

St. Benedict / St. Elizabeth Parish
Religious Education/Christian Formation

HANDBOOK

2018-2019



www.beparish.com

410-634-2253

A Prayer for Family Commitment

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 and love
that you have showered on our family.

May we share them so that our homes become true signs
of unitive 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.

September 2018

Dear Families,

Welcome to our 2018/2019 Catechetical year! This handbook was designed to provide families with important information regarding our Religious Education program. It includes an overview of the various sacramental programs, this year's schedule, a list of catechists/teachers, as well as other information regarding attendance and behavioral policies. Please review the booklet carefully and keep it handy for reference.

All Classes are held on Sunday morning from **9:40 to 10:45 am & 1st Sunday of the month 10:10 – 10:45 am.**

We are inspired to preach Jesus Christ. This is who we are in word and deed. We give our best because of what God does for us; we want this for you and your child/children. Join us in the special privilege of handing on the faith as we “Enlist Witnesses for Jesus Christ.” We assume that, as parents, **you will teach your child/children to be faithful in your attendance at Eucharist all year long** and help them form a life of faith that will define their values for generations.

We are looking forward to a wonderful year ahead with your children!

Rev. John B. Gabage

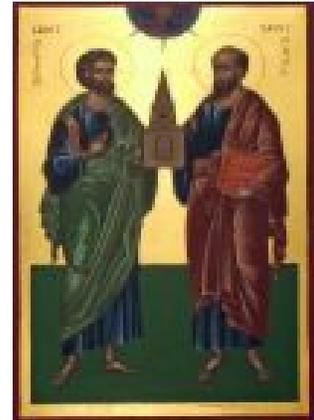
Pastor

Maureen Duggan-Cassidy

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PARISH PRAYER

Gathered together in charity
and united by the Body of Christ,
we pray for ourselves and all the members
of our parish family.

Lord, give us hearts
that are faithful
and faith-filled.
Lord, give us the courage
to hold fast
to the teachings of the gospel,
the precepts of your Church
and the strength
to pass them on to our children.



Lord,
you are the Good Shepherd.
Seek out the stray lambs
and carry them home on your shoulders.

This we humbly ask in the name of Jesus the Lord.
Amen.

REGISTRATION

Every year, registration will begin to take place in August. The parish policy regarding Religious Formation makes it mandatory that parents or guardians of any child to be registered must be **an active, participating member of the faith community and have completed a Parish Registration Form prior to class registration.** For registration into Kindergarten, the child must be 5 years of age by August 31. The same age requirement applies to each successive grade. (i.e.: 6 for grade 1, 7 for grade 2, etc.) The faith forming of the young parish members lays strongly on their parents or guardians. Early registration is critical to assure the proper number of textbooks and materials are available for your child at the start of the year.

Class Registration Fee: \$40.00 first child, \$20/each additional child

Sacramental Preparation Registration Fee:

First Reconciliation & First Eucharist \$40.00

Confirmation \$40.00

Thank you for your support and cooperation. Please make your checks payable to St. Benedict Parish. All fees are due upon registration and are not refundable.

If you are experiencing extenuating circumstances regarding your finances, please contact the religious education office to make arrangements. Any information shared will be kept confidential. It is our priority to ensure that all children of the parish receive instruction in faith formation.

Lateness, Absences, Inclement Weather, Extended Class days:

It is paramount that all students attend their scheduled classes with punctuality and with the least number of absences. If parents know ahead of time that their child will be absent, they should notify the Catechist allowing enough time for work to be prepared ahead of time. *Parents are asked to work with their child's Catechist to help the student complete his or her assigned work and keep it current. Prolonged absences need to be addressed personally.* Please inform us of any difficulties you may have, such as injuries, two-home accommodations, or other special situations.

In case of Inclement Weather, please check the parish website at www.beparish.com or call 410-634-2253 for a recording. **Extra Sundays** may have to be allocated during the catechetical year to make up for missing classes due to inclement weather.

Preparation for the Sacraments

Baptism, First Reconciliation, Eucharist and Confirmation are vital to the mission of the Church. To aid parents in preparing their child/children for these sacraments in their faith journey, the parish exercises its responsibility by providing preparation classes and processes for children and adults. Families must be registered and participating in parish life.

BAPTISM - Arrangements must be made at least one month in advance. Parents must attend one preparation class and are encouraged to attend them prior to the birth of their child. Classes are scheduled with couples individually. Please call the Parish Office to inquire at 410-634-2253.

FIRST RECONCILIATION and FIRST EUCHARIST: These programs are designed to assist parents with preparing their child/children to receive the sacraments of Reconciliation and Eucharist for the first time. Children must have reached the age of 7 prior to the program year (August 31) to make their First Reconciliation and Eucharist and have **attended at least the first grade** of Religious formation prior to enrollment. Four sessions for First Reconciliation are to begin in the Fall of 2018 and four sessions for First Eucharist will commence in the Spring of 2019. The sessions will bring parents up-to-date on the sacraments and will assist them in teaching their child/children at home. Text books and family guides are provided to the students and parents. First Reconciliation will be celebrated on **Saturday, December 1, 2018**. First Eucharist will be celebrated on **May 4-5, 2019**. Families whose children attend Catholic schools, or are Home schooled, must also register at the parish for their children to receive these sacraments. Please call the parish office to register.

CONFIRMATION - Confirmation preparation is taught in our parish every year. Enrollment for the preparation for Confirmation is open to all students, 10th grade and beyond, who have actively taken part in the Religious formation sessions for at least two successful years prior to the year of receiving Sacramental preparation. The Sacrament of Confirmation will be celebrated on **Saturday May 18, 2019 at noon at Sts. Peter and Paul Church**.

St. Benedict / St. Elizabeth Parish's Confirmation preparation program is designed to help our young people come to a deeper understanding of how the Holy Spirit works in their lives and in the life of our Church. It also addresses how they can interact with the Spirit to lead a life that will draw them into a closer relationship with our Lord Jesus Christ. Families whose children attend Catholic schools or are Home schooled in the subject of Religion, must also register at the parish for the students to receive this sacrament.

SUPER SUNDAYS

This year we are proud to continue to once again offer “Super Sundays”! These sessions are held on the first Sunday of every month with some exceptions; please refer to the calendar located in this handbook.

The Church has a commitment to spiritually nourish families and to be a rich resource for them to grow in faith. Come and enjoy fellowship with other families in our faith community and join in our parish breakfasts made possible by the Knights of Columbus.

The Super Sunday format for 2017/2018 will be:

9:30 AM – 10:10 AM Breakfast & Conversation for all parishioners

10:10 AM – 10:45 AM Adult Formation: presentation, conversation, seasonal prayers and reflections for parents/ guardians and those parishioners remaining in the hall

10:10 AM – 10:45 am Religious Education Classes for all students in grades K-10



RULES AND REGULATIONS

The Christian Formation Committee encourages all parents and students to fully comply with the Parish's Directives with respect and cooperation. The following directives apply to the school, the Parish Hall, Church, and properties.

1. Food may be provided at the discretion of the catechists/teachers.
Please inform your child's catechist of any allergies in addition to noting on registration forms. Birthday parties will not be celebrated in religious education classes.
2. Classes will be held on Sunday's from 9:40 to 10:45 a.m. 1st Sunday of the month 10:10 to 10:45 a.m. (please refer to calendar for exceptions). Kindergarten students are dismissed at 10:40 – 5 minutes early. Parents will be called back each week to sign them out.
3. We ask for everyone to respect the learning environment and to not disturb the classes while in session. If you need to communicate with your child during class, please see a Religious Education Moderator in the Great Room.
- 4. You may also call in an emergency at 410-310-3855.**
5. Each child should have an Emergency Medical Form. These forms will be available at registration time. Thereafter, forms will be on hand at the Moderator's Desk in case of emergency
6. Kindergarten sign out sheets – Teachers will escort students to the doorway leading to the Hall where sign out sheets will be posted and parents will be waiting
7. Bathroom privileges – To maintain order and keep track of the children, the Room Moderator will issue a Bathroom pass should a child need to use the facilities. All children using the facilities will exercise our "Buddy System" with an appropriate classmate.



Creating a Safe Environment

Our parish participates in the diocesan program *For the Sake of God's Children* creating a safe environment. As a faith-filled people, we value and honor every individual as created in the image and likeness of God. In the works and ministries of this parish, we are committed to provide a safe environment for children, young people, and their families. Honesty, trust, and mutual respect frame an environment where healthy and responsible relationships prevail, boundaries are clear, and behavioral Standards are mutually embraced. We are committed to providing for the safety and protection of God's children through a selfless sharing of our gifts and talents. For details about the program, visit the Diocese of Wilmington's website at www.cdow.org

All catechists, moderators, and anyone in constant reoccurring contact with your child/children have cleared a background check and have signed a volunteer covenant regarding appropriate behavior and expression when working with children and youth. We thank them for their participation and adherence to these necessary guidelines.

We will have an adult Religious Education moderator in the Great Room to monitor activity, support the catechists and be available to parents.

A parish Safe Environment Auditor is in place to periodically review our practices and paperwork. It is important that our staff receives this important support from outside itself.

Other directives applying to grades K - 10th:

The catechists work very hard to prepare their lessons each week and are eager to share our Catholic faith with your children. To help us make this a fruitful faith experience, we ask that you review the following:

1. Children should come to class on time, as it allows maximum learning without interruption.
2. Children should be prepared and ready to learn. Every child is valued for the individual gifts they bring to class. Their input is important to the growth of their classmates and teachers. Good behavior is always expected as it fosters a positive teaching and learning environment for all.

Although the occurrences are few, in the event that a child's behavior interferes with the overall learning environment, we will use the following procedures to handle the situation.

When a child becomes disruptive in class, the catechist's assistant will take him or her aside from the rest of the group and inform the child that such behavior is not helpful to them or their classmates.

If a second disruption occurs, the child will receive a reminder, and be given another chance to correct the behavior.

Should a child become disruptive for a third time, the child will be removed from the class. The CRE will address the problem with the child, and a note will be sent home to be signed by the parent/guardian. Notes should be returned by the next class.

We strive to make this faith learning experience as positive and rewarding as possible for all those participating. We thank you for your commitment and support in these efforts. Together, we can share in giving the gift of faith and spiritual growth to our children.

STUDENTS' PASSING GRADE POLICY

Per Diocesan Policy 5112.1, any child or youth member registered in the parish should make every effort to participate in all religious education classes. Our catechesis will consist of 30 sessions, one hour and five minutes long, including our Super Sunday sessions which satisfy the required hours.

Diocesan regulations allow the individual parish to determine the acceptable number of absences a student may have from their classes for a successful promotion from the current grade to the next.

Based on the total number of sessions, the Christian Formation Committee agreed to implement the following guidelines for a student to pass onto the next level:

1. The student will be a Perfect Attendee when he or she attends all sessions.
2. ***The student will be promoted to the next grade level when he or she satisfies the content requirements.***
3. Students are expected to attend classes when scheduled. However, should the student incur **three** absences without communication to the catechist, the catechist will contact the parents/guardians of the child.
4. **An excused absence is defined as a missed class where the work was made up by meeting with the Catechist or worked on at home and returned to the Catechist.**
5. In the event five or more sessions are missed, a parental consultation with the pastor and catechist will be required to ascertain if the student has the requisite knowledge to continue on at that grade level or to be promoted to the next grade level at the end of the year.
6. Missed sessions will need to be made up to ensure completeness in faith formation.



Parents are responsible to notify catechists of a child's foreseeable absence due to illness or otherwise. If a child misses class, the parents must notify the catechist in order to make appropriate arrangements for home study. The student will not be fully prepared to comprehend and/or participate in the next higher level of Religious Formation if all the above measures have not been followed. Please remember that the true catechist for your child's faith learning is always you, the parent or guardian. The Catechist is here to enhance what you are already doing to provide for your child's/children's faith formation.

ARRIVAL AND DISMISSAL PROCEDURES

Classes will begin on September 16, 2018 and will end (provided there are no make-up days) on April 28, 2019. It is the responsibility of the parents or guardians to have their child or children to class on time. We thank you in advance for making this a priority.

Children should not enter the classroom area before the catechist has arrived. At no time should a child be left by a parent unattended inside the classroom area. Students will enter through the Parish Hall Doors. Students will enter and exit the school in a proper manner – for the safety of everyone, please, no running! We also ask that no food or drink should be brought into the classrooms or Great Room without the permission of the catechist or CRE.

To ensure a safe environment, **all students in 5th grade and below will not be allowed to exit the parish facilities without an older sibling or a known adult.** Volunteers and staff will be monitoring the exits.

There will be a Religious Education Moderator located at the desk outside the classrooms. The Moderator will be a support to the catechists and students. They will monitor traffic within the Great Room during class time. The control of the traffic flow is necessary to help maintain minimal noise and ensure a proper environment for catechesis.

It is suggested that parents have their child/children use the facilities prior to entering the classrooms. However, if necessary, bathroom passes will be issued to students needing to use the facilities.



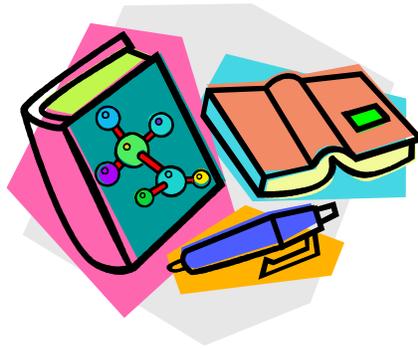
Parents / Guardians of Kindergarten students will be asked to sign the “sign in/out” form located outside the doors of the classroom. The Catechist will escort students to the door of the classroom. This form helps us ensure that no small child is left unattended. This is being done for the safety of our children and to control unnecessary wandering within the school area.

Kindergarten is dismissed at 10:40am.

CATECHIST TRAINING

All volunteer Catechists work toward certification. They are encouraged to participate in courses under Diocesan directives each year, as well as an annual retreat. In addition, some Catechists attend workshops and conferences. Their unselfishness, talent and time-giving makes them the core of our parish program. Please take a moment during the upcoming year to affirm and support them in their efforts.

Parish Pastoral Assistant, Lori Parks, coordinates formation for our catechists.



CURRICULUM

Our curriculum teaches the doctrines and traditions of our Catholic Faith in a systematic manner; it includes Holy Days, Seasons in the Liturgical Year, Saints (past and contemporary) and the Blessed Virgin Mary. The catechetical process for our parish utilizes the following:

Kindergarten: Kindergarten uses the Ignatius Press *Image of God* series. Your child will be encouraged to bring home their work from class each week.

First through Eighth Grade: These grades will experience catechesis with their Catechists using the Ignatius Press, *Faith and Life Series*. This beautiful series offers comprehensive resources for students, families and Catechists in a parish-based catechetical program through text books, work books, the Family Guide books and on-line resources.

Their web site is <http://www.ignatius.com/promotions/faithandlife/scope.htm>
We encourage all parents to explore and make use of the activities and information on this web site. The curriculum emphasizes the truths of Catholic teaching and teaches our children and their families how to pray and worship together especially through the Liturgy and the Sacraments.

Ninth through Tenth Grades:

Ninth Grade will be using the Ascension Press “You” materials this year teaching from St. John Paul II’s “Theology of the Body” writings. A parent guide is available for all parents. Half of our school year will be dedicated to the “You” program and the other half to the Overview of Scripture from the Teen Timeline (by Jeff Cavens) as requested by the Diocese of Wilmington.

Tenth grade religious education will be using Dynamic Catholic’s (Matthew Kelly) *Decision Point* supplemented by video teachings from Bishop Robert Barron.

All students, third grade and up, are encouraged to participate in the Parish Advent and Lenten Reconciliation Services.

Dates for our parish reconciliation services for Advent and Lent are to be announced. Please watch out for dates in the parish bulletin.

Blest Are We

RELIGIOUS EDUCATION

K thru 10

CLASS SCHEDULE

1st Sunday Breakfast - Class starts at 10:10am
 All other Sundays 9:40 – 10:45

September	16	Breakfast & Open House
	23	Regular class
	30	Regular class
October	7	Breakfast & Class
	14	Class
	21	Class
	28	Class
November	4	Breakfast & Class
	11	Class
	18	Class
	25	No class - Thanksgiving
December	2	Breakfast & Class
	9	Class
	16	Class
	23	No Class – Christmas break
	30	No Class – Christmas break
January	6	Breakfast & Class
	13	Class
	20	Class
	27	Class
February	3	Breakfast & Class
	10	Class
	17	Class
	24	Class

March	3	Breakfast & Class
	10	Class
	17	Class
	24	Class
	31	Class
April	7	Breakfast & Class
	14	Class
	21	No class - Easter Sunday
	28	Last Day of Classes (provided no snow days)
May	5	(May crowning after 8:30 & 11:15 Masses). First Communions this weekend.

Keep in mind that some variations or additions may take place due to unforeseeable circumstances.

Always read your bulletin for changes or further notices.

Thank you.

Knights of Columbus Breakfast starting at 9:30am

Religious Education Classes starting at 10:10am

September	16	Breakfast & Class
October	7	Breakfast & Class
November	4	Breakfast & Class
December	2	Breakfast & Class
January	6	Breakfast & Class
February	3	Breakfast & Class
March	3	Breakfast & Class
April	7	Breakfast & Class

***Keep in mind that some variations or additions may take place due to unforeseeable circumstances. Always read your bulletin for changes or further notices.
Thank you.***

1st Reconciliation Parent & Student Gatherings

6:15pm – 7:30 in the Hall

Thursday, October 11, 2018

Thursday, October 25, 2018

Thursday, November 8, 2018



Thursday, November 29, 2018 (class and rehearsal)

Celebration of the Sacrament on Saturday, December 1, 2018
11 am at St. Benedict Church.

1st Eucharist Parent & Student Gatherings

6:15pm – 7:30pm in the Hall

Thursday, March 14, 2019

Thursday, March 28, 2019

Thursday, April 11, 2019

Thursday, April 25, 2019



Practice and Confessions on Friday, May 3, 2019 6:30 pm at St. Benedict Church. Celebration of the Sacrament on Saturday May 4, 2019, 5:30 Mass and Sunday May 5, 2019 at 8:30am Mass (St. Benedict) and 11:15 am Mass (St. Elizabeth).

Confirmation Preparation



The Confirmation classes will be held in conjunction with 10th grade religious education on Sunday mornings every other week, starting right after class and running for an extra half hour until 11:15. A schedule will be distributed in class with these important dates.

The first Confirmation class will be Sunday September 30. This year, at Bishop Malooly's request, we are combining reception of the Sacrament of Confirmation with Sts. Peter and Paul Parish. It will be held on Sat., May 18, 2019 at noon in Easton. Details will be forthcoming.

Confirmation Parent/Candidate Meeting – Thursday, October 18, 2018, 7pm, in the hall

Confirmation Sponsor/Candidate Meeting – Thursday, November 15, 2018, 7pm in the hall

Confirmation Rehearsal – to be announced (Sts. Peter and Paul Church)

Confirmation – The Celebration of the Sacrament, Saturday, May 18, 2019 at noon, at Sts. Peter and Paul Church, Easton MD

Keep in mind that some variations or additions may take place due to unforeseeable circumstances.

Directory of Catechists

Pastor	Rev. John B. Gabage	410-634-2253	
Coordinator for Religious Education	Maureen Duggan-Cassidy mduggan@beparish.com	410-634-2253	
Catechist Formation	Lori Parks	410-634-2253	
Moderators	Erin Daly	(240) 687-4292	
K	Jason Weaver Karin Weaver	410-353-496 443-867-7343	jasonaldenweaver@yahoo.com mrskarinweaver@yahoo.com
1	Pat League Carol Roller	410-829-8100 410-714-9481	pat.league@gmail.com carolr11341@gmail.com
2	Azie/Andrew Casale	410-482-6318	aziecasale@verizon.net
3	Kathleen Jewell Sylvia Davis	813-965-2009	tampakath65@gmail.com
4	Jill/Kenny King Mark Cassidy	410-490-9975 443-239-1671	kingsflock@wildblue.net
5	David Remaniak Aimee Daniel	410-924-1353 337-418-1965	dfrqac@gmail.com daniel.aimee@yahoo.com
6	Heather Robuck Mona Ferris	814-889-1167 443-670-2024	markandheather@msn.com
7	Samantha Duld Peter Schirmer	302-377-5805 443-439-6210	sammiessecret@gmail.com

8	Linda Haney Leonard Vogt	443-871-2124 410-479-1078	haneylinda42@yahoo.com
9	Linda Ruskin Pam King	443-448-4950 410-708-5450	pamelaking829@gmail.com
10	Cathy Lough Donald King	410-754-7199 410-490-8105	highlough@verizon.net

Reconciliation / First Eucharist	Carm Powell Anne Fountain Beth McCullough Connie Walton	410-479-9076 410-829-7258 410-479-2621
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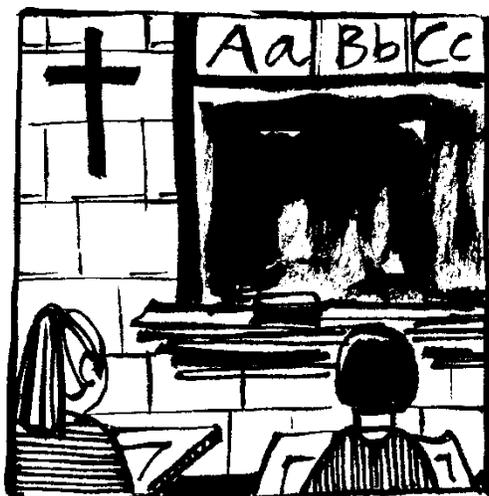
Confirmation	Pam King	(410) 708-5450
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RCIA	Deacon Bill Nickum Claire Stevens Jeff Daly Bernie Liswell	410-479-0991 302-349-5244 410-758-1053 410-479-3990
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RCIA (Hispanic)	Rosario Steele	443-786-1012
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RCIA adapted for Children	Maureen Duggan-Cassidy	410-310-3855
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Adult Bible Study	Linda Ruskin	443-448-4950
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Please contact Maureen Duggan-Cassidy in the
Religious Education Office
if you would like to join us in this ministry on a consistent or as needed basis.
mduggan@beparish.com

All Adults (18 and over)
must have a signed Volunteer Covenant on file
and a record of their cleared background check.



September 2018