

Parish of THE IMMACULATE



Parish Religious Education Handbook 2015-2016

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Greetings!

Welcome to our Parish Religious Education program at Immaculate. Our volunteer catechists, aides and support staff look forward to walking with you and your children this year on our journey which will hopefully lead us to eternal life with our Lord. I personally look forward to getting to know the students better as we share our faith and lives together.

Our jobs as catechists are to journey with, teach and guide. Your job as parents is to lead. The Catechism of the Catholic Church (#2223) states that “Parents have the first responsibility for the education of their children.” Children learn by what you say and what you do. Lead by example. I pray that you will be the best example for your child.

I want to thank Fr. Tony and the Faith Formation Committee for their support. Thanks too to the hard working catechists, aides, and support staff who volunteer their time every week to helping you educate your children in the faith. I want to thank you the parents for all you do for your children and all you will do to ensure that we have a great RE year. And of course, I want to thank God for all he has given us. All glory to Him!

If you need anything, please feel free to drop me a line, call, or come & visit. I’m here to serve you and would be happy to help.

God Bless,

Diane Willis, Director of Faith Formation
dwillis@immaculateparish.org

***Parish of the Immaculate
Mission Statement***

We, the people of Immaculate Parish are committed to the Mission of Jesus Christ and His Church. As the people of God, our Mission is:

- *To grow in knowledge of our Catholic Faith leading to a deeper understanding of life with God.*
- *To come together to love and worship God in the Eucharistic Liturgy and Sacraments that are vibrant with true Faith.*
- *To take this faith and serve God by dedicating our time, talent and treasure to live, teach and proclaim the Good News of Jesus to all people.*

We devote ourselves to this Mission through the power of the Holy Spirit and the intercession of Mary Immaculate



**Parish of the Immaculate
2516 Christie Place
Owensboro, KY 42301**

Office: (270) 683-0689
Fax: (270) 926-9016
Facebook: The Immaculate
Website: www.immaculateparish.org

Fr. Tony Jones, Pastor
Susan Belcher, Secretary
Rachael McFadden, Business Administrator
Matthew Gray, Director of Music/Liturgy
Diane Willis, Director of Faith Formation
Sr. Margaret Ann Aull, Coordinator of Pastoral Care

Office Hours:
Monday-Friday 8:00am – 4:30pm

Mass Schedule
Saturday Vigil 4:30pm
Sunday 8:00am, 10:00am
Holy Day 7:00am, 9:00am, 5:30pm
M-T-TH-F-S 7:00am
W 5:30pm
School Mass 9:00am Thursdays

Fundamentals of Faith

The Fundamentals of our faith should be taught to every child. Immaculate Parish Religious Education Program is held each Wednesday evening weekly from August to May from 6:15 – 7:30pm. This is not a sufficient time to teach everything our children need to know. We acknowledge that the parents are the first teachers of their children. We sincerely hope that the whole family will be involved, especially with the younger children, learning these fundamentals. Students are expected to learn all items for their present school grade, as well as the items listed for all previous grade levels. (This comes from the Diocesan Handbook, if you would like a copy of this just **Ask Us!**)

Kindergarten

Sign of the Cross
Prayer Before Meals
Prayer After Meals
Hail Mary

First Grade

Our Father
Glory Be
Morning Offering
Guardian Angel Prayer (Plus Kindergarten)

Second Grade

(First Sacraments)
Act of Contrition (Act of Sorrow)
Preparation for First Penance
Preparation for First Communion
Responses at Mass (Plus Kindergarten & First)

Third Grade

Seven Sacraments

Ten Commandments

(Plus Kindergarten, Grades 1 and 2)

Fourth

Apostles Creed

Act of Faith

Act of Hope

Act of Love

(Plus Kindergarten, Grades 1, 2 and 3)

Fifth

Beatitudes

Holy Days of Obligation

(Plus Kindergarten, Grades 1,2,3 and 4)

Sixth

Hail Holy Queen

Rosary (How to pray)

Mysteries

(Plus K, Grades 1, 2, 3, 4 and 5)

Seventh

Corporal Works of Mercy

Spiritual Works of Mercy

(Plus K, Grades 1, 2, 3, 4, 5 and 6)

Eighth

Precepts of the Church

Gifts of the Holy Spirit

Fruits of the Holy Spirit

Prayer to the Holy Spirit

(Plus K, Grades 1, 2, 3, 4, 5, 6 and 7)

REGISTRATION

All children of the parish and other parishes are welcomed to the Religious Education Program at Immaculate Parish. In order to maintain accurate and up-to-date information for both Parish and Religious Education records, we ask you to complete ALL forms thoroughly. All the information on the registration form is important for the catechist and the Director of Religious Education. If a child has been absent from religious education for several years, remedial instruction may be needed through testing, being put in lower grade, home schooling, tutoring or RCIA. Students will be assigned to the grade they are in school or an earlier grade if they need to make up for missed years. They will not be allowed to skip grades.

FEES

There is no fee for a child whose family is a member to attend Religious Education class. There is a \$35.00 fee for those children not from Immaculate Parish. Checks are to be made payable to Immaculate Parish. This fee is to be paid at time of registration, if possible. **NO CHILD WILL BE TURNED AWAY.** If there is difficulty paying this fee, please inform the Director and some type of arrangement will be made. If you choose, you may pay a little each week.

TEXTBOOKS

All students are provided with a textbook for their use during class time. For that reason, books are kept at school and pages may be detached from the book and sent home after the lesson is completed. The Loyola series that we use (Grades K-7) includes parental components. Your child(ren)

will come home with papers for you. Please use these to supplement their understanding of the subject taught.

SUPPLIES

Immaculate Parish will provide all necessary materials for each child. We ask that no toys, no electronic devices including lasers, game boys, iPods, or mp3 players be brought to Religious Education classes. Cell phones may be used prior to and after class, but must be powered down completely during class. Any violation of this may result in confiscation of the phone.

ATTENDANCE

The Religious Education Program at Immaculate Parish continues to grow each year. We attempt to provide every child who so desires, an opportunity to learn and grow in faith. We have 30-35 sessions per year to meet that goal. We understand that illness or exceptional circumstances can prevent perfect attendance. When absence is unavoidable, please call 683-0689, e-mail dwillis@immaculateparish.org or let us know in advance when your child(ren) will not be at class. It will also be necessary for you to make arrangements with your child's catechist to make up the missed work.

HOMESCHOOL

Parents who homeschool their children are asked to show proof of their children's work (textbook or written/oral assessments). This is to ensure that the objectives for that particular grade are covered prior to the child entering back into the Parish Religious Education Program and/or prior to the child celebrating a sacrament.

WEATHER

Sometimes it becomes necessary because of weather to cancel classes. Any cancellations will be announced on local radio stations as soon as a decision has been made. You will be called and/or emailed as soon as possible. **When either school (county or city) are out due to weather, there will be no class that evening.**

COMMUNICATION

Our parish bulletin provides current information on happenings in our RE Program. Please read it weekly for upcoming events. The bulletin is also available to read online at www.immaculateparish.org. A monthly news-letter will also be sent on the last Wednesday of the month.

USE OF ROOMS

We are asked to leave the classrooms clean and in order. We are to use only the materials that belong to us and not disturb any of the belongings of the Owensboro Catholic Middle School. **STUDENTS SHOULD NOT BRING FOOD FROM HOME OR GUM INTO THE CLASSROOMS.**

DISCIPLINE

Life as a Christian is a commitment to live by the example of Jesus Christ. This commitment includes the acceptance of students and their responsibility to respect the rights of others. The Diocese of Owensboro requires that every child read and discuss with parents the CODE OF CONDUCT for their age level and return it to their catechist.

Students are expected to attend class regularly, participate in discussions and activities, and respect their teachers and other students. In instances of extreme behavior such as (but not limited to) **abusive language, fighting, vandalism, and disrespect to the teacher or students, stealing, or leaving the premises without permission**, a conference with student, parent, parish director of program and/or pastor may result. Dismissal from the program could result if issues are not resolved.

PARENTAL RESPONSIBILITY

We expect parents to be examples of the faith by celebrating Mass every week as a family, teaching their children prayers and fundamentals of the Catholic faith, seeing their child(ren) come to Religious Education classes weekly, attending meetings and retreats regarding Religious Education, and setting an example of Christianity in their household.

PARENTAL INVOLVEMENT

As members of Immaculate Parish, we ask parents to share their time, talent and treasure with our Religious Ed Program. We ask each family to commit themselves to helping the program through action and prayer.

All volunteers who work directly with children must follow the Diocesan Safe Environment policies and complete all necessary training and background checks. Those who are non-supervisory (help indirectly) will sign the Non-Supervisory Adult Code of Conduct.

Some opportunities for volunteering include “Pray-er” (someone to listen to children’s memorized prayers), attendance (someone to check on those who are not present), or traffic (3 people to take names, help children into their cars, direct traffic).

SAFETY

The safety of our children is very important to us! All students are to enter and exit from the rear door of Owensboro Catholic Middle School. No student is to leave the building after arriving at the school. After 6:30pm the door will be locked for safety reasons. If picking up children early, please knock. When picking up your child(ren), please pull around to the back of the Owensboro Catholic Middle School (same as drop-off) and state your name to the traffic supervisor as instructed at the Orientation meeting. (See attached map.)

Throughout the year, the Director of Faith Formation will review with the catechists and students the Emergency Procedures used in regards to severe weather, fire, and lockdown.

ARRIVAL AND DISMISSAL PROCEDURES

ARRIVAL

Please enter the driveway around the OCMS/Immaculate Church campus at the south entrance. Upon entering the driveway from Christie Place, drive to the end of the second west door of the school building (facing the football field). Drive to the speed bump and stop for the passengers to unload anywhere in the loading/unloading zone. There will be an adult at the door to receive the students. This is the only door which will be used to enter the building. Students will be allowed to enter the building beginning at 6:00pm. (Class begins at 6:15pm.) Upon entering the building, students will go directly to the cafeteria for gathering. Drivers should proceed to the north exit on Christie Place.

DISMISSAL

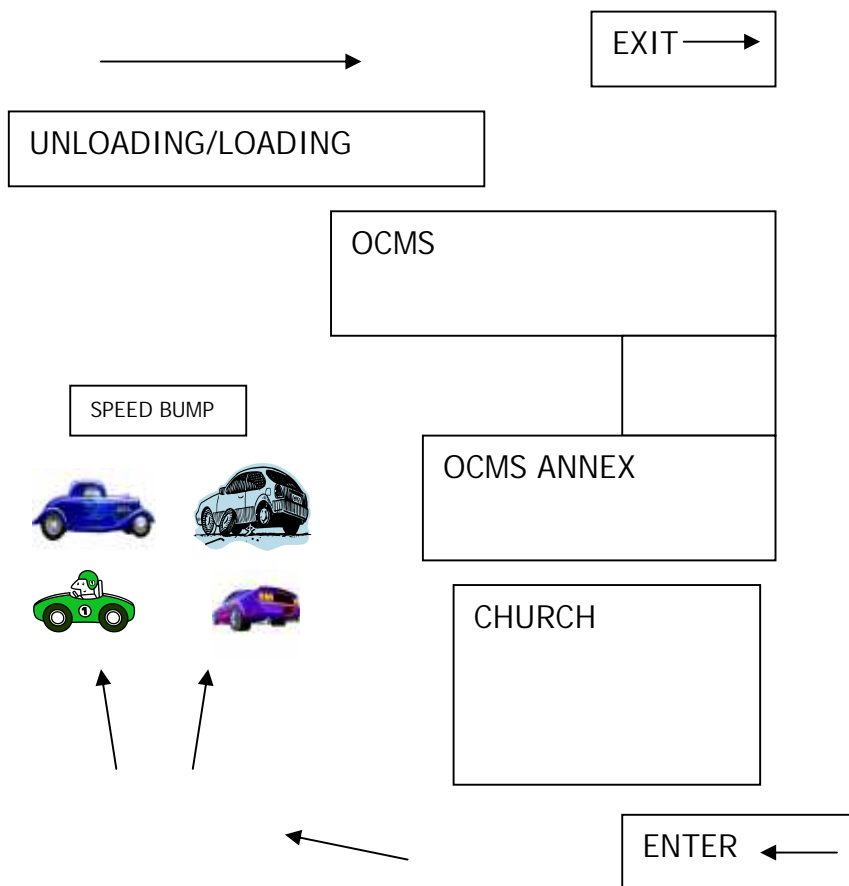
Please enter the driveway around the OCMS/Immaculate Church campus at the south entrance and park in one of the four spaces (when available) in the loading/unloading zone. After the four spaces are filled, all other cars may line up in two lanes behind the four vehicles. These two lanes may extend to but not into Christie Place. A traffic monitor will ask you to identify who you are picking up. Please do not arrive prior to 7:15. Actual dismissal will begin at 7:30pm.

At dismissal, students will line up in the hallway nearest the dismissal door. A monitor outside will get the family names to a monitor inside. A helper will assist with safely loading the students. When all four cars in the zone are loaded, a traffic monitor will signal car 1 to leave, cars 2, 3, and 4 to follow single file behind the school to the north exit on Christie Place.

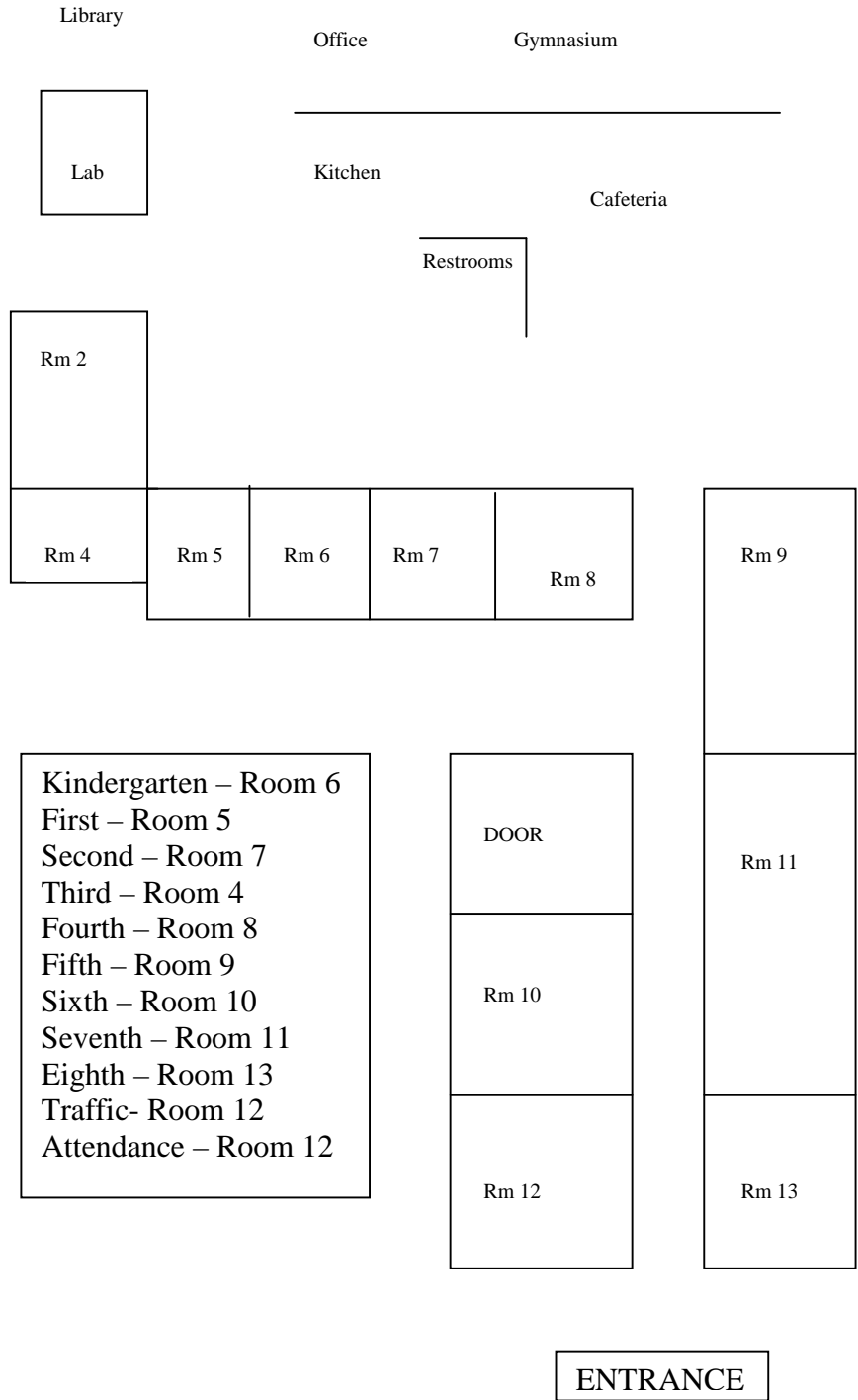
When all 4 cars have moved away, the next four cars may drive forward.

CATECHISTS/AIDES

Catechists/aides may park in the parking area behind the church and/or behind the school annex. The west school door will be the only door which will be unlocked. It will be open each evening at 5:30pm for catechists/aides only.



IMMACULATE PARISH RELIGIOUS EDUCATION PROGRAM OCMS 2015-2016



Catechist and Aides Roster

Kindergarten Catechist Kellye Danhauer
2421 E. Fourth Street
Owensboro, KY 42301
313-7060
JessCee02@yahoo.com

Kindergarten Aide Kristy Johnson
2854 Avenue of the Parks
Owensboro, KY 42303
316-6892
Kdjohnson1213@yahoo.com

1st Catechist Debbie Thompson
2429 Littlebrook Trail
Owensboro, KY 42301
485-1312

1st Aide Angie Mattingly
2016 Ottawa Drive
Owensboro, KY 42301
993-9768
Angiemat3@yahoo.com

2nd Catechist Lillian Chapman
2601 Elwood Drive
Owensboro, KY 42301
683-1694
chapmanlu@yahoo.com

2nd
Aide Bobby Zimmerman
2656 Lydia Drive
Owensboro, KY 42301
683-3185
robertkzimmerman@gmail.com

3rd
Catechist Jennifer Stevens
2915 Choctaw
Owensboro, KY 42301
859-619-7044
jrj07@hotmail.com

3rd
Aides Leslie & Karlie Dukate
3576 Cannonade Loop S
Owensboro, KY 42303
929-2677
ldukate70@yahoo.com

4th
Catechists Jason & Kira Stallings
3229 Deer Trail
Owensboro, KY 42301
315-5311
Stallingsjason@gmail.com

5th
Catechist
Susanne Story
3523 Shut Out Court
Owensboro, KY 42303
993-2001
susanne.story@southcentralbank.com

5th
Aide
Olivia Story
3523 Shut Out Court
Owensboro, KY 42303

6th
Catechist
Diane Willis
2941 Turfway Drive
Owensboro, KY 42303
316-2749
dwillis@immaculateparish.org

6th
Aide
Kathy Blue
2142 Lovell Drive
Owensboro, KY 42301
313-4903

7th
Catechist
Christie Beals
4540 Englewood Drive
Owensboro, KY 42301
993-2728
ebeals@roadrunner.com

7th
Aide Megan Beals
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Owensboro, KY 42301
314-6292

8th
Catechist Jennifer Danhauer
200 Stewart Court
Owensboro, KY 42303
315-3933
jwdanhauer@bellsouth.net

8th
Aide Becca Beals
4540 Englewood Drive
Owensboro, KY 42301
314-6292

Support
Staff Charlotte Knott
629 Chuck Gray Court
Owensboro, KY 42301
302-6553

Jennifer Thompson
679 Fargo
Owensboro, KY 42301
314-8958

Director Diane Willis
2941 Turfway Drive
Owensboro, KY 42303
683-0689 (Office) 316-2749 (Cell)
dwillis@immaculateparish.org

Parish of the Immaculate
Religious Education 2015-2016

Wed, August 5	6:00-7:30	New Catechist Orientation
Wed, August 12	6:00-7:30	Catechist Orientation
Sat, August 15	9:30-4:00	Engaging Parents Workshop (Mount St. Joseph)
Wed, August 19	6:00-7:30	Registration for Religious Ed (Parents & students) Join us for Mass at 5:30 Celebrate Diane's birthday after with cake & ice cream
Wed, August 26	6:15-7:30	Religious Ed
Wed, September 2	6:00-7:30	Religious Ed @ Precious Blood; Western DEANERY MASS & DINNER with Bishop Medley; 6:00 Mass, Cook-out afterwards
Wed, September 9	6:15-7:30	Religious Ed
Wed, September 16	6:15-7:30	Religious Ed
September 19-20	All Masses	Catechetical Sunday: blessing of teachers
Wed, September 23	6:15-7:30	Religious Ed
	7:30-8:00	Catechist Meeting
Wed, September 30	6:15-7:30	Religious Ed
Wed, October 7	6:15-7:30	Religious Ed
Wed, October 14		No RE; Fall Break
Wed, October 21	6:15-7:30	Religious Ed
Wed, October 28	6:15-7:30	Religious Ed (tentative Safe Environment)
Sun, November 1	11am-2pm	Confirmandi & Parents Gathering
Tues, November 3	All Day	Confirmation Retreat at Gasper River
Wed, November 4	6:15-7:30	Religious Ed
Wed, November 11	6:15-7:30	Religious Ed
November 14-15	All Masses	Rite of Enrollment (Confirmandi)
Wed, November 18	6:15-7:30	Religious Ed
	7:30-8:00	Catechist Meeting
Wed, November 25		No RE; Thanksgiving Break

Wed, December 2	6:15-7:30	Religious Ed
Sun, December 6	11am-1pm	Confirmandi & Sponsor Gathering
Wed, December 9	6:15-7:30	Religious Ed
Sun, December 13	11:00am	First Reconciliation Gathering (Students & Parents)
Mon, December 14	6:00pm	First Reconciliation Gathering (Students & Parents)
Wed, December 16	6:15-7:30	Religious Ed
December 23 & 30		No RE; Christmas Break
Wed, January 6	6:15-7:30	Religious Ed
Wed, January 13	6:15-7:30	Religious Ed
Sat, January 16	12-5pm	CONFIRMATION DAY @ THE CATHEDRAL
Wed, January 20	6:15-7:30	Religious Ed
Sat, January 23	9:00am	First Reconciliation Set-up
Sun, January 24	2:00	First Reconciliation
Wed, January 27	6:15-7:30	Religious Ed
	7:30-8:00	Catechist Meeting
Sat, January 30	9:00am	Confirmation Rehearsal for Candidates & Sponsors
Sun, January 31	10:00	Celebration of the Sacrament of Confirmation + Reception
Wed, February 3	6:15-7:30	Religious Ed (tentative ACRE Test)
Wed, February 10		No RE; Ash Wednesday
Wed, February 17	6:15-7:30	Religious Ed
Wed, February 24	6:15-7:30	Religious Ed
Wed, March 2	6:15-7:30	Religious Ed
Sun, March 6	11:00	First Communion Gathering (Students & Parents)
Mon, March 7	6:00	First Communion Gathering (Students & Parents)
Wed, March 9	6:15-7:30	Religious Ed
	7:30-8:00	Catechist Meeting
Wed, March 16	6:15-7:30	Religious Ed
Wed, March 23		No RE; Holy Week
Wed, March 30	6:15-7:30	Religious Ed

Wed, April 6		No RE; Spring Break
Wed, April 13	6:15-7:30	Religious Ed
Wed, April 20	6:15-7:30	Religious Ed
	7:30-8:00	Catechist Meeting
Sat, April 23	9:00-noon	First Communion Rehearsal and Retreat
Sun, April 24	10:00am	Celebration of First Communion
Wed, April 27	6:15-7:30	Religious Ed
Wed, May 4	6:15-7:30	Religious Ed End of Year Picnic
Wed, May 11	5:30-7:00	Mass & Catechist Dinner
Sun, May 15	10:00am	Senior Recognition Mass & Breakfast

Parish of the Immaculate Family Events 2015-2016

Blessing of Backpacks	All Masses	August 8-9
Blessing of Keys	All Masses	August 15-16
Taize / Benediction	5:00pm	August 23
Blessing of Athletes	5:00pm	August 29
Haiti Mission Priest		September 12-13
Immaculate Parish BBQ & Raffle		September 26
Family Life Fall Festival		October 4
Chastity Project	5:30-8:15	October 25 @ Sportcenter for parents & 7-12 th
NCYC		November 19-21
Advent Taize/Benediction	5:00pm	November 29
Camp Elf	9am-1pm	December 5
St. Nicholas	All Masses	December 12-13
Mardi Gras Party		February 9
Lent Taize	5:00pm	February 28
Youth 2000		March 11-13
Holy Week		March 20-27
Easter Vigil	8:00pm	March 26
May Day Celebration	4:00pm	May 1
Vacation Bible School		June 13-17
World Youth Day		July 19-30

Sunday, December 13 11:00am or
Monday, December 14 6:00pm
Parent & Student Session,
Bring Baptismal Certificate

Sunday, January 24 2:00pm
Celebration of First Reconciliation



First Communion

Sunday, March 6 11:00am or
Monday, March 7 6:00pm
Parent & Student Session

Saturday, April 23 9:00am
Pictures, Rehearsal and Retreat

Sunday, April 24 10:00am
Celebration of First Communion



Confirmation

Sunday, November 1 11:00am

Session for Parents & Candidates, *Bring baptismal certificates*

Tuesday, November 3 8am-5pm
All Day Retreat for Candidates @ Gasper River

November 14-15 All Masses
Confirmation Rite of Enrollment

Sunday, December 6 11:00am
Session for Sponsors & Candidates

Saturday, January 16 12:00-6:00pm
Confirmation Day at the Cathedral

Sunday, January 17 11:30am
Confirmation Interviews, Letters to the Bishop due

Saturday, January 30 9:00am
Rehearsal for Candidates & Sponsors

Sunday, January 31 10:00am
Celebration of the Sacrament of Confirmation



Dear God our Father, you have called
all Christian families to be a sign of your love
to the world.

Help us to be generous with the gifts of life & love that you have
showered on our family.

May we share them so that our homes
become true signs of unity and fruitful love.

Let us never forget to thank you each day
for all that sustains us and to look to Christ,
who comes to us in the events of family life,
in the sacraments of the Church,
and in service to the poor.

In all of this, our family becomes
a living expression of your Church,
a hallowed home of life and love.

By the power of the Holy Spirit,
may all of us—spouses, parents, and children—share, as
members of his Body, in Jesus' mission to build a civilization of
love.

Father, we ask this in Jesus' name in union with the Holy Spirit.
Amen.