

SCHEDULE OF CLASSES

Class is held every Wednesday beginning with the first week of September and ending the first or second week of May, unless otherwise noted.

Class begins at 6:30 pm. Students are expected to be in their classroom at this time for attendance and prayer. Doors will generally be open to the students by 6:15pm. Students are to remain in the center hallways until their teacher is present.

Class will dismiss at 8:00pm. Parents or an older sibling should accompany first and second grade students from their classroom.

If the Public School is cancelled because of severe weather, YFF classes are cancelled for that evening. In case of unexpected severe weather, listen to WCXO 96.7 FM or WILY 1210 AM for cancellation.

MONTHLY MASS

We will be attending mass on the 2nd Wednesday of each month. Mass is at 7:00. Students are to report to their classroom and then walk to church as a class. Parents are STRONGLY ENCOURAGED TO ATTEND.

Students will be sitting in the center sections with parents on the outer pews. Parents of the 1st & 2nd Graders are asked to sit closer to the front for their child to find them easily after mass.

Students are encouraged to dress appropriately for church. The following clothing would be considered inappropriate.

- Shirts with writing or phrases on the front
- Shirts too short; that don't meet the waistband of pants/skirts
- Low cut necklines, spaghetti strap tops or tank tops
- Short skirts or shorts (consider length when bent over)
- Fringed shorts or cut up jeans
- Athletic attire (as in sports shorts & shirts)

Bottom line: If you hesitate when asking if this outfit is inappropriate for church, chances are that it is. Error on the side of caution.

ATTENDANCE

Students and parents should make every effort to keep absences and tardies at a minimum. However, if a student must be either absent or tardy, **THE PARENT IS EXPECTED TO MAKE A PHONE CALL TO THE RELIGION TEACHER OR THE COORDINATOR AND PROVIDE A REASON FOR THE ABSENCE.**

EXCUSED ABSENCES: Teacher or Coordinator is notified of student's absence prior to class. Upon notification, the student will be excused from class. All classroom material will be made-up the following week after returning to class. No more than **THREE EXCUSED** absences are allowed per semester.

UNEXCUSED ABSENCES: Any time a student is not in class without notification by the parent or guardian. Unexcused absences will not be tolerated. Parents should not assume the religion teacher has knowledge that a student was absent at District 12 because a classmate says so. Classmates are not considered parents or guardians. All classroom material will be made-up the following week after returning to class.

SACRAMENTAL GRADES

Students preparing for First Reconciliation, First Communion and Confirmation are allowed **TWO ABSENCES FOR THE YEAR.** If they have more absences, a conference will be held with the parents, teacher and Coordinator to determine if they will make the sacrament.

ATHLETICS, BAND AND EXTRACURRICULAR ACTIVITIES

If a student is playing in the game, pep band or participating in a school club (i.e. Scholar Bowl), it is considered an excused absence. Students attending games as spectators or participating in non-District 12 sports (i.e club/town sports) are not excused absences.

Please remember to call the teacher for D12 Sports and activities. We aren't always aware of their extracurricular activities.

An excessive number of absences (excused or unexcused) will warrant a meeting with the student, parent, teacher, Coordinator, and possibly Parish clergy.

CLASSROOM EXPECTATIONS

While we understand the students have been in a classroom all day, we still expect them to act according to standard classroom rules as they do in during the school day.

- NO FOOD, DRINKS OR GUM unless for a special occasion or teacher permission.
- NO CELL PHONES, IPODS or similar electronic equipment .
- Bathroom visits should be done prior to class time.
- Items are NOT to be borrowed, disturbed or removed from a student's or teacher's desk.
- Arrive on time, ready for class.
- Behave in a kind, courteous and respectful manner to each other and teachers.

CONSEQUENCES OF BEHAVIOR

1st Warning — Personal warning to the student by the teacher.

2nd Warning— A Notification of Warning will be sent home for the parents to sign and return to the teacher.

3rd Warning—Student is removed from the class for the remainder of the evening and sent to Coordinator. A Notification of Warning will be sent home for parental signature and returned to the teacher. Depending on the issue, the parent may be contacted by the Coordinator. Student will be expected to complete any missed class work.

4th Warning—Student is removed from the classroom for one week and spend the class with the Coordinator. A Notification of Warning will be sent home for parental signature. Student will be expected to complete any missed class work. Student will not be allowed back into class until parents meet with teacher and program Coordinator. Parent may be asked to attend class with the student.

Parents have the right to talk with the Coordinator or Pastor regarding any disciplinary actions. The final decision of any/all disciplinary actions will be made by the Coordinator and Pastor.

REGISTRATION

Families registering their children in our program should be registered parishioners of St. Anthony, St. Augustine or St. Dominic parish and need to become active participants in that parish. **Parish involvement is a family responsibility and weekly attendance at Sunday Mass is required to foster the faith taught in the program.**

Students must renew their commitment & registration on a yearly basis. Registration for next school year will be held every April 1st to July 1st to insure the correct number of books are ordered for the next year.

The fee for the religion program is \$60.00 per child, per year; not to exceed \$140.00 per family. The fee is payable at the time of registration. A payment plan can be established for families if necessary. If a family cannot afford to pay the fees, they should contact their pastor so that appropriate arrangements can be made. Under no circumstances will any child be denied in the Youth Faith Formation program for financial reasons.

If not registered by the closing date (July 1st), a late fee of \$10.00 will be added to cover additional postage for books. *Students receiving First Reconciliation, Eucharist, and Confirmation will be required to pay additional fees for class materials.* Out-of-parish families are required to pay an extra \$50.00.

Any students not baptized at St. Anthony, St. Augustine or St. Dominic parish, MUST present a copy of their Baptismal Certificate to be kept on file with the parish. If a student has not been baptized, the family should meet with their pastor to make the necessary arrangements.

MISSION STATEMENT

St. Dominic, St. Augustine & St. Anthony's Parish Religion Program was developed to **ASSIST** parents in providing a Catholic faith foundation for the children of the parishes who attend the public school. Their faith journey will be patterned on the life of Jesus Christ and on Catholic values including worship/prayer, service, morality/social justice, and our Church's history from the New and Old Testaments.

This religious education program will be experienced using a systemized approach over an eight year period. The students will be prepared for the sacraments of Reconciliation, Eucharist, and Confirmation, as well as involvement in the parish ministry .

PARENTAL EXPECTATIONS

PARENTS, by word and example, are the PRIMARY EDUCATORS of our children in their Catholic faith. Providing a Catholic foundation in a Youth Faith Formation program and supporting such a program is your Baptismal promise to your child. For this reason, it is imperative that there be a concerted effort and commitment by both parents and students to the program. It is expected that students and parents will attend and participate in Mass on Sundays and Holy Days of Obligation, as well as all the sacraments. Students should be encouraged and supported by parents to actively become involved in their parish.

Expectation and behavioral requirements are outlined in this Policy Handbook, as follows.

SACRAMENTAL REQUIREMENTS

The requirements to receive the Sacrament of the Eucharist are:

- **The child must be baptized.**
- **Two years of consecutive attendance in YFF classes or religious instruction.**
- Ability to recite the Act of Contrition
- Participate in the First Reconciliation service.
- Understand the parts of the mass.
- Make a banner for their First Communion Mass

For Confirmation:

Three years of consecutive attendance in YFF classes or religious instruction are required; PLUS the following.

- 6th Grade Lead the Rosary before mass in their parish.
- 7th Grade Participate in parish-based church service.
Perform 15 hours of service
- 8th Grade Write a letter to the Bishop
Attend a retreat (Parish or Diocesan sponsored)
Participate in parish-based church service.
Perform 15 hours of service

In addition, parents will be required to attend a meeting regarding the Sacraments. The date will be announced when set.

PROGRESS REPORTS

Progress reports may be sent home on the last class before the Christmas break and at the end of the year. Each student will be evaluated on classroom participation, classwork, attendance and understanding of classroom materials. The final progress report (if any) will reflect promotion to the next grade level.

PROMOTION

A student failing the required material, outlined in the previous paragraph, WILL NOT be promoted. A student not promoted by the school system may or may not be promoted in the YFF Program. This situation will be handled on a case by case basis. If a student is not promoted, the parent has the right to discuss the situation with the teacher and Coordinator. The final decision will be made by the Coordinator and Pastor.

**PARENTAL OBLIGATIONS TO
THE YFF PROGRAM**

- ◆ **Live your faith** by example every day.
- ◆ **Practice your faith** by attending church on the weekends.
 - ◇ St. Anthony: Saturday 5:30 pm
Sunday 8:30 am
 - ◇ St. Augustine: Saturday 4:00 pm
Sunday 10:00 am
 - ◇ St. Dominic: Saturday 5:30 pm
Sunday 8:00 am, 11:00 am
Children’s Liturgy: 11:00 on
4th Sunday of the Month
- ◆ Help engage your child in parish responsibilities (i.e servers, lectors, choir, bring up Offertory gifts, usher...)
- ◆ Support our staff and activities.
 - ◇ Help when making Rosaries and banners.
 - ◇ Join us for group services in the classroom i.e. Living Rosary, Stations of the Cross, and Advent Service .
 - ◇ Attend monthly YFF mass
 - ◇ Attend YFF Reconciliation service—2 times a year
 - ◇ Attend parish services when the YFF is participating i.e Stations of the Cross, Catechetical Sunday, leading the Rosary etc.
- ◆ Please pick up your child on time.
 - ◇ Your child worries if you aren’t there on time.
 - ◇ Try to park in the same spot/area each week to avoid children running into traffic looking for you.
 - ◇ In most instances, staff members come to class straight from work and are just as anxious to get home as you.
- ◆ Make sure your child is dressed appropriately for mass.

RELIGIOUS EDUCATION ADMINISTRATION

Fr. Patrick Peter	St. Dominic
Fr. Chuck Tuttle	St. Augustine/St. Anthony
Deacon Bob Lippert	St. Augustine/St. Anthony
Deacon Linus Klostermann	St. Dominic
Darlene Menietti	YFF Coordinator

2013/2014 STAFF

1st Grade	Claire Ann Ksycki
2nd Grade	Janice Gebke
3rd Grade	Katie Siefker
4th Grade	Karen Garland Corinna Roeckenhaus
5th Grade	Angie Wiegman
6th Grade	Darlene Menietti
7th Grade	Amber Pruitt
8th Grade	Katie Robben
Teacher Aides and Substitutes	Kay Schlarmann Shirley Schlarmann Maggie Bedard Celia Kannell
Admin. Asst.	Susie Holthaus Kori Voss

COMMUNICATION

Communication is **KEY** to any successful program, corporation or organization. Remember it is a two-way street. We will try our best to keep you informed of changes to the school calendar and classroom activities through classroom notes, parish bulletins, the Facebook page and the St. Dominic website. In return, I hope you will keep us “in the loop” of any D12 activities (i.e. Opportunities for our 7th & 8th Graders to earn Community service hours, activities that may conflict with YFF class or parish obligation).

If you have any classroom issues or questions, your child’s teacher should be your first conversation.

If you have any program issues or questions, I will always try to be available to talk to you, either before or after class. You can also contact me at 526-2480 or by email at dmenietti@charter.net.

Darlene Menietti

PARISH INFORMATION

St. Anthony Parish 618-227-8236

Street Address: 451 W. 3rd Street
Beckemeyer, IL 62219

Mailing Address: P.O. Box 305
Beckemeyer, IL 62219

St. Augustine Parish 618-526-4362

Street & Mailing Address: 525 S. 3rd Street
Breese, IL 62230

Website: www.saintaugustinebreese.org

St. Dominic Parish 618-526-7746

Street & Mailing Address: 493 N. 2nd Street
Breese, IL 62230

Website: www.saintdominicbreese.org

St. Anthony, St. Augustine, St. Dominic

Youth Faith Formation Religion Program

**2015-2016
Policy
Handbook**

**YFF Campus
493 N. 2nd Street
Breese, IL 62230**