

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

## **2019-2020 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**

Kelly Larson

#### **Administrative Assistant**

Colette Szeszycki

### **Office Open**

August 1, 2019 – May 31, 2020

#### **Class Time for K-6<sup>th</sup>**

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

#### **Class Time for 7<sup>th</sup>-8<sup>th</sup>**

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

### **2019-2020 Theme**

Stay With Us

### **Sacraments**

**If your child is in 2<sup>nd</sup> grade**, please call the parish you are registered in for the additional upcoming meeting dates that you will need to attend at your church in order for them to receive the Sacraments of Reconciliation and First Holy Communion.

**Regina Tri-Parish Religious Education**  
**Calendar for 2019-2020**  
**6:30-7:30 pm**

**FIRST SEMESTER**

September 11	Catechist In-Service at Regina 6:30-9:00 pm ( <i>No Students</i> )
September 18	Family Night Open House
September 25	Class
October 2	Class
October 9	Class
October 16	Class
October 23	Class <b>K-6 Protecting God's Children</b>
October 30	Class <b>All Saints Celebration in Elementary gym</b> Parents are welcome
November 6	Class
November 13	Class <b>K – 2: Class at Regina 3 – 8: Reconciliation at St. Mary's</b>
November 20	Class
November 27	<b>NO CLASS – Thanksgiving Break</b>
December 4	Class <b>Advent</b>
December 11	Class
December 18	Class <b>Christmas Celebration</b>

**SECOND SEMESTER**

January 8	Catechist In-Service at Regina 6:30-9:00 pm ( <i>No Students</i> )
January 15	Class
January 22	Class
January 29	Class
February 5	Class
February 12	Class
February 19	Class <b>Ash Wednesday Prayer Service/Lent</b>
February 26	
March 4	Class
March 11	Class
March 18	<b>NO CLASS - Spring Break</b>
March 26	Class
April 1	Class
April 8	Class <b>Triduum/ Easter/ Easter Story</b>
April 15	Class
April 22	Class
April 29	Class <b>Mary Crowning Last Class End of year celebrations</b> <b>Parents are welcome</b>

# **Junior High Youth Ministry Nights**

**2019-2020**

**6:30 – 8:00 pm at St. Patrick Church**

Sunday, September 8<sup>th</sup>

Sunday, September 22<sup>nd</sup>

Sunday, October 13<sup>th</sup>

Sunday, October 27<sup>th</sup>

Sunday, November 10<sup>th</sup>

**Wednesday, November 13<sup>th</sup> – Reconciliation at St. Mary's**  
3<sup>rd</sup> – 8<sup>th</sup> Grade

Sunday, December 8<sup>th</sup>

Sunday, January 12<sup>th</sup>

Sunday, January 26<sup>th</sup>

Sunday, February 9<sup>th</sup>

Sunday, February 23<sup>rd</sup>

Sunday, March 8<sup>th</sup>

**Sunday, April 12<sup>th</sup> - No Class    Easter**

Sunday, April 26<sup>th</sup>

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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 a personal encounter with Jesus, spiritual growth, gaining an understanding and knowledge of the Catholic faith, and deepening 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.

## **2019-2020 Theme**

Stay With Us

# 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 seven essential 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 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 to participate 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 critical 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 7<sup>th</sup> & 8<sup>th</sup> 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. Adult facilitators will lead the evenings 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.

Religious Education 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 distributing snacks, passing 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. Home is the ideal setting for teaching and learning how to pray. Religious Education classes will also include prayer time during the night. Spontaneous, traditional, or prayers from the text will be used. Listed below are prayers that are taught at each grade level.

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

## **SPECIAL EVENTS**

### **RECONCILIATION**

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

### **MASS**

3<sup>rd</sup> – 6<sup>th</sup> grade will have a Mass. 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.

### **EXTRACURRICULAR ACTIVITIES**

- Kindergarten Caterpillar Project
- 1<sup>st</sup> grade Prayer Service "Light of the World" and Baptism
- 1<sup>st</sup> grade Prayer Pockets
- 2<sup>nd</sup> grade Altar Project
- 2<sup>nd</sup> grade Prayer Service "Last Supper," "Stations of the Cross"
- 3<sup>rd</sup> grade Creation Activity
- 3<sup>rd</sup> grade Chrismon Ornaments/Prayer Service
- 3<sup>rd</sup> grade Mass
- 4<sup>th</sup> grade Chrismon Ornaments/Prayer Service
- 4<sup>th</sup> grade Mass
- 5<sup>th</sup> grade Presentation of Bibles
- 5<sup>th</sup> grade Kiddush Cups
- 5<sup>th</sup> grade Seder Meal
- 5<sup>th</sup> grade Mass
- 6<sup>th</sup> grade Balloon Prayer Service
- 6<sup>th</sup> grade Mass
- K-6 All Saints Celebration
- K-6 Advent Activities
- K-6 Ash Wednesday Prayer Service
- K-6 Lenten Activities
- Mary Crowning – Final Class

## LIBRARY

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

## ATTENDANCE

Due to the limited time available for religious instruction, please have your child(ren) in their classroom on time...6:30 pm. If a student is going to be absent, please call the Religious Education Office (351-7638) to inform us. Or you can email the office at [carolyn.brandt@regina.org](mailto:carolyn.brandt@regina.org). Thank you

## HEALTH

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

## ARRIVAL AND DISMISSAL

**Wednesday 6:30-7:30 PM GRADES K-6<sup>th</sup>**

### 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 classroom 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 walkie talkie person in identifying cars and speed up the process. Please display it in the right-hand corner of the dashboard.

There will be only one 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 exit the building.

## CANCELLATION OF CLASS

If there is inclement weather and classes have to be canceled, it will be announced 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 KCCK.

## DISCIPLINE

### **General Rules:**

- To respect people in authority in all areas of the Religious Education program.
- To respect each other.
- To behave courteously.
- 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 routine discipline problems. If there are recurrent or severe 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 until the student settles down and is able to return to class.

## **HARASSMENT**

Harassment based on 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 doesn't feel well.

## **ELECTRONIC DEVICES**

Students are not to use cell phones during Religious Ed. class. If in use during RE class, the cell phone will be confiscated and parents will have to retrieve them in the RE office.

## **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 **front** of the school.

## **TORNADO PROCEDURES**

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

## **LOCK DOWN**

If we would have to declare a 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**

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

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

## COMMUNICATION

The email address that is listed on your registration form will be used for announcements and reminder information. 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 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 15<sup>th</sup>, 2020**

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.**