

2017 ~ 2018
St. Genevieve's Catholic Church
Faith Formation Program
Family Handbook



*It is our mission that St. Genevieve's Faith Formation ministry
will strengthen the moral, social and spiritual character
of our faith community.*

*It is our prayer for all to develop a
better understanding and increased love of the Lord
through our journey of faith.*



St. Genevieve is the patroness of Paris, France. She was born just outside the city in 422, and when she was seven years old, she met St. Germanus, who foretold that she would be a saint and do great things. At the age of fifteen, she took a vow of virginity and accepted the veil of the Spouses of Christ. She is said to have had the gift of being able to read consciences and then advising people about their lives. When the Franks besieged Paris, St. Genevieve devised a plan to feed the city and thus saved it. Again, when Attila the Hun was marching on Paris, St. Genevieve kept the people from fleeing by promising that Attila would never enter Paris. When the invader turned his army and by passed Paris, marching toward Orleans, where he was defeated by the Romans and Franks, the people of Paris attributed their salvation to her prayers. She died in 512 and church where

she was buried was given her name. Her relics were lost in the anti-Catholic French Revolution and her great church was renamed the Pantheon.



John the Baptist was the son of Zachary, a priest of the Temple in Jerusalem, and Elizabeth, a kinswoman of Mary who visited her. He was probably born at Ain-Karim southwest of Jerusalem after the Angel Gabriel had told Zachary that his wife would bear a child even though she was an old woman. He lived as a hermit in the desert of Judea until about A.D. 27. When he was thirty, he began to preach on the banks of the Jordan against the evils of the times and called men to penance and baptism "for the Kingdom of Heaven is close at hand". He attracted large crowds, and when Christ came to him, John recognized Him as the Messiah and baptized Him, saying, "It is I who need baptism from You". When Christ left to preach in Galilee, John continued preaching in the Jordan valley. Fearful of his great power with the people, Herod Antipas, Tetrarch of Perea and

Galilee, had him arrested and imprisoned at Machaerus Fortress on the Dead Sea when John denounced his adulterous and incestuous marriage with Herodias, wife of his half brother Philip. John was beheaded at the request of Salome, daughter of Herodias, who asked for his head at the instigation of her mother. John inspired many of his followers to follow Christ when he designated Him "the Lamb of God," among them Andrew and John, who came to know Christ through John's preaching. John is presented in the New Testament as the last of the Old Testament prophets and the precursor of the Messiah. His feast day is June 24th and the feast for his beheading is August 29th. www.catholic.org/saints/saint.

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Statements in this handbook are subject to amendment. The Faith Formation Office will keep you informed of any changes that take place.

WHAT IS FAITH FORMATION

Faith Formation is a term that includes all the components of the vision and mission of St. Genevieve's parish. This process begins at birth and ends with death. The main objective is to bring all the participants into a closer relationship with Jesus Christ. This is accomplished through prayer and worship, interaction with others (both peer and intergenerational opportunities) awakening an awareness of the need to reach out beyond oneself and immediate community and instruction in the basic teachings of the Catholic Faith which flows from Scripture and Tradition.

Why not Religious Education? CCD? Catechism?

Religious Education implies traditional classroom instruction information only. CCD is an acronym for Confraternity of Christian Doctrine. This is a specific organization that has written materials for use in instruction. Catechism class reminds us of the times when our source of instruction was strictly through memorization of a book of questions and answers.

Religious Education, CCD, Catechism and Faith Formation Are all specific terms that mean different things. Religious Education describes a more limited process than the birth through death focus of a Faith Formation Program. Faith Formation includes and encourages spiritual growth and expressions for all ages. Faith formation takes place in class, in church, at home and in the larger community.

What is Catechesis? What is a Catechist?

Catechesis (Greek) means, "to echo the Gospel." We read in paragraph four of the Catechism of the Catholic Church, "Quite early on the catechesis was given the totality of the church's efforts to make disciples, to help men believe that Jesus is the Son of God so that believing, they might have life in his name..." A catechist then is one who echoes the Gospel. As people involved in forming the faith of those in the community we are indeed echoing the message of Jesus Christ as it is brought out to us through Scripture and Tradition. To **catechize**, then is to pass on that message in a manner that is consistent with the vision and mission of Faith Formation.

St. Genevieve's Faith Formation Mission

It is our mission that St. Genevieve's Faith Formation ministry will strengthen the moral, social and spiritual character of our faith community. It is our prayer for all to develop a better understanding and greater love of the Lord through our journey of faith.

Faith Formation Covenant

Jesus Christ has entrusted parents, families and the parish community with the sacred duty of forming the faith of young people. Faith Formation is most effective when it is a partnership of all who influence the development of a relationship with God and a commitment to living this relationship in the world.

We desire to support and help you, entering into a covenant with you, a mutual agreement to serve together your child/ren's need for Christian formation. Let us renew our commitment to God and to our children as we pledge:

- ✚ Sunday Mass will be prayerful, inspiring, meaningful and appropriate to parents, children, families and individuals;

Participating in Sunday Mass be a priority to us all.

- ✚ Faith Formation classes will give the opportunity for catechist and young people to teach and learn the Catholic Christian Faith, discuss Christian life and morality, study Scripture, impart our tradition and provide good adult witness;

Parents will support their child(ren) in regularly attending formation sessions and will discuss and live at home the faith and the Gospel truths explored in these sessions.

- ✚ The Parish will provide an atmosphere that witness to the Catholic Christian faith;

All members will witness to his or her faith in the way they live at home, at work, and in the community.

Mutually entering into this covenant, we sign below.

Parents

Date

Parish Representative



GENERAL INFORMATION

Registration

- Participants in the Faith Formation Program must register. Members of St. Genevieve's Catholic Church will receive priority. Registration information will be sent out in August.
- All registration and program information is available on line at www.stgens.org

Tuition

- Tuition for the 2017 - 2018 school year is \$70.00 per child with no charge for Children's Liturgy. The family maximum is \$250.00 per family. The cost of retreats is not included in tuition rates and will incur an additional fee. Families not registered in the parish may enroll children for \$100.00 per child. You must register in the parish prior to receiving Sacraments or obtain permission from your current parish to enroll.
- Financial considerations should not be an obstacle to Faith Formation. If financial difficulties arise, please contact Valerie Noll at 651-235-8627. Scholarships are available.

Classes

- **Wednesday September 20th Parent Night** - 7:00 PM at the parish Community Center. Faith Formation for 2017 - 2018 begins with a Parent Information Night. At least one parent should plan to attend this evening.
- **September 27** - Opening Mass and Ice Cream Social at the Parish Community Center for all grade levels.
- **Children's Liturgy Pre-school / Kindergarten** will participate in Faith Formation by celebrating Children's Liturgy at either the 8:30 (*St John's Site*) or 10:30 AM Sunday Mass. (*St. Genevieve's Parish Center*) Children's Liturgy is open to all and enrollment is not required
- **After School Program** Grades Kindergarten thru 5th at Faith Formation Center Wednesdays 4:15-5:30 PM
- **Evening Program**
 - (**Kindergarten - 1st Grade**) meet Wednesday at the Faith Formation Center from 6:30 – 7:45 PM
 - (**Second - Eighth Grade**) meet Wednesday at Centerville Elementary from 6:30 – 7:45 PM
 - (**Confirmation Classes**) meet on Wednesday at the Faith Formation Center from 6:30 – 8:00 PM

Emergency Faith Formation Closing

- If classes need to be canceled due to inclement weather please tune into WCCO, or call the Faith Formation Office at (651) 426-1818 or the parish office (651) 429-7937. If activities are closed in the Centennial School District there will be no faith Formation Classes.

Safety

- Mandate reporting by law such as abuses, neglect, etc...
- Permission will be obtained from parents / guardians for all youth activities away from the parish or teaching premises. If a signed Parish permission, slip is not in the hands of the coordinator when the activity is to take place the child / youth will not be able to participate. No phone calls or handwritten notes can be accepted.

Wednesday Evening --- Arrival and Departure Procedures

- **At the Faith Formation Building** Kindergarten students should be brought to their classroom by parent or parent designated drop off person. Elementary youth should go to their classroom on arrival and be picked up by their parent or designated responsible person from their classroom.
- **At Centerville Elementary** Children may be dropped off at the curb in front of the Centerville school building and they will be escorted into the school. Alternatively, you may park in the lot and bring your child into the building. If you intend to come into the school please park in the lot and bring your child into the building. – **do not park in front of the building. Do not send your child unattended through the parking lot.**
- Children should arrive between 6:20 and 6:30 PM. Upon arriving students must enter the building and proceed to their classroom
- Parents are to pick up their children after Faith Formation or arrange with someone to do so. Children will only be released to authorized parent or person designated by parent.
- Elementary students will not be dismissed to waiting cars. **Parents or designated responsible carpool drivers must park in the lot and come into the school to get children.** Students will remain in their designated classrooms until a parent or designated person comes to get them.
- Parents are invited to go to their child's classroom at 7:40 to participate in closing prayer with the class, if you do not wish to participate in the closing prayer please do not go to classroom until 7:45.
- If parents do not arrive to pick up child from classroom by 7:50, the catechist will escort remaining children to cafeteria where they will wait until parent or designated responsible person arrives to pick them up.
- For older youth at Centerville Elementary and the Faith Formation Building – youth must enter the building upon arrival and proceed to their classroom.

Tardiness / Early Dismissal

For the benefit of your child's Faith Formation as well as common courtesy to your child's class and teacher, please make every effort to be on time and to stay for the entire class time. **Early dismissals are strongly discouraged.**

- If late by more than 10 minutes child must sign in with coordinator in cafeteria.
- No child will be released **for any reason unless signed out by a parent or guardian.** A note alone is **not** sufficient. **This is for the safety of your child.**

Conduct and Disciplinary Procedures

An important element of Faith Formation is to provide children with clear guidance, give them opportunities to learn from their mistakes, master appropriate behaviors, and learn to make positive choices for themselves. Catechists (teachers), parents and our coordinators all play vital roles in this learning process.

The catechist will address the discipline guidelines with the class. The discipline guidelines will be sent home with each student. Parents and child will sign the bottom portion of the guideline form. When it is returned, the catechist will forward it to the appropriate grade level coordinator.

OUR CURRICULUM

Children's Liturgy is open to all young people preschool thru 1st grade. Pre-school students may use a variety of liturgy based materials and hands on activities to grow in their faith, following the Church Year.

Students in Kindergarten thru first grade will be using the Catechesis of the Good Shepherd - a hands on tactile approach to learning the Gospel and the faith of the Church.

Students in Grades 2 will use the **Encounter** sacramental prep program for Reconciliation and Eucharist by Our Sunday Visitor .

Students in grades 3-5 use the **Alive in Christ** series by Our Sunday Visitor with added liturgical catechesis. Books will be issued for student and parent to use at home. Classroom activities and lessons will come out of the home lesson.

Fifth grade students will receive the Break Through Bible from St. Mary's Press. They will use this throughout their faith formation program at St. Genevieve's.

Students in grade 6 - 7 will be using the **Catholic Faith Handbook** from St. Mary's Press.

Grade 8 - **Encounter** video Curriculum - Biblical overview and **Church History** by RCL

Confirmation students (*Year 1*) will be using **YOU** and the **Chosen** Curriculum From Ascension Press - this curriculum uses video, discussion and journaling

Confirmation students (*Year 2*) use **Altaration** and **Chosen** from Ascension Press this curriculum uses video, discussion and journaling

Sacrament Preparation

The Sacraments of the Church focus our attention on the great gift of Christ's sacramental presence and our call to respond in the way in which we live our lives, as people who are a sign and witness to Christ's love. Our sacramental life truly is central to our lives as Catholic Christians. Through the sacraments, we know and participate in Christ's saving love, and we are strengthened to live as Christ's people, to be a sign and witness of God's love through our actions, attitudes and thoughts. We will explore the privilege and grace of our sacramental life as we continue together.

The Sacraments are moments in which we encounter and are encountered by Christ, and through the sacraments, we are drawn nearer to Christ, prepared by the Holy Spirit to receive Christ and to allow our hearts, minds, and lives to be shaped as Christ's people.

Sacrament preparation is done to give the child and their family a sense of community, a rounder picture of what receiving the sacraments means to them, and Christ expects of them. Preparing children for the Sacraments of Reconciliation, Eucharist, and Confirmation includes attending Mass on a weekly basis. Readiness to celebrate a sacrament is determined by the following: A desire to celebrate the sacrament

- An age appropriate understanding of the sacrament
- Participation in the liturgical life of the church
- A basic awareness and growing understanding of Jesus Christ

Students preparing for Sacraments are expected to attend weekly classes as celebration of the Sacraments are communal events. A determination of readiness to celebrate the sacrament will be made by the child's catechist, parent and the appropriate faith formation coordinator, along with the Pastor.

SACRAMENTS

Sacrament of Baptism

Infant – 5 years of age: Call the Pastor (651) 429-7937

Six years of age and older: Parents desiring to prepare an older child for Baptism are asked to contact the pastor at the parish office (651) 429 -7937.

Sacrament of Penance and Reconciliation

A preparation program for First Reconciliation is offered to help parents and children (usually second grade, but open to all others) integrate their understanding of the Sacrament of Penance and Reconciliation.

Parents are required to attend a parent meetings which will help them prepare their child for the reception of this wonderful sacrament of healing and blessing.

- **October 11, 2017** 6:30 PM at the Centerville Elementary media center.
- **December 6, 2017 at 6:30 PM** Reconciliation Retreat Parent and Child at St. Genevieve Church (across from the Parish Offices)

Additional information will be sent to families with children grade two and up who have not received this sacrament for the first time.

Sacrament of the Eucharist (Body and Blood of Jesus)

First Eucharist (Communion) preparation is offered to those parents who feel their child (usually second grade, but may be older) is ready to celebrate the Holy Eucharist. Preparation begins in the January.

Materials are provided to assist parents and children in preparing for the First Eucharist. Parents and children have several opportunities to gather for learning, prayer, and celebration in addition to the regular Faith Formation Program.

Parent sessions are scheduled as follows

- **January 10, 2018** 6:30 PM at the Centerville Elementary media center.
- **February 28, 2018** 6:30 PM at the Centerville Elementary media center.
- **March 17, 2018 - 9:00 - 12:00 Saturday Retreat for Students and Parents** at the Parish Community Center

Additional information will be sent to families with children grade two and up, who have not received this sacrament for the first time.

First Eucharist is celebrated during the Easter season.

Confirmation

If you have a youth who is ready to prepare for the Sacrament of Confirmation, please call the Director of Faith Formation. **Confirmation preparation is a two year process, generally beginning in 9th grade.** Classes will begin in the fall and students are expected to participate in all class units.

Preparing for the Sacrament of Confirmation is a big step in the life of a young person. It is the final sacrament of Initiation, when a person is fully welcomed into the Catholic faith. In this sacrament, the gift of faith that a young person received in Baptism is further strengthened through the gifts of the Holy Spirit. The time of preparation is an opportunity for young people to deepen their faith relationship with Christ and open themselves to the action and strength that the Holy Spirit will bestow on them. Confirmation is committing of one's life to Christ in His Church, fully embracing God's gifts to us and using them to grow in faith and touch the lives of others.

The Code of Canon Law sets forth the following requirements:

1. Assurance must be given that the gifts bestowed can grow by authentic education in the faith and Christian life, in order to fulfill the true meaning of the sacrament.
2. The Church can respond to a request only if there is a well-founded hope that the sacraments will bear fruit.

Classes - Young people may ask to receive the Sacrament of Confirmation anytime after their ninth grade year. By asking to enroll in the Confirmation program, students are agreeing to abide by the program requirements – Living the precepts of the Catholic Church, attending Mass, attending the required classes, retreats, and completing projects that are part of the course work. At or near the completion of the Confirmation program the confirmation candidate will be interviewed.

The Confirmation Program will be set up as follows:

- 90 minute Wednesday sessions with reflection journals - Year 1 & Year 2
- Minimum of 2 student/ sponsor session - dates to be determined with Catechist
- Projects will be part of the class requirements and must be completed prior to confirmation.
- Retreats - Retreat fees **not** included in tuition (*scholarships available*)
 - ✓ one in 9th grade
 - ✓ one during Confirmation year
 - **Life in the Spirit Retreat – Weekend Retreat (required)**
- Sunday Mass Attendance and Mass journals - Year 1 & Year 2
- 2 parent / sponsor evening
- Interview
- Rite of Sending (*Saturday, May 5, 2018 4:30 PM Mass at Parish Center*)
- **CONFIRMATION** (*Sunday, May 13, 2018- 2:00 PM - Cathedral of St. Paul*) - *St. Paul MN*
- Other faith growth opportunities - *Lifeline Masses at NET Center*)

Youth are expected to interact within the community through involvement in the parish – participating in the prayer and liturgy of the community, attending and participating in parish activities, being of service in the community.

Parents and families need to be involved, witnessing and living the faith they profess to their child.

Sponsor must be a baptized catholic, at least 16 years of age, in good standing in the church, who is confirmed and regularly practices the faith and is able and willing to share their Catholic faith with the confirmation candidate. **Sponsors** may be relatives or friends (**not parents**). Baptismal sponsors are ideal because of the close connection between Baptism and Confirmation, but it is understood that this is not always a possibility.

Family Responsibilities

“Love the Lord your God with all your soul and all your strength. Never forget these commands that I am giving you today. Teach them to your children. Talk about them when you are home and when you are away, when you are resting and when you are working.” Deuteronomy 6:5-7

The faith formation of your child is a task that cannot be accomplished alone. As parents and caregivers, you are the primary educators of your children. You provide the example for your child by living your faith, attending Mass and receiving the sacraments regularly. In partnership with you, we hope to teach your children what it means to be a Catholic Christian. We are here to assist and encourage you in your God given responsibility.

- Families are expected to be active in the parish and support it in the spirit of stewardship, sharing their time, talents and treasures.
- Families are expected to offer their gifts to help in the faith formation program or with activities as needed. At least 2 X / year - (See registration form for a list of volunteer opportunities)
- Parents are always welcome to visit their child's class. Contact your child's catechist or a member of the Faith Formation staff.
- Regular attendance is essential. Excessive absences (3 or more times) or excessive tardiness may indicate a lack of priority and the grade level may need to be repeated. If there is a problem, please contact the appropriate grade level coordinator.
- In the event of an absence, please call and let us know that your child will not be there. It is the responsibility of the parent and the child to make up any missed work.
- Communication between families and the Faith Formation Office is essential. Parents will be kept informed of important information, dates, etc. through announcements at Mass, Faith Formation Newsletter, flyers and the parish bulletin. Information will also be sent home by way of your child. Please check with your child to see if they have any information to give you.
- Parents are required to attend any meetings applicable to them.

- As a parent or guardian, please inform us of any special need your child may have. Every effort will be made to include and offer services for various learning disabilities, as well as home based options for those whose particular needs we are unable to accommodate. Let us know how we can be of assistance to you
- At Centerville Elementary, no food or drink is permitted in the classrooms. This is part of the parish contract with the school. Any food or drink must be eaten in the cafeteria. **No peanuts or peanut based products at Centerville Elementary**

Youth Responsibilities

St. Genevieve's Faith Formation Program is a Catholic Christian educational community. As a member of the community, every student has certain rights, privileges and obligations. In order to protect these rights and maintain an atmosphere conducive to learning, it is necessary to develop guidelines, which all students are expected to follow. Violation of program regulations and guidelines, which infringe on the rights and privileges of others, cannot be tolerated. Specific guidelines must be followed so that each child may develop into a responsible Christian.

Expectations

- As we are modeling Christian behavior, all youth shall conduct themselves in a courteous manner with respect for themselves and others.
- Fighting, bullying, harassment or foul language will not be tolerated.
- Candy or gum is not allowed, except on special occasion and in areas noted.
- Dress is casual, but respectful. Short shorts, halter-tops or shirts advertising alcohol, tobacco products or profanity will not be allowed. If sports uniforms need to be worn, clean shoes would be appropriate. Wearing of gang colors and / or symbols is not permitted. When entering the building hats should be removed.
- All state laws concerning alcohol, drugs, and weapons will be strictly enforced.
- Youth will be responsible for reading lesson in text prior to class and bringing their Bible if requested to do so. Other needed supplies will be provided.
- If a problem arises, the catechist will handle the situation. If a problem continues, the youth will be dismissed to the appropriate grade level coordinator, who will work with the child and catechist to remedy the situation. In cases of repeated problems, parents can expect to be notified.

Discipline Guidelines

First Offense

- Catechist or assistant names inappropriate behavior and give the student a chance to make a positive choice for him or herself.

Second Offense

- Meet with the coordinator to discuss behavior and alternative positive behaviors. (Child will be asked to complete a "Reflection Sheet" and will receive a copy of the Discipline Guidelines)
- The student will be asked to discuss the "Reflection Sheet" with their parent(s), sign it, have their parent(s) sign it and return it to the appropriate supervising coordinator.

Third Offense

- *The parent / guardian is called to pick up the student and schedule a meeting to discuss a plan that will allow the child to continue in the program.*

Options:

1. The parent / guardian attends class with the student (number of classes to be determined)
2. The parent / guardian may choose, with or without the recommendation of the coordinator, to do home study with the student. Course work must be turned into the Faith Formation office as agreed upon.
3. The parent / guardian may choose to take the student out of the Faith Formation Program. However, in order to receive the Sacraments all course work must be complete.

There is also a "**Severe Clause.**" If the infraction is serious enough, (e.g. fighting, destroying property) the above system is short-circuited and the child must be picked up immediately.

Anytime a student has been dismissed, only a conference including the catechist, coordinator, child and parent(s) / guardian(s) will permit a student to return.

Major misconduct

1. All persons involved in the Faith Formation Program in any way (coordinators, youth, parents, catechists and other volunteers) are expected to respect each other and every individual with whom they are in contact through words, actions, and dress. There is to be no improper touch or use of demanding or abusive language of a racial or sexual nature. **Inappropriate behavior will be reported to the Faith Formation Coordinator(s) and / or Pastor who will then contact parents and other appropriate action will take place as required by law.**
2. All participants shall refrain from words or actions that can lead to negative / violent reactions i.e. fighting, negative verbal teasing, demeaning remarks...
3. All Faith Formation sessions will be smoke, drug and alcohol free for ALL involved regardless of where and when the sessions or activities take place. **Youth involved in any of these activities will be reported to their parents and / or guardians and legal authorities, when required. Appropriate action will take place.**

Faith Formation Office

651-426-1818

*Valerie Noll - Director of Faith Formation /
Secondary Coordinator & Confirmation -
vjnoll@stgens.org*

*Molly Wrobel - Elementary Coordinator Grades 2-5
and Sacraments (Reconciliation and Eucharist)
mwrobel@stgens.org*

*Cheri Cyzewski - Preschool thru 1st Grade Coordinator
& Vacation Bible School Coordinator
cac@stgens.org*

Church of St. Genevieve

Parish Office

651-429-7937

info@stgens.org

