

2017-2018

MEMORANDUM OF UNDERSTANDING  
FOR PARENTS OF STUDENTS IN RELIGIOUS EDUCATION CATECHESIS  
ST. ROSE OF LIMA CHURCH, ALTOONA, PA.

Parents are the primary educators of their children in matters of faith, prayer, and spiritual development. The Pastor and Staff of St. Rose of Lima Catholic Church are eager to assist all parents with this obligation. We therefore expect all parents with children of school age to reflect on this obligation and commit themselves to the following:

I/We understand that it is my/our duty to see that my/our child (ren):

1. Attend and participate in Masses on all Sundays and Holy Days of Obligation
2. Receive the Sacrament of Reconciliation (confession) frequently
3. Participate in the spiritual retreats as provided for the different grades
4. Participate in the occasional activities of the program of Religious Education
5. Arrive on time for all classes, retreats, etc. and complete all assignments
6. Provide a written excuse to the next scheduled class for any missed classes along with any missing assignments

I/We will encourage my/our children to become involved in parish ministries such as acolyte (altar server), children’s choir, usher, and gift bearer. I/We will – when able – volunteer for the Religious Education Program as a catechist (teacher), aide, room parent or retreat chaperone.

I/We realize the expectation to attend continue is grow in my/our understanding of the Catholic faith. Our parish provides classes for and information about adult faith enrichment.

If a child fails to carry out the above responsibilities, or if a discipline problem interferes with classroom conduct, I/we understand that a meeting of the parent, child, and Pastor may be necessary.

I/We have read the religious education guidelines for St. Rose of Lima Parish. I/We understand I/we have the primary responsibility for the faith formation of the child (ren) named below. I/We also understand that I/we can contact the Director of Sunday School Catechesis, Bernice Shoenfelt, (942-5659), [bshoenfelt@stroselima.com](mailto:bshoenfelt@stroselima.com) and/or my/our child’s/children’s catechist/s if questions or concerns arise about the religious education program or a sacramental process.

Name(s) of Parent or guardian \_\_\_\_\_ Date \_\_\_\_\_  
 Name of student(s) in program \_\_\_\_\_ Grade(s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Keep the above portion of this memorandum for your 2016-2017 records. Cut on the above dotted line. Return only the lower portion of this page to the teacher of your oldest child.

ST. ROSE OF LIMA SUNDAY CATECHESIS PROGRAM  
 Bernice Shoenfelt, Director of Sunday school Catechesis 2017-2018  
 We owe a debt of gratitude to our catechists. These faith-filled people are committed to giving your child (ren) the best possible religious instruction. They are assisting you in your responsibility to educate your child/children in the ways of faith. Our catechists this year are as follows:

Phone Listing for Teachers, Aides & Substitutes		
Kindergarten	Jennifer Crum – Waite	312-0936
Kindergarten Aide	Matthew Waite	312-0936

Kindergarten –wrap person for Noel child	Danielle	
Kindergarten HS Aide		
1 <sup>st</sup> Grade	Theresa Link	695-6306
2 <sup>nd</sup> Grade	Jessica Brunner	932-5979
3 <sup>rd</sup> Grade	Tim Link	695-6306
4 <sup>th</sup> Grade	Brandy Ronan	381-4488
5 <sup>th</sup> Grade	Theresa Funtal	942-3708
6 <sup>th</sup> Grade	Mary Eiman- co Teacher Beth Tully- co Teacher	941-0176 944-2853
7 <sup>th</sup> Grade	Carole Housum	695-7249
8 <sup>th</sup> Grade	Beth Sanders	215-6267
9 <sup>th</sup> Grade	Richard Tully	944-2853
10 <sup>th</sup> Grade	Yvonne Gibson	330-2518
11 <sup>th</sup> Grade	Father Saylor	944-8509
3 <sup>rd</sup> Grade Aide/Children RCIC	Diana Macharola	942-6632
5 <sup>th</sup> Grade Aide	Breanna Langenbacher	932-6896
6 <sup>th</sup> Grade HS Aide	Delilah Noel	515-7010
10 <sup>th</sup> Grade Aide		
Children RCIC	Bernice Shoenfelt	942-5659
Children RCIC	Sally Lockard	944-2785
Sub	Jenelle Lockard	946-3162
Sub	Mary Engelman	943-3796
Sub	Peach Maschue	943-7809
Sub	Darlene Crum	946-5249
Sub for 10 <sup>th</sup> Grade	Tim Link	695-6306
Grade 1- 8 Retreat Leader	Beth Sanders	215-6267
Personal Service Hours Activities Leader	David Stein	942-0445
Office Manager	Chantel Ventura	215-2887
Office Manager Sub	Debra Savino	931-2954
DRE	Bernice Shoenfelt	942-5659

NOTE: We encourage our parents to participate in our program. “Room Parents” assist catechists. We invite all parents to become a “Room Parent.” Please contact **Bernice Shoenfelt at 942-5659 or email [bshoenfelt@stroselima.com](mailto:bshoenfelt@stroselima.com)** if you are interested

### Tuition

Tuition for the first child of any **family is \$10 per child**. For additional children the total religious education cost for any **family is a maximum of \$20**. If you have special financial consideration and find the tuition burdensome, please contact Father Saylor at 944-8509 or Bernice Shoenfelt at 942-5659. Either will honor the confidentiality of your circumstances. Timely registration assists us in ordering books and preparing class rosters and catechetical materials.

### Textbooks

Students in grades K through 8 will receive a textbook for their use at the beginning of the year. At the end of the year, this textbook must be returned in the same condition in which it was issued. If a student damages or loses a textbook, it will be necessary for him or her to **pay a replacement fee**. In addition, students in kindergarten as well as grades 9 and 11 will receive additional workbooks and worksheets.

### Schedule

Please review the schedule for this year attached to this document. All students receive approximately thirty hours of instructions. In addition, all are expected to be faithful in their attendance at liturgies on Sundays and Holy Days of Obligation.

- **Grades K through 9 will meet Sunday mornings from 9:15-10:15. Students should be in their classrooms by 9:10 am.**
- **Grades 10 and 11 will meet Sunday evening each week, from 6:30-8:00 from September through February. Students should be in their classrooms by 6:25 pm. Grade 10 continues each week to Palm Sunday.**
- Retreats for each grade are on the attached schedule. The schedule also states whether the retreat requires parents' participation.

### Absenteeism and Tardiness

When a student has more than **two unexcused absences**, he or she is in danger of repeating the same grade level in the following academic year. If your child/ren does miss a class, it is therefore important that you send a note of explanation on the following week. In addition, frequent tardiness represents a serious matter in terms of religious education classes. If a child is tardy, he or she must present a note of explanation to his or her teacher at the next religious education class. **Reception of the sacraments of Reconciliation, First Eucharist (First Holy Communion), and Confirmation will be delayed if the student does not fulfill class attendance requirement.**

### Parental Role in Religious Education

To help the members of the Religious Education Apostolate who give so abundantly of their time and talent, each parent should do the following:

- Assure the regular attendance of his or her child/ren at religious education classes, and grade retreats.
- Show his/her active interest in the progress and achievements of the child/children.
- Give proper attention to weekly homework.
- Provide his or her family with a good spiritual example at home. This example should include serious commitment to weekend Masses, regular Reconciliation, and liturgical prayers.
- Continue the formation of own faith through spiritual reading, personal study, and participation in adult faith enrichment classes.

### Sacramental Life

During the year, St. Rose of Lima Parish will offer opportunities for students in the Religious Education Program to participate in the sacramental life of the Church. These opportunities include the following:

- The second Sunday of each month will be Religious Education Sunday, except the months of September, November, January, April, and May this year. On this day, students from various classes will fulfill the ministerial roles at the 8:00 AM Sunday Mass.

We will be asking the children, for the different ministries two weeks ahead of time. Therefore, they can practice the week before, during class time

Twice during the year the students will have the opportunity to avail themselves of the Sacrament of Reconciliation.

Students are encouraged to become part of the liturgical ministry to the parish. Opportunities exist for altar servers, children's choir, cantors, and, after Confirmation, for Eucharistic ministers and lector

Twice during the Year the students will have the opportunity to be present for adoration and rosary

### FIRST RECONCILIATION AND FIRST EUCHARIST

#### REQUIREMENTS AND IMPORTANT DATES FOR FIRST EUCHARIST

Those who wish to make their first Communion in the second grade must meet the following requirements:

- 1) Faithful attendance at religious education or Catholic school religion classes for two (2) years
- 2) Participate in ALL retreat experiences
- 3) Faithful attendance at weekly Mass
- 4) Attendance at both Eucharist rehearsals

**This schedule applies to both public school and Catholic school students and their parents.**

### Parent Meetings

All parents of First Penance/Eucharist students need to attend the meetings for First Reconciliation and First Eucharist. These meetings are on **December 3, 2017 and February 18, 2018 respectively. Time for meetings is 9:15–10:15 AM in the parish social hall.**

### IMPORTANT DATES FOR FIRST RECONCILIATION AND FIRST EUCHARIST DURING GRADE 2 SCHOOL YEAR

November 11, 2017 10:30AM – 12:00PM	Second Grade Retreat	Students Only Bingo Hall
December 3, 2017 9:15AM – 10:15 AM	Parent Meeting	Parents only (suggested) Topic: First Reconciliation Bingo Hall
DECEMBER 18, 2017 6:45PM — 8:00 PM	First Reconciliation	Parents, Students, Family Members, and Godparents Saint Rose Church
February 18, 2018 9:15AM – 10:15 AM	Parents Meeting Topic: First Eucharist	Parents only (suggested) Saint Rose Church Bingo Hall
April 26, 2018 4:15 - 5:30 PM	First Practice for First Eucharist	Parents and Students Saint Rose Church
May 3, 2018 4:15PM - 5:30 PM	Second Practice for First Eucharist	Parents & Students Saint Rose Church
MAY 6, 2018 12:00 – 2:00PM	First Eucharist Mass St. Rose Lima Church	Parents, Students, Family Members, and Godparent
MAY 13, 2018 8:00 AM Mass	May Crowning Reception follows	Parents, Students, and Family Members Saint Rose Church and Bingo Hall

### Confirmation Requirements

Candidates for Confirmation, normally celebrated in the junior year of high school, must meet the following requirements.

- 1) Faithful attendance at religious education or Catholic school religion classes for grades nine (9), ten (10) & eleven (11)
- 2) Faithful attendance at weekly Mass
- 3) Participate in ALL retreat experiences
- 4) Complete service hours in the community and/or church- **Mandatory - 15HRS INDIVIDUAL each year**
- 5) Complete Group Service Projects –**Mandatory-AT least two a year. If you do more then two a year it can count as personal service hours.**
- 6) **Complete all Confirmation Sessions, for BG and Public School, to be held at St. Rose Lima Church-Mandatory**
- 7) Meeting with your sponsor
- 8) Attendance at Confirmation Rehearsal and Confirmation liturgy
- 9) Mystagogy 1 & 2- For all that were confirmed in **April**. This is BG and Public School Students

This schedule applies to for all Confirmation candidates, their parents, and sponsors, public school and BG

### Parent Meeting

All Parents of Confirmation Candidates in grades 9, 10 & 11 must attend this meeting for Confirmation. This meeting is **Sunday, September 24, 2017 from 9:15 until 10:15 AM in our parish social hall**. This meeting will give us the opportunity to review all Confirmation requirements and to deal with questions about the

Confirmation process. It is vital that parents of students in the public schools as well as Bishop Guilfoyle High School attend this meeting.

Grades 9, 10 11 have sessions including BG as well as Public Schools. These sessions will be at St. Rose Lima Church, from 6:30 – 8:00 PM for 10 and 11 grades. Grade 9 sessions will be 9:15 – 10:15 AM. If Students do not attended sessions here, they must be attended at another church. Please call Bernice Shoenfelt, if you need another church in the diocese to at

## IMPORTANT DATES FOR CONFIRMATION DURING THIS SCHOOL YEAR

### IMPORTANT DATE FOR FRESHMEN:

October 8, 2017 9:15 – 10:15AM	Session 1	9 <sup>th</sup> Grade -Students Public Schools & BG St. Rose Lima School- Mandatory
February 4, 2018 9:15 – 10:15AM	Session 2	Students Public Schools & BG St. Rose Lima School - Mandatory
Retreat October 14, 2017 8:00AM – 12:00PM School		Baptism Retreat Confirmation Candidates from BG and Public  Mandatory- Bingo Hall
Rite of Blessing October 22, 2017	8:00AM Mass	9 <sup>th</sup> Graders from BG and Public School Line up in school hallway by 7:45AM - procession in With Father, with Parent or Sponsor

### IMPORTANT DATES FOR SOPHOMORES:

October 8, 2017 6:30 – 8:00PM	Session 1	Students Public Schools & BG St Rose Lima School-Mandatory
Retreat October 14, 2017 12:00 - 6:00 PM	Gifts of the Spirit & Parables Retreat	Confirmation Candidates ONLY Bingo Hall- Mandatory

**November 19, 2017 Rite of Commitment  
8:00AM Mass**

**Parents and Confirmation Candidates  
St. Rose Lima Church-line up in school hallway  
At 7:45AM to line up to process in with Father**

**November 12, 2017 Session 2  
6:30-8:00PM**

**Students Public Schools/ BG  
St. Rose Lima School-Mandatory**

### **IMPORTANT DATES FOR JUNIORS**

**October 8, 2017  
6:30PM – 8:00PM Session I**

**Confirmation Candidates Public Schools/BG  
St. Rose Lima School- Mandatory**

**Retreat  
October 21, 2017 Christian Story  
9:00AM - 5:00PM Retreat**

**Confirmation Candidates Only  
ST Rose Bingo Hall  
Mandatory**

**November 12, 2017 Session 2  
6:30PM – 8:00PM**

**Confirmation Candidates-Public Schools/BG  
St. Rose Lima School- Mandatory**

**February 11, 2018 Session 3  
6:30PM – 8:00PM**

**Confirmation Candidates-Public Schools/BG  
St. Rose Lima School-Mandatory**

**Rite of Sending  
March 18, 2018  
8:00 AM Mass Rite of Sending**

**Parents/Sponsors and Confirmation Candidates  
Group Photograph after mass  
Reception Saint Rose Social Hall immediately  
Following mass and Picture**

**April 16, 2018 Confirmation Rehearsal  
6:15 — 7:15 PM**

**Parents/Sponsors and Confirmation Candidates  
Cathedral of the Blessed Sacrament**

**April 17, 2018 Mass of Confirmation  
5:45 — 8:00PM**

**Parents, Student & Sponsor  
Cathedral of the Blessed Sacrament**

**April 22, 2018 Mystagogy  
6:30 – 8:00PM**

**Confirmed Students BG and Public School  
St. Rose Lima School-Mandatory**

**April 29, 2018  
6:30 – 8:00PM**

**Mystagogy**

**Confirmed Students-BG and Public School  
Rectory dining room with Father Saylor and  
Christian Band-Mandatory**

