

Regina Tri-Parish Religious Education
2140 Rochester Avenue
Iowa City, IA 52245
351-7638

2018-2019 Family Handbook

Staff

K-8 Director of Religious Education

Carolyn Brandt

K-6 Coordinator of Religious Education

Shelley Rublaitus

7-8 Coordinator of Religious Education

Beth Fitzgerald

7-8 Assistant of Religious Education

Administrative Assistant

Colette Szeszycki

Office Open

August 1, 2018 – May 31, 2019

Class Time for K-6th

Wednesday 6:30pm - 7:45pm at Regina

Class Time for 7th-8th

Sunday Nights, Twice Monthly, 6:30pm - 8:00pm at St. Patrick Church
See JH Calendar

2018-2019 Theme

Enlisting Witnesses for Jesus Christ

Sacraments

Sacraments are celebrated **in the Parish in which you are registered.**

Check with your parish for additional information regarding
Sacramental preparation.

Regina Tri-Parish Religious Education
K-6 Grade Calendar for 2018-2019
6:30-7:45 PM

FIRST SEMESTER

September 12	Catechist In-Service at Regina 6:30-9:00 pm <i>(No Students)</i>
September 19	Family Night Open House
September 26	Class
October 3	Class
October 10	Class
October 17	Class
October 24	Class
October 31	NO CLASS - Halloween
November 7	Class
November 14	K – 2 nd : Class at Regina 3 rd – 8 th : Reconciliation at St. Wenceslaus Church
November 21	NO CLASS – Thanksgiving Break
November 28	Class
December 5	Class
December 12	Class
December 19	Last Class before Christmas break

SECOND SEMESTER

January 9	Catechist In-Service at Regina 6:30-9:00 pm <i>(No Students)</i>
January 16	Class
January 23	Class
January 30	Class
February 6	Class
February 13	Class
February 20	Class
February 27 Church	K – 1 st : Class at Regina 2 nd – 6 th : Reconciliation at St. Mary's Church
March 6	Class
March 13	Class
March 20	NO CLASS – Spring Break
March 27	Class
April 3	Class
April 10	Class
April 17	Class
April 24	Mary Crowning Last Class Parents are welcome to join us

Junior High Youth Ministry Nights

2018-2019

6:30 – 8:00pm at St. Patrick Church

Sunday, September 9th

Sunday, September 23rd

Sunday, October 14th

Sunday, October 28th

Sunday, November 11th

Wednesday, November 14th – Reconciliation 3rd – 8th Grade

Sunday, December 9th

Sunday, January 13th

Sunday, January 27th

Sunday, February 10th

Sunday, February 24th

Sunday, March 10th

Sunday, April 14th

Sunday April 28th

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Mission Statement of Regina Tri-Parish Religious Education Program

Mission Statement

The Regina Tri-Parish Religious Education Program is dedicated to providing the Catholic public school students with a dynamic learning environment rich in faith formation, Catholic doctrine, and religious celebration.

Framework of the Regina Tri-Parish Religious Education Program

The Regina Tri-Parish Religious Education Program in cooperation with parents and parishes strives to provide Catholic religious education for public school students K-8. We follow Vatican II's objectives to make faith: living, conscious, and active. We seek to create an environment where young Christians have the opportunity for personal encounter with Jesus, spiritual growth, gaining an understanding and knowledge of the Catholic faith, and deepening a respect for the dignity of others. We believe that by introducing children to Jesus Christ and fostering their relationship with Him the children will be prepared to live the Christian life: loving God and loving others in God.

Goals

The primary goals of the Regina Tri-Parish Religious Education Program are:

1. To create a Christian atmosphere where students have the opportunity to foster and experience a personal relationship with Jesus Christ.
2. To evangelize and assist the students in understanding, appreciating, and living the teachings of the Roman Catholic Church.
3. To sensitize our students to the importance of honoring the God-given dignity of human persons on both a personal and global level.
4. To provide a superior religious education program which allows for individuality in faith development.
5. To emphasize the community aspects of family and parish life.

2018-2019 Theme

Enlisting Witnesses for Jesus Christ

CURRICULUM

GRADES K-6 CALL TO FAITH

Call to Faith is a comprehensive religious program:

- it is the springboard for lifelong catechesis
- it presents the content of Catholic faith drawn from Scripture and Tradition in age appropriate ways
- it engages children in the many ways we pray as Catholics
- it encourages children to share their faith, connect their faith, and live their faith

Each grade level contains the seven key content areas:

- Revelation
- Trinity
- Jesus Christ
- The Church
- Morality
- Sacraments
- The Kingdom of God

Call to Faith helps students deepen their faith through compelling stories and Scripture, activities, prayers, and seasonal celebrations.

Family Faith pages help families participate in their children's faith formation.

Call to Faith draws on the following sources of Catholic wisdom and experience:

Scripture The treasure of God's word is highlighted and integrated into the program instruction, reflection, sharing, and prayer.

Doctrine Each lesson of *Call to Faith* draws on Church doctrine in ways that help students, catechists, and families appreciate the Church's teachings as they apply to life today.

Lives of Saints and People of Faith *Call to Faith* takes seriously the importance of models and witnesses of faith as a factor in the faith development of both children and adults.

Church Feasts and Seasonally Complete seasonal lessons and celebrations introduce children to the feasts and seasons of the Church year. Music, prayer, and ritual actions draw children in to participation in the liturgical life of the Church.

Cultural Customs and Celebrations *Call to Faith* is unique in that it involves the customs, devotions, and culture of many local communities. This component assists parishes in making the curriculum their own.

Catholic Social Teachings *Call to Faith* provides a curriculum for Catholic Social Teaching: "Faith in Action," a comprehensive, age-appropriate lesson at the end of each unit that correlates to the text and key Catholic Social Teaching themes. It is the first of its kind in an elementary religious series.

GRADES 7-8
Junior High Youth Ministry

Mission-

To provide an effective and meaningful Faith Formation Program for 7th & 8th grade youth, which engages their energy, imagination, curiosity, compassion and playful spirit in an exploration of the Catholic faith.

Curriculum-

There are no textbooks, just lots of energy, creativity and prayer. Using the LifeTeen curriculum, they will learn about Morality, the person of Christ, the Sacraments & social justice, in addition to lessons on relationships, values, moral values, tradition and spirituality. The evenings will be led by adult facilitators with the assistance of the Youth Executive Board.

Program-

We will focus on relationships, peer pressure, morals, values, tradition, and spirituality and prayer through Scripture, the Catechism, and Social opportunities.

Youth Executive Board (YEB)-

High school sophomores, juniors and seniors will lead small groups of junior high students at every meeting. As table leaders, they will facilitate the discussion and build relationships within the group.

This gives YEB'S an opportunity for stewardship and to learn and grow in their faith. They are role models in their parish and school. They will be strengthened to defend their faith when challenged.

Parents-

Parents of Junior High youth are invited to help with snack, pass out materials, clean up, and lead a table if a YEB member does not show up.

PRAYER

Prayer is an integral part of our lives. Parents are the first and primary teachers of their children. The home is the ideal setting for teaching and learning how to pray. Religious Education will include prayer at a special time during class. Spontaneous, traditional, or prayers from the text may be used. Listed below are prayers that are taught at each grade level.

<i>Grade K</i>	Sign of the Cross Our Father Hail Mary Glory be Guardian Angel Prayer Blessing before Meals Blessing after Meals
<i>Grade 1</i>	All of the above prayers Act of Faith, Hope, and Love
<i>Grade 2</i>	All the above prayers Act of Contrition Rosary
<i>Grade 3</i>	All the above prayers Apostles Creed Ten Commandments
<i>Grade 4</i>	All the above prayers Way of the Cross Act of Faith Act of Hope Act of Love Nicene Creed
<i>Grade 5-6</i>	All the above prayers Spontaneous Meditation

SPECIAL EVENTS

RECONCILIATION

Communal Reconciliation services take place at St. Patrick's Church. The fall service is for 3rd – 8th grade. The spring service will include 2nd – 6th grade.

MASS

Masses will be scheduled for 3rd – 6th grade. In Kindergarten, 1st, and 2nd Grade, special prayer services will be planned. Parents are welcome to attend.

ADVENT/LENT

Special activities are planned by each class such as skits, prayer services, Jesse Tree, Advent calendar, Advent wreath, Stations of the Cross, etc.

PARISH VISITORS

The priests from St. Mary's, St. Patrick's, and St. Wenceslaus visit with classes throughout the year.

EXTRA CURRICULAR ACTIVITIES

- Kindergarten Caterpillar Project
- 1st grade Prayer Service "Light of the World" and Baptism
- 1st grade Prayer Pockets
- 2nd grade Altar Project
- 2nd grade Prayer Service "Last Supper", "Stations of the Cross"
- 3rd grade Creation Activity
- 3rd grade Ten Commandments Workshop
- 3rd & 4th grade Mass
- 4th grade Chrismon Ornaments
- 5th grade Presentation of Bibles
- 5th grade Seder Meal
- 5th & 6th grade Mass
- 6th grade Balloon Prayer Service
- K-6 Ash Wednesday Prayer Service
- Mary Crowning - Final Class

LIBRARY

A library of children's books and videos are available for use by the catechists. This library is located in the Regina Tri-Parish Religious Education Office.

ATTENDANCE

Due to the limited time available for religious instruction, class attendance is imperative. If a student will be absent, please call the Religious Education Office (351-7638) to inform us. Or you can email the office at carolyn.brandt@regina.org.

HEALTH

All allergy information submitted on your child's behalf will be shared with Religious Education staff to ensure your child's safety.

ARRIVAL AND DISMISSAL

Wednesday 6:30-7:45 PM GRADES K-6th

Arrival

Parents are asked to bring children no earlier than 6:20 pm. Students are not allowed in classrooms until a catechist is present. They are to go directly to their classrooms upon entering the building.

Dismissal - CAR LINE

CAR RIDERS - Car line is used for safety reasons. If you pick your child up in car line, place the car sign we mail to you in the window with your last name and student names. This sign will aid the catechists in identifying cars and speed up the process. Please display it in the right-hand corner of the dashboard.

There will be only 1 entrance and exit door that will be unlocked this year for the safety of your children. We will use the side door marked as # 4, which is between the elementary and the high school. Follow the directions of our terrific traffic controller, who will help you with parking and pickup. The Circle Drive will be for dropping off and picking up students only. **Absolutely no parking around the circle, or on the grass.** No one can go to J & S for pick-up. We cannot allow anyone to walk off the grounds.

FOR SAFETY - If you are going to park your car, park in the **front parking lot only, and use the crosswalk where our traffic controller** is to enter and/or exit the building.

CANCELLATION OF CLASS

If classes are canceled due to inclement weather, it will be announced on our Regina religious ed Facebook page: "Regina religious ed" ., and on local television and radio stations. You should also receive a call from your student's catechist or assistant. If there is no public school during the day **because of inclement weather**, Religious Education classes will automatically be canceled.

Cancellations will be announced on KGAN-TV (2), KCRG-TV (9) and radio stations: KCJJ, KXIC, KRNA/KHAK, WMT, Z102.9, and KCKK.

DISCIPLINE

General Rules:

- To respect people in authority in all areas of the Religious Education program.
- To respect each other.
- To behave in a courteous manner.
- To take good care of property and possessions and respect the belongings of others.
- To walk in the halls quietly.
- To settle matters without violence, in a peaceful manner.

Classroom Rules:

- No student will interfere with another student's right to learn and a catechist's right to teach.
- Students will keep classroom rules they set in cooperation with their catechist.
- Students will respect the desks and property of others in each classroom.

The catechist or assistant will handle normal discipline problems. If there are recurrent or serious discipline problems these need to be brought to the attention of the Coordinator of RE or the DRE.

If a student needs to be dismissed from class the following procedure will be followed:

- 1.) The classroom assistant will accompany the student from the classroom to the Religious Education Office.
- 2.) Appropriate behavior will be reached between the student and the DRE.
- 3.) The student will remain in the Religious Education Office and use the remainder of class time to work on the current lesson.

HARASSMENT

Harassment on the basis of race, color, creed, religion, national origin, gender, age, disability, marital status or sexual orientation will not be tolerated in any form.

DRUGS AND ALCOHOL STATEMENT

The Catholic Church recognizes the adverse effects of chemical abuse. Therefore, Regina Tri-Parish Religious Education prohibits the use, passing, or selling of tobacco, alcohol, drugs or other narcotics in any form by students or adult volunteers. If there is a violation of this rule, parents or guardians will be notified. The student or volunteer may be suspended from the religious education program.

WEAPONS POLICY

The Diocese of Davenport has a **NO TOLERANCE** policy. This policy applies to matches, cigarette lighters, knives, guns and other objects that may be used as a weapon.

FIRST AID/ILLNESS

Whenever a student is injured or complains of feeling ill, the assistant will bring the child to the Religious Education Office. Parents will be called if a child is ill.

ELECTRONIC DEVICES

There will be no cell phones during class time. If in use during RE class, the cell phone will be confiscated and parents will have to retrieve them.

FIRE PROCEDURES

All classes will leave the building through the nearest exit. Catechists are responsible for knowing the location of the nearest exit and for keeping track of their assigned students. The students will line up outside the building in the **front** of the school.

TORNADO PROCEDURES

All classes will follow the instructions that is in every classroom on where to go and what to do. They are to kneel with heads down, protected by their hands.

LOCK DOWN

In the event that we are in LOCK DOWN catechists will remain in classrooms with locked doors, windows closed, lights off and blinds pulled. They will gather the children away from the area by windows and door. They will remain that way until further directions are received.

Emergency Plan / Safe Haven Program

Designated Evacuation Sites **for Regina Tri-Parish Religious Education**

In the event that we would need to evacuate the Regina Tri-Parish Education Center, students would be assigned to the following areas:

<u>Grade</u>	<u>Evacuation Site</u>	<u>Address</u>
Kind, 1st, & 2nd grade	J & S (319) 337-2365	2221 Rochester Ave.
Grades 3rd—6th	Iowa City Family Practice Clinic 351-6852	269 N. 1st Ave

COMMUNICATION

Verbal and written communication between parents and catechists is encouraged and will result in a better education.

The email address and/or addresses that are listed on the registration form will have our announcements and reminder information sent to them. Once we receive the registration form and another person would like to have their email address added, we will contact the person that has the email address on the form to see if it is OK to add the other person's email address.

PARENT INVOLVEMENT

CATECHISTS AND ASSISTANTS are needed. Please prayerfully consider working in the Religious Education program this year. It is an opportunity for you to be actively involved in your children's faith development.

Catechists and assistants have teaching manuals and weekly lesson plans to guide them in each of the lessons. The staff is always available to offer suggestions and to lend a helping hand. You do not have to teach the same grade as your child.

RELIGIOUS EDUCATION TUITION

The Regina Tri-Parish Religious Education tuition for students in grades K-8 is \$130.00 per student and not to exceed \$300 per family per year. Tuition covers approximately 50% of our budget. Parish assessments make up the difference. All materials and books are provided for the students and catechists.

Following are the choices available for payment for Religious Education fees. They are:

1. Annual payment of \$130.00 due at the time of **REGISTRATION**.
2. Semester payments of \$70.00 each Semester due:
First payment due at **REGISTRATION**
Second payment due **January 15th, 2019**

It is our policy that no family be denied Religious Education because of finances. The pastors are very supportive of this. There is financial assistance available for families who find it difficult to pay the fees. **Please contact the Religious Education Office at 319-351-7638 for an application for financial aid if you need assistance. It is all confidential.**