder, CSJ  
Part-time Parish Receptionist

David Knox  
Part-time Parish Receptionist

Sister Margaret Canuelle, IHM  
Part-time Parish Receptionist  
Jan Scallen  
Part-time Parish Receptionist

Sister Jacqueline Wetherholt, CSJ  
Part-time Parish Receptionist

Maintenance

Michael McDevitt  
(313) 647-5025  
mmcdevitt@stclarem.org

Dennis Hermann  
Maintenance Tech  
Tim Panas  
Maintenance Tech
The Worship Commission is responsible for guiding the continuing liturgical renewal of the parish, which is centered on the Eucharist. It serves the parish by providing opportunities for liturgical education, by preparing the liturgical celebrations, and evaluating these celebrations. The Worship Commission participates in the call for evangelization by its witness of sharing Christ with others through liturgical worship. Members of the Commission, chaired by Fr. Andrew, meet quarterly.

For more information: Fr. Andrew at andrewk@stclarem.org or (313) 647-5030
Our ministry is intended to assist every member of the parish and our guests while attending Mass. Collectively, we assist the religious to ensure the liturgy of the Mass goes smoothly. This is accomplished by taking up the collection, passing out materials, offering direction when needed and assistance to anyone in need prior to, during or after Mass.

We work in “Teams” and each team is scheduled to usher at a single Mass every four weeks. Some choose to minister every week, some every other week and some every four weeks.

Any parishioner is welcome to become a member of the Usher’s Club. An occasional training meeting is held. However, typically training is done before Mass.

Altar Service involves our young people in the central liturgy of our Catholic religion, the Mass. This ministry allows our youth to be a part of our worship service, and teaches not only service, but the meaning of the Mass. Hopefully this service will lead to more service as our young people mature and take on other roles in the Church. All Catholic children from 4th grade through high school are invited to be altar servers.

Training takes place in the Church, at a time convenient for the participants. The first altar service is scheduled for the weekend following their training. Monthly schedules are emailed to all altar server families. Service is usually one weekend Mass a month, and as volunteered.

Adult altar servers ( anyone over age 18 ) assist the priest on the altar during liturgical celebrations that take place outside the regularly-scheduled weekend Masses. This usually includes daily Mass, funerals, weddings and other services. These services take place at various times of the day. They are, however, usually in the morning and require approximately 90 minutes to two hours.

Training is provided at a time convenient to the volunteer.
This choir usually sings at the 11 AM Liturgy and select other times that brings traditional liturgical and choral music to our parish celebrations. This ensemble does more repertoire in 2-, 3-, and 4-part harmonies, so the ability to sing in harmony is suggested but not required. We encourage all who want to use their vocal gifts and sing in various harmonies to join us. The group meets at 10:15 AM on Sundays in preparation for the 11 AM Mass with rehearsals immediately following on some Sundays, along with a few Thursday evening times in preparation for the bigger Liturgical Feasts.

This ministry assists grieved members of the parish by giving voice to their grief at the funeral liturgies. There is a regular body of music that is used at these liturgies and rehearsals are 20-30 minutes before the scheduled funeral. We invite all members of our parish to join this choir. Most of the music sung at these liturgies is in unison, there is no specialized vocal ability required to participate. A flexible morning schedule would be needed to participate in this group. Please contact the Music Office for further information.

Cantors are solo singers who assist the People of God in song at various liturgies and work directly with the Music Director. As the song leader is heard prominently during the liturgies, a pleasant sounding solo voice type – not necessarily a trained vocalist – is encouraged to participate in this ministry. Rehearsals are individualized and at a mutually-agreed time with the Music Director.

Our Ministry is to provide the 9 AM Sunday Mass community the encouragement and leadership to participate as fully as possible in the celebration of the liturgy. Our group strives to select and present a contemporary selection of liturgical music with a variety of instrumentation that the congregation can easily sing.
Since the 9 AM liturgy encourages family participation and often includes special recognition of our young people (sacramental preparation, family events, and sports team participation), our musical selections are made with this in mind.

We welcome young people from middle school and up and all adults who are able to carry a tune and have a desire to assist the congregation in voicing their prayer. It isn’t necessary to be able to read music. We also welcome musicians who are capable of providing accompaniment on various instruments.

We rehearse each Sunday before Mass from 8:30-8:55 AM. From time to time, in preparation for Christmas, Easter, or other special events, we will call for extra evening rehearsals in the Church. These are infrequent meetings, perhaps two or three times during a typical nine-month season from October to June.

We encourage any who are interested to contact a member of our group with any questions.

Music Ministry is one of the most important areas of service to the liturgical life of our parish. Following St. Paul’s teaching, we recognize the special calling of music ministers to teach, encourage, inspire, and lead by example.

Music styles during the celebration of the Mass range from contemporary music including recently composed liturgical music. The choir is accompanied by piano, acoustic guitar, bass, percussion and other instruments.

While we focus on engaging high school youth and young adults in music ministry, enthusiastic singers and musicians are welcome! Rehearsals are held in the Church on Sundays at 4 PM before the Mass.

The Eucharistic Ministers, also known as the Extraordinary Ministers of the Eucharist (EME), is a unique Ministry to help with distribution of Holy Communion during Mass.

The Mission of this Ministry is to be available to serve all St. Clare parishioners whenever needed. This includes, but not limited to Mass, hospital, nursing facility and home visits.

Any Parishioner of St. Clare of Montefalco who has been Baptized, made their Communion, Confirmation, and is in good standing with the Church, can be part of this ministry. We meet once or twice a year for training, workshop or update or to renew our commissioning. Also individual training is possible at a mutually-agreed upon time. A schedule is provided to those EME’s willing to serve on a regular basis. Depending on which Mass they have chosen to serve at, the frequency will
be different. Those that cannot commit to a specific Mass on a regular basis are welcome to be put on the “sub” list. Whether an EME is on the regular schedule or on the “sub” list, any EME can serve at any Mass they are attending if needed.

LECTORS
Arthur Post
(313) 720-9350
ajpostdds@gmail.com

A lector is a liturgical minister who is charged with proclaiming the scriptures assigned to a liturgy. The mission of this ministry is to proclaim the Word of the Lord in a way that is inspired by the Spirit and in a way that the listener understands in a clear and profound way the messages of the sacred scriptures. The vision of this ministry is that the lectors of the community of St. Clare will be dedicated to this ministry. They will prepare themselves by the study of the scriptures, by prayer for understanding, by practice in the delivery of the Word, and by trusting in the Lord to help them in proclamation so that the listener receives the message from the scripture that was intended for them. Anyone can be a member of this group who has attained the age of sixteen, is a practicing Catholic, and has a gift of reading in a way that is interesting, organized, and meaningful. Initial training is on an individual basis and includes reading background information and meeting with the director of the lector ministry for practice and coaching prior to serving as a minister. Lectors are scheduled on Sundays, Holy Days, special occasions, and weekdays. A lector can expect to be scheduled to a weekend liturgy about 2-3 times per quarter.

SACRISTAN MINISTRY
Barb Valentic
(313) 378-1844
bvalentic@gmail.com

The Sacristan’s role is to set up for the Mass by setting out the necessary items for the celebration. After mass, they clean the vessels and purificators. During weekday Masses, when there are no altar servers assigned, they also fulfill the role of server. Anyone who wishes to serve as a Sacristan will be given a detailed set of instructions as well as individual training.

SACRISTY & DECOR MINISTRY
Joan Louwers
(313) 882-9167
Margaret Platz
(313) 884-5417
margaret1461@aol.com

The mission of this ministry is to enhance and maintain our Church’s interior liturgical space, respecting the sanctity of this sacred place and the Celebrations of our Masses and
sacraments. Individuals and teams work together with the Pastor and the head sacristans, to plan, prepare, organize and care for various items, such as linens, banners and decorations, as well as placing flowers, plants and other seasonal décor in the Church and on the main altar and side altars. Parish adult volunteers are needed and encouraged to join this special ministry. Assistance is needed throughout the year as the liturgical calendar changes from Advent to Christmas to Ordinary Time, Lent, and Easter. Time commitments vary with the tasks that the volunteer chooses. Most daily or weekly duties take an hour or less. Preparing for the major Holy Days, such as Easter and Christmas, require many volunteers and a little more time.

HOSPITALITY MINISTRY
Patty and Dave Bodien
(313) 378-4344
davidbodien@comcast.net

The mission of the Hospitality Ministry is to promote a welcoming environment at all of our liturgical and social gatherings. We insure all who come to our parish are welcomed into God’s house. We take joy in the presence of one another. We serve in many ways, working to promote unity and community at St. Clare. We provide greeters for Masses and special events, facilitate follow up with potential new parishioners and visitors. We host new parishioner welcome receptions as well as other community-building events like the name tag Mass. Our meetings are the first Monday of every month at 7:30 PM.

PRAYER GROUPS
Intercessory Prayer
Legion of Mary
Meditation Group

Intercessory Prayer
Maryann O’Connor
(313) 881-5916
maresmail57@yahoo.com

Intercessory Prayer is repetitive and consistent prayer whereby we plead with God on behalf of others in need. We pray for the intentions of our Archdiocese, our Priests and our Parish. We pray for those intentions that are left on the parish phone line, website, those in the prayer request basket and in the Church bulletin. On a larger scale we pray for city, state, country and world situations. Who can be a Prayer Intercessor? We are not looking for perfect prayer warriors. Our prayers are simple and to the point. But if in your heart you feel called to pray for a family member, friend or stranger who is sick, hurt or troubled then maybe the Holy Spirit is calling you to Intercessory Prayer. If group prayer is not your cup of tea then perhaps you could pray for the intentions at home. As a home intercessor you would include the intentions as part of your daily prayers. However, there is something special about raising our
voices in unison to our Lord. So at least give it some consideration. We meet every Monday at 7 PM in the rectory chapel. We hope to see you soon.

Legion of Mary
Jerry Krause
(586) 757-0126
jaromekrause82@yahoo.com

The Legion of Mary is a Catholic organization of men and women aged 18 and up. We are committed to fulfill our Baptismal promises to become holy, faithful Catholics and also to bring Jesus to others. (Evangelize) We meet every Tuesday morning from 9:30 AM until 11:00 AM where we pray, talk about our faith, and our mission to spread the Good News. Besides increasing our faith we are committed to go out and do good works weekly (two hours) by visiting three local Senior Homes bringing the Eucharist, the Gospel message, praying the rosary and singing songs. We always go in pairs. We also have an Auxilliary Membership if you cannot actively participate. Legion pamphlets are on the tables in the back of Church with more information.

Christian Meditation
Marge Zurack
(313) 884 - 8042
micromarge@aol.com

“The important aim in Christian Meditation is to allow God’s mysterious presence within us to become more and more not only a reality, but the reality which gives meaning, shape and purpose to everything we do, to everything we are” John Main, OSB. Meditation, known as contemplative prayer, is a prayer of silence. The task of meditation is to bring our distracted mind to stillness, silence, and attentiveness. In order to assist us to come to stillness, we use a sacred word or mantra. This silence leads us to our own center, our own heart and God. In order to support this daily personal commitment we meet as a group weekly.

We meet every Tuesday at 4 PM in the Rectory Chapel. A simple format is followed: a teaching on meditation, a meditation period, pray together and a time for discussion. The silent meditation period is the focal point and main purpose of the meeting and through it many people discover a deeper sense of Christ in their lives. All are welcome. We can also help to start you on a path to daily meditation.
The Education Commission assists, promotes and supports parishioners in understanding that the entire parish has responsibility for participating in the evangelization and teaching mission of Jesus entrusted to the Church. The commission’s responsibilities include developing, promoting and evaluating programs that address all aspects of education and evangelization in cooperation with archdiocesan and parish staffs.

The Education Commission is responsible for seeing that the parish’s teaching mission is addressed in ways that assist each individual to grow in faith throughout their life. Through the commission’s committees, it determines programs that promote and support total parish education and formation. The commission supports the parish professional staff in working toward that goal.

For more information:
Sr. Kathy at skavery@stclarem.org or (313) 647-5110
RCIA
Sr. Kathy Avery, OSM
(313) 647-5110
skavery@stclarem.org

RCIA is the Rite of Christian Initiation of Adults. This program is for adults who are interested in the Catholic Church. In the program are catechumens: those who have not been baptized and candidates: those who have been baptized in another faith or baptized in the Catholic faith with no catechesis. The Vision of the RCIA is to journey with those interested in the Catholic faith to come to know and love Jesus and the key tenets of the faith. Anyone interested in learning more about the Catholic faith, baptized or unbaptized is welcome. This group meets almost every Wednesday from 7:00 PM – 8:30 PM from August through May and Sunday mornings during the 11 AM Mass.

BAPTISM PREPARATION
Mary Lou & David Muer
(313) 300-7967
muermlm@gmail.com

Baptism is often called the “door to the Church” or the gate which gives access to the other sacraments. It is that, and much more. That is the mission of this ministry to help the parents and godparents discover the richness and the importance of the sacrament. Through a series of meetings and follow ups, prayer and study we journey with the parents of the newly baptized to discover the gift of faith and grow in a greater discipleship. Baptismal Preparation is based on a couple-to-couple ministry. We meet for a video, questions and discussion, and a tour of the Church.

MARRIAGE PREPARATION
Janet Guenche
(313) 647-5015
jguensche@stclarem.org

Rev. Andrew Kowalczyk, CSMA
(313) 647-5030
andrewk@stclarem.org

The goal of this ministry is to assist couples in preparing for a successful marriage. Becoming engaged is a big step, and all of us who work with couples during the marriage preparation process are eager to assist. We know that planning a wedding can be a very hectic time in the life of a young couple. But it is also a time for them to learn a great deal about one another and their families. As part of Marriage Prep at St. Clare, engaged couples complete a survey (Foccus) that is designed to encourage reflection on the various aspects of successful relationships.
Any person who wishes to enter marriage in the Catholic Church, and who has a former spouse who is living, needs to look at the possibility of a declaration of nullity in order to determine that they are free to marry in the Catholic Church. The fact that a couple was married before a Catholic priest and two witnesses does not necessarily guarantee that all the requirements were present to establish a full and valid marriage. Divorced Catholics may consider remarriage following a decree of nullity, commonly known as an annulment. A declaration of nullity is a decision that is made by the Church, which acknowledges that a couple never established the sacred bond of marriage. The declaration of nullity process seeks to determine whether or not there was anything that prevented these elements from being present in the relationship, despite the fact that both individuals may have entered the marriage with the best of intentions. A declaration of nullity is a religious decision that does not have any civil effect on the relationship or legitimacy of any children born of the union.

Most of the permanent deacons in the Archdiocese of Detroit are approved to act in the role of procurator/advocate. There are some lay people with special training in tribunal procedure, who are also certified to work in this capacity. St. Clare has two people who are trained Procurator Advocates for the Archdiocese of Detroit Tribunal: Janet Guensche and Deacon Richard Shubik.

Catechists are volunteers willing to share their gift of faith with children or adults. Our mission is to bring God to people and people to God. Our vision is to have all of the children and adults of St. Clare Parish in love with Jesus. We welcome those who love to work with children or adults, have a strong knowledge of his/her own faith, and participates in the activities of the Church. A catechist must be at least a sophomore in high school and have a willingness to take catechetical classes, have completed a Protecting God’s Children class and a background check through the State of Michigan. Religious Education for Children meets from September through May: Sundays from 9 AM -11:30 AM; Mondays from 4 PM - 5:15 PM;
Religious Education for Adults: RCIA program catechists meet Wednesdays from September through May, 7 PM – 8:30 PM; Faith Formation meets once a month on Tuesdays from September through May, 7:20 PM – 8:45 PM. Catechetical classes are available through the Archdiocese to those who wish to teach.

**FAITH FORMATION**

Sr. Kathy Avery, OSM  
(313) 647-5110  
skavery@stclarem.org

Tom Warnez  
twarnez@metcom-inc.com

The mission of the St. Clare Faith Formation Commission is to engage, educate, and inspire the adults of our community with a relentless variety of educational programs focused on our Faith and understanding of our mission of Jesus entrusted to the Church. In carrying out this mission, we are strengthening our community, building a culture of Christian discussion groups, practicing Christian charity, and learning how to live the Gospel in our daily lives.

Our vision is a strong, growing, diverse and vibrant Christian community that, in the spirit of humility and compassion, is focused on humbly sharing our faith and inspiring others to develop a personal relationship with Jesus Christ.

Any adult Christian man or woman who enjoys event planning, and is passionate about our mission and vision, is a candidate to join our commission.

The St. Clare Faith Formation Commission meets the second Tuesday of each month at 7:15 PM, from September through May. In addition to attending the monthly meetings, commission members routinely spend a few hours of their time developing, evaluating, promoting and coordinating programs and events.

**CREW & YOUTH**

Stephanie Carder  
(313) 378-8869  
scarder@stclarem.org

Youth Ministry at St. Clare is a place where high school teenagers gather to learn about themselves, each other and the Catholic faith; to grow as a result of what they learn and the experiences they share; and to love with the open heart of an intentional disciple of Christ. We welcome any high school teenager in the 9th-12th grades.

Regular meetings are every Sunday night from 6 – 8 PM in the youth ministry office in St. Clare School. Meetings also occur offsite in various places and on various dates for volunteering, retreats, conferences and mission trips. Want to join? Come any Sunday at 6 PM to the gazebo.
area in between the St. Clare Church and School. In cold and inclimate weather we gather inside the carport doors off of the Mack Ave parking lot.

SUMMER BIBLE CAMP
Sr. Kathy Avery, OSM
(313) 647-5110
skavery@stclarem.org

Summer Bible Camp or Bible School is a program for children from ages 4-12 who would like to learn more about the Bible and celebrate their faith in a summer setting. Our vision is to have our young people learn more about Jesus and the Bible. This program is sponsored by volunteers who prepare the materials and teach or assist in the program. Those who love to work with children or adults, have a strong knowledge of his/her own faith, and participates in the activities of the Church are welcome. Adults with special talents (music, physical activities, art, and teaching) are especially welcome to become involved. Bible Camp or Bible School is held during a week in the summer. The date is determined based on the schedule of the schools and other Bible Schools in the area.
SERVICE

St. Vincent de Paul Society | Altar Society
Choose Life Committee | Scouting | Knights of Columbus
PIC | Mercy Ministry | Garden Club | Christian Service

The Service Commission exists as a model and resource of Catholic social teaching to enable the entire parish community to put the social teaching of the Church into action. The commission empowers the members of the parish to fulfill the Church’s mission of love, justice, freedom and peace under the mantle of evangelization by communally responding, in an organized way, to societal and individual needs. The commission creates and promotes programs that address human needs and achieve justice, whether locally or in the broader communities of vicariate, region, archdiocese, state, nation and world.

For more information:
Mike McDevitt at mmcdevitt@stclarem.org or (313) 647-5025
St. Vincent de Paul (SVdP) is a Catholic, lay ministry of men and women who offer person-to-person service to those in need. We offer financial or material assistance, as well as a listening ear, a helping hand or an understanding hug. A core of spirituality, charity and justice unites Vincentians in seeking relief from need and promoting systemic change. At St. Clare of Montefalco, the SVdP conference holds a monthly meeting for approximately 90 minutes on the third Tuesday of the month. Throughout the month, as their personal schedules allow, Vincentians are actively engaged in long-term initiatives such as home visits, energy assistance, and food pantry as well as a variety of short term projects. SVdP welcomes everyone interested in participating. Members may be involved on a regular, occasional, or per-project basis.

Altar Society ministry is based on four principles: service, spirituality, social and sisterhood. Our mission is to engage in activities which reflect the principles of our Catholic faith. It is the ministry for all women of the parish, mothers and daughters. We meet on the first Monday of the month following 8 AM Mass and Devotions.

The mission of the Choose Life Committee is to protect the lives of human beings from conception to natural death. Members are involved in prayer, education, fundraising, and other activities to support the mission of recognizing the value of human life.

Scouting Troop 399 (Venture Crew 399) has had many boys make rank of Eagle Scout in its history. The Troop Leaders and boys decided to create a
The Knights of Columbus is a Catholic Family Fraternal Organization. Principles of the Order are Charity, Unity, Fraternalism, and Patriotism. Foremost our primary principle is charity. We are in solidarity with our Bishops and Priests. We have programs involving Church, Community, Council, Family, Youth, Pro Life, and Vocations. Things we do at St. Clare: Dinners, Breakfasts, put up Christmas lights and manger, help with Oktoberfest, special projects, donut socials, Light Up For Christ Celebration and Tootsie Roll Drive. Requirements to join us: Men aged 18 and over.

Knights of Columbus provide a practical Catholic application of your Catholic Faith in action. Members advance through 1st, 2nd, and 3rd Degrees. Each Degree will explain the Order and our works.

The St. Clare P.I.C. Committee was created in November 2007 by a group of individuals interested in improving parish-wide commitment to St. Clare Church by offering events to stimulate: **Participation** in worship, service and social events, with the hope that this would then lead to increased **Involvement** in events as well as with other Commissions on the Parish Council, and create life-long **Commitment** to St. Clare of Montefalco Parish. "...We see ourselves as a talent-training pool for Church leadership roles. Those who join are expected to engage in spirit-building and fundraising activities with PIC. We are the natural place for a parishioner to start getting involved in St. Clare that doesn’t have previous experience or knowledge of the Parish."

We meet five or six times a year to plan events such as Coffee House, Super Bowl Party, St. Patrick’s Day Party and Oktoberfest.
MERCY MINISTRY

Bereavement Ministry
Stephens Ministry
Ministry of Care

Bereavement Ministry
Sue Buckley
(313) 770 – 7338
bereavementministry@stclarem.org

The Bereavement Ministry was established to provide a welcome environment of support and direction for the family and friends of the deceased the day of the funeral service. Members of the ministry act as greeters at the doors prior to the service. Members may also be trained as altar servers to assist the celebrant during the Funeral Mass. Our goal is to remove as much stress and anxiety the family may be feeling by guiding them through what to expect as the service unfolds, ensuring everyone that has a role in the service knows what to do and when, and assuring them we are here to serve them and provide a beautiful Catholic service for their beloved deceased family member. We welcome all parishioners, high school age and older. The schedule is contingent on when a service is needed, with the average being once a month. When joining the ministry volunteers are asked which days of the week work best with their schedule and are only contacted on those days. Training is provided to new ministers on an individual basis. Once a year a group meeting is held to review process and procedures. Funeral services usually are scheduled for 10:30 AM, with family visitation beginning at 10 AM. Ministers are asked to arrive at 9:50 AM to be prepared for the arrival of guests at 10 AM. Ministers stay for the service. Total time commitment is usually about 2 hours.

Stephen Ministry
Sue Buckley
(313) 770 – 7338
smvgb@hotmail.com

The Stephen Ministry Program is scheduled to begin at St. Clare in the Fall of 2017. It is the one-to-one lay caring ministry that provides high quality, confidential, Christ-centered care to people who are hurting. It is not counseling or therapy. The Stephen Minister is there to listen and support a fellow parishioner as they journey through a difficult situation, whether it is the loss of a loved one, a health crisis of their own or someone they love. The Stephen Minister “walks” with them on the journey. Stephen Ministry Training is open to anyone over the age of 18 years old. Stephen Ministers attend a series of classes over a 7-month period held here at St. Clare, to develop skills to assist them in this ministry. Once the training is complete, the Stephen Minister is paired up with a care receiver and the two of them determine their meeting schedule. The time commitment is one hour per week.
Ministry of Care
Patricia Radnick
(313) 885-5210

This is a ministry to the homebound or those confined to a nursing home. It may include former parishioners in retirement homes. Eucharistic ministers take Holy Communion to the homebound at their own convenience or that of the homebound. There are some parishioners who just visit those who cannot get to Mass. Two Masses a year are offered especially for the sick of our parish. Those who are homebound are called to see if they want to attend and if they need transportation. A simple luncheon is served afterwards. This ministry would participate as well. In addition to those bringing the Eucharist, this ministry would include regular visits, and/or calls to the homebound. If someone is hospitalized and would like a prayerful visit, this ministry would be ready to oblige.

Garden Club
Dave & Patty Bodien
(313) 378-4344
davidbodien@comcast.net

The Garden Club at St. Clare is Parishioners who volunteer their time to care for the grounds of our Church and school. We clean beds and plant flowers in the spring, maintain the gardens in the summer and clean the beds in the fall. We also maintain the planters on the front steps of the Church and in the parking lot as well as the wreaths that hang on the doors during different seasons of the year. The Garden club also has a group of individuals who either water our flowers on a rotating schedule or who have “adopted” a garden area for the season, meaning they maintain an area after planting has taken place by pulling weeds and watering as necessary. Anyone who likes to garden or who likes to see the grounds at St. Clare come to life are welcome. We meet three to five Saturdays throughout spring, summer and fall to clean and plant. Otherwise work is done independently and on your own time. If interested in being on the head committee we meet 3-4 times a year to discuss plans and present ideas for growth.

Christian Service
Bill Harrington
(313) 881-1861
genesus@aol.com

Mike McDevitt
(313) 647-5025
mmcdevitt@stclarem.org

The responsibility of the Christian Service Commission is to respond to Catholic Social Teaching through direct services of human need in the St. Clare parish community and beyond. Our focus is on the seven
themes of Catholic Social Teaching:
- Life and dignity of the human person
- Call to family, community and participation
- Rights and responsibilities required for human decency
- Needs of the poor and vulnerable
- Dignity of work and rights of workers
- Solidarity
- Care of God’s creation

The CSC creates, promotes and co-ordinates programs and activities that address some or all of these seven themes.

Christian Service oversees many events and initiatives throughout the year:
St. Leo Lenten Meals for Needy and Homeless: Organize food preparation, delivery and serving of over 700 meals during Lent.
Operation Rice Bowl: Promote, distribute and collect rice bowl funds that support overseas Christian Relief Services.
Baby Shower: Collect baby clothes and infant goods for Pregnancy Aid.
St. Joseph Manor Christmas Luncheon: Provide gifts and Christmas songs to the residents of this assisted living facility.
Warm Hearts. Warm Hands: Collect funds and provide hand warmers to homeless at St. Aloysius and St. Peter & Paul Warming Centers.
Simple Supper: Organize Lenten Monday Soup meals in Church social hall.
Boots and Coats Collection: Support Capuchin Soup Kitchen with boots and coats at the beginning of winter.
Neighbors Helping Neighbors: A total parish activity that engages in a major community/neighborhood undertaking, i.e., rebuilding a family home and providing mentoring support.

There are several ways to serve on the Christian Service Commission which meets one day a month. There are opportunities to serve as a support source by assisting in the execution of programs (no meetings required) Assist in the creation, development and execution of specific targeted programs that come up during the year (Missions, Social Justice, Right to Life). Be a Christian Service creative idea and energy resource for Parish community programs that should be considered.
As Christian stewards, we receive God’s gifts gratefully, develop them responsibly, share them lovingly with others, and return them with increase to the Lord. Knowing this, the groups under Stewardship strive to be accountable and responsible to the parishioners for the gifts they share with the parish. This includes planning and implementing programs that encourage parishioners to participate in and financially support St. Clare Parish. These groups work with the Pastor, Pastoral Team and Parish Pastoral Council to assist the parish in fulfilling its mission and purpose.

for more information:
Suzie Frazer at sfrazer@stclarem.org or (313) 647-5022
The Business Office performs administrative functions in support of the Pastor and Pastoral Team. The office stewards the physical, financial and personnel resources of the parish and enables other ministries to function effectively. Assures the maintenance of the financial bookkeeping system for the parish and school, including accounts payable, payroll, budgeting and financial reporting. The Business Office helps the parish fulfill its mission and purpose. Staffed by the Business Manager, the Business Office, located in the school, is open Monday through Thursday from 8 AM – 3 PM.

Bonanza is an annual fundraiser raffle for St. Clare Parish that takes place each spring and helps to support our Parish, School, and Religious Education programs. Ticket sellers are grouped into teams with each team having a captain. Tickets are sold for eleven weeks beginning on Super Bowl Sunday – the first Sunday in February. Each year 34 winners are selected during 10 multiple drawings, with a top prize of $10,000. Bonanza sellers also win prizes. If they are the sellers of winning tickets, they receive a check for 10% of the amount of the winning prize (over and above the winner’s prize). Additionally, three Seller’s Drawings for $50.00 are held at each of our two “Ticket Return Meetings” in an effort to encourage sellers to return their sold tickets early. Since our State License stipulates that all tickets must be accounted for, we ask that all unsold tickets also be returned before the Grand Prize drawings take place. In all, prizes totaling $37,425 are awarded each year! If you would like to join the Bonanza team to sell tickets, please contact Bob or Tim.

The mission of the money count teams is to ensure the accurate accounting of all Sunday collections donated to St. Clare Church. Open to all active St. Clare parishioners, money counters should be organized and have great attention to detail. There are four teams that rotate on a weekly basis. They count on Sundays after 9 AM Mass and occasionally on Monday mornings.
Each year, by sharing the blessings God has given us, countless people can enjoy the fruits of the work of the Central Services departments of Communications, Development and Stewardship, Evangelization, Catechesis and Schools, and Parish Life and Services. The CSA also helps to support Sacred Heart Major Seminary and the Metropolitan Tribunal. When we make our annual pledge to the CSA, we join with all of our sisters and brothers in Christ throughout the Archdiocese of Detroit to do the work that no one individual can do.

As members of the Archdiocese of Detroit, we have a responsibility to keep our local Church vibrant and service oriented. So we graciously accept a yearly challenge to meet our parish target. The Parish target is set by the Archdiocese of Detroit using a Formula based on our Sunday Offerings. Parishes that exceed their CSA targets receive the excess funds, without archdiocesan assessment, as refunds for parish programs and projects. Parishes that do not meet their targets must pay the uncollected amount from their operating expenses.

The mission is to communicate the vision of St. Clare Parish and encourage each person’s spiritual journey and financial participation in reaching that goal. Open to all active St. Clare parishioners. The campaign team should be filled with people who are highly committed to the vision of St. Clare. Additionally, they should be skilled leaders who can successfully lead the project with excitement about bringing growth, change and improvement to St. Clare. There is no on-going campaign at this time.

This committee assists the Parish Finance Council in maintaining an accurate understanding of the condition and maintenance needs of the parish facilities and makes recommendations to properly maintain and improve the condition of these facilities. Open to all active St. Clare parishioners. Committee members should have a background in plant management, maintenance, architecture, building construction or engineering. Meetings are held four to five times per year.
The Parish Finance Council assists the Pastor in being an effective administrator of the parish temporal goods in order to accomplish the mission and goals of the parish. The Council consults with the Pastor in the administration of parish finances, budget, parish facilities and long-range financial development. The Council also collaborates with the Parish Pastoral Council in the accomplishment of the pastoral priorities.

Members are appointed by the Pastor. Members are fully initiated, active, practicing Catholics in good standing and members of the parish. They have experience in the areas of accounting, finance, administration, budgeting, property management, human resources or civil law.

Meetings are held the third Tuesday of most months at 7:30 PM in the second floor office. No meetings are held in June, July, August and December.
The mission of St. Clare of Montefalco Catholic Schools is to be a Gospel presence in our diverse community and provide opportunities to develop each child’s God given talents.

for more information:
Geoffrey Fisher at gfisher@stclarem.org or (313) 647-5129
St. Clare of Montefalco Catholic School offers a rigorous academic and Catholic environment for students in grades K-8. The school offers numerous extracurricular activities including athletics, drama and forensics. The children receive an education of body, mind and spirit. St. Clare offers small class sizes to reach each child’s individual needs all within the confines of our diverse parish school.

The St. Clare of Montefalco School Commission seeks to be an avenue of advice, communication and support among School parents, students and administration. The Commission acts as a liaison between the School and the Parish administration and represents the interests of those dedicated to a successful School program. The Commission counsels, confers with and advises the Pastor and School Principal. The Commission develops and defines long-term goals and policies regarding the operation of the School in collaboration with the Pastor, School Principal and the Archdiocesan School Office. The Commission’s work is guided by the School Mission and lead by a strong commitment to present the students with a Gospel presence while welcoming and encouraging a diverse student body and providing the best opportunities within its means to develop each child’s God-given talents.

The PTO is a committee of the School Commission and is open to all school families. The primary responsibility of the PTO is to provide fundraising for the school and to support the mission of the school. The two biggest fundraisers of the year are the used book sale and the auction. If you are interested in helping with either of these please contact the school office.

The mission of St. Clare Cooperative Nursery School is to provide a quality first school experience to families in the area who want to actively partici-
pate in their child’s early education. We strive to provide a safe, loving and nurturing environment where teachers, parents and children work, play, learn, grow and discover together. In session September through May, Mondays, Tuesdays and Thursdays. For children ages 3 (by September 1) and 4 years old.

ATHLETICS
Bob Conway
(313) 882-6369
bconway@abm.com

St. Clare athletics has a rich and proud tradition in a variety of sports. St. Clare participates in the Archdiocese of Detroit Catholic Youth Organization. The wide variety of sports that are currently offered at St. Clare of Montefalco are as follows:

Fall Sports
Volleyball for girls grades 5 - 8
Soccer for girls grades 5 - 8
Soccer for boys grades 5 - 8

Football, tennis and cross country are offered under the St. Clare umbrella at other schools.

Winter sports
Basketball for girls grades 5 - 8
Basketball for boys grades 5 - 8

Instructional basketball for boys and girls grades 3 -4. This is not CYO sanctioned but a wonderful opportunity to learn to play the game properly in a faith - based setting.

Spring sports:
Track & Field boys and girls grades 3- 8
Softball for girls grades 5 – 8
Baseball for boys grades 5 - 8.

To be eligible to participate in CYO athletics at St. Clare of Montefalco you must attend our fine school or be a baptized Catholic attending a recognized Religious Education program. The most common being St. Clare, St. Ambrose or St. Philomena. You must also be an enrolled member in a parish.

St. Clare is rightly proud of its facilities. The gymnasium is a beautifully built structure that is wonderfully maintained by the Athletic committee. The athletic Committee is always looking for new members and coaches for our teams.