

RELIGIOUS EDUCATION COORDINATOR

708-788-6090

Adrian Gonzalez

PARISH STAFF

708-484-7951

Office hours: M-F— 8:30 a.m.-1:00 p.m.

Father Tony Markus	Pastor
Juan Valencia	Deacon
Steve Ryan	Business Manager
Mary Ann Rohr	Secretary
Roberta Birmingham	Secretary
John Babinec	Parish Maintenance
Steve Kittler	Music Director
Leticia Rojas	Youth Ministry
Maribel Rosales	Youth Ministry

Saint Pius X Parish
Office of Religious Education
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Mutual Commitment
St. Pius X Religious Education

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As Catholics and Christians, we are on a faith journey to seek, to know and to follow our Savior. Our goal as administrator, parents and catechists is to strengthen and stimulate the spiritual and moral growth of our children. Parents are their children's primary religious teachers and role models. This is an awesome responsibility. Catechists supplement the knowledge, direction and example provided by parents and the coordinator of religious education.

Dear Parent/Guardian,

This is your copy of the Policy Booklet for St. Pius X Parish Religious Education Classes. Keep this book handy for phone numbers and reference.

In order that you might better understand the philosophy and requirements of St. Pius X Parish Religious Education Program, it is important that you thoroughly read this booklet.

Sincerely,

Adrian Gonzalez

Religious Education Coordinator

OFFICE ENTRANCE/SCHOOL ENTRANCE

During Religious Education office hours, please use the main doors of the church to the entrance of the school building. If the doors are locked, ring the doorbell located to the left of the main doors and we will “buzz” you in.

For Sunday sessions, please use the main entrance doors of the church to enter the school building. We will be there to welcome you.

CONTACT US

If you need to speak with the catechetical leader or the Religious Education Director please make an appointment at **708-788-6090**. This will allow us to give you our uninterrupted attention. You may also send us an Email: **spxre1@sbcglobal.net**.

Stay in touch with the Parish Family by visiting the Parish website weekly at: **<http://www.stpiusxstickney.org/>** You can find Religious Education information under the “Faith Formation” tab.

Hablamos español,

Llame a la oficina de educación religiosa : 708-788-6090

Please read the Religious Education Policies and Guidelines carefully before signing and returning the registration form and the signed policy sheets.

The ***Religious Education Program*** is for students in Kindergarten through Grade 8. High School students preparing for Confirmation will attend Religious Education classes on Sunday Mornings also. Kindergarten students must have reached their fifth birthday on/before September 1, 2018.

St. Pius X Parish Religious Education Program is operated under the auspices of the Catholic Bishop of Chicago, a corporation sole, in the Archdiocese of Chicago.

St. Pius X Parish Religious Education Program admits students of any sex, race, color, or national and ethnic origin to all rights, privileges, classes and activities generally accorded or made available to students in this religious education Program.

St. Pius X Parish Religious Education Program does not discriminate on the basis of sex, race, color, or national and ethnic origin in administration of its policies, supplementary classes or any other classes-based function.

It is expected that each family become actively involved in St. Pius X Religious Education Program and Parish in order to model a living, conscious and active Christian faith and to reinforce the values and attitudes for living that faith.

It is assumed that families worship with the community of St. Pius X on a regular basis. There are many ways for family members to be involved in the life of our parish, by volunteering for the various ministries, activities and committees, and financial support of the parish through the weekly and special collections is expected. Each child receives a box of envelopes at their first session. It is encouraged that the children use the envelopes when they attend mass. A financial gift is recommended and it is asked that the child consider doing a good deed during the week and acknowledging that deed on the envelope. The family and their children also agree to act in accordance with these values and attitudes.

All family members should act in a truly Christian manner and cooperate fully with St. Pius X Parish. ***If you are NOT a registered family, please fill out the Parish Registration Form included in your child's registration packet.***

The Catechists, Aides, and Parents, who are the primary educators of children, form a team. As we hand on our Roman Catholic traditions, we believe that we are giving them a valuable tool to interpret life, and that we are sharing with them the Good News that we have found in faith. Parents, first and foremost, pass on the faith to the children, we as catechists help the children to understand our faith. As the parish catechetical staff, we have outlined the following policies to assure a harmonious, effective, and enjoyable Religious Education year together.

ENROLLMENT: St. Pius X's Religious Education Program is generally accorded or made available to students whose families are registered in the parish. Exceptions to this general policy will be reviewed on an individual basis by the Pastor and Coordinator of Religious Education (CRE). In all cases, the availability of the Classes to families outside of the parish will be made only when the needs of St. Pius X Parish have been determined to have been adequately met.

Policy on admissions:

Priority:

1. Children of parishioners
 - A. children from families with children already enrolled
 - B. children now reaching school age
 - C. children transferring from a parish school
 - D. children from families newly moved into the parish
2. Children of non-parishioners
 - A. children from families with children already enrolled
 - B. children now reaching school age
 - C. children transferring from a parish school
 - D. other children seeking to enroll

REGISTRATION: Registrations are taken on a first come, first served basis. Registrations can be made in person. Minimally, a deposit toward the full cost of tuition is expected at the time of registration.

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TUITION/SACRAMENT CLASSES FEE PAYMENTS: Tuition and Sacrament Classes fees can be paid in regular payments from August thru March of the Religious Education School year. It is expected that each family enrolled in the St. Pius X Religious Education Program pay the required tuition for the classes as well as the required Sacrament fees. If unforeseen financial difficulties arise during the year, please contact the Coordinator of Religious Education immediately. No child will be denied religious education due to the financial circumstances of the family. (We must be made aware of the special circumstances to insure enrollment for the following year.) Payment of Religious Education tuition and/or Sacrament Class fees can be made by personal check, money order or cash.

If personal checks are returned NSF twice during any one school year, payment will be accepted only by cash or money order, thereafter. If we, the parish, are charged bank fees for the NSF check, reimbursement of these fees is required, also.

Tuitions and Fees can be paid in installments. Please bring (minimally) a deposit of 50% of the tuition per student toward the full tuition at the time of registration. If your family is experiencing financial difficulties at this time, please speak with the Coordinator of Religious Education. Arrangements can be made and please register your child (ren) – your child’s formal Religious Education is important!

**ALL STUDENTS SHOULD BE REGISTERED BY
THE SECOND SATURDAY IN SEPTEMBER**

Classes begin the third Sunday of September.

All tuition must be paid in full no later than March 1st of the current school year.

First Communion Fee due by March 1st of the current school year.

Confirmation Fee due by November 4th of the Confirmation year.

DROP OFF AND PICK UP: When dropping off and picking up your child (ren), please park in the lot on Grove Avenue. Grove Avenue will not be blocked by safety cones. All students will enter and exit through the Church lobby. **The Grove Avenue doors are for emergency use only.** Parents may drop off / pick up children on the south side of 43rd Street between Grove Ave and Oak Park Ave. Students need to cross in the crosswalks either on Grove Ave or Oak Park Ave., **NOT IN THE MIDDLE OF THE STREET.** During the brief period prior to the beginning of class, we ask that students stay out of the courtyard and grassy areas which can be muddy and/or covered with snow. Students should wait in the lobby until the Catechists, Aides, or Office Support escort the students to their classrooms. Please see that your child arrives no later than 9:00 a.m. There is no adult supervision outside of the building before or after classes. Adults do wait a reasonable length of time for parents to pick up their child (ren) after class. If an adult does not pick up a child, the child will return to the Religious Education Office and wait for an adult to pick him/her up.

STUDENT BEHAVIOR/DISCIPLINE GUIDELINES: The same rules that govern our children's daytime classes also govern their Religious Education classes. Religious Education is school. It would be unfair to those who take instruction seriously if there were not guidelines to keep all classrooms well ordered. We are confident that our students can show courtesy, respect and attention during Religious Education classes.

If a student is disruptive, the catechist will address the issue, if the student does not cooperate, the student will then be sent to the CRE. If this becomes a pattern, the parent will be called to make an appointment to speak with the CRE and the catechist. If the disruptive behavior continues it may become necessary for the CRE to remove the child from the Classes. The CRE will provide alternative approaches to Religious Education to the parent. At times a "Behavior Contract" must be agreed upon and signed by parent, student and CRE as a requirement for admission to the Classes.

Please note that if there is any destruction of property, the offending child (ren)'s parent(s) will be called and it will be the family's responsibility to make restitution.

We reserve the right to inspect all desks or other parish supplied enclosures. In addition, we reserve the right to inspect a participant's personal property when there is reasonable belief that the individual is violating the rules, regulations and policies of St. Pius X Religious Education Classes.

Portable electronic devices, toys, candy, gum, etc. are not to be brought to class. If these things are brought to class, they can be taken away and can be picked up by THE PARENT. These items will be kept in the Religious Education office.

Note: Cell phones must be turned off during class time.

EMERGENCY PROCEDURES:

Fire Drills will be conducted during the school year.

Snow days: If Religious Education classes have to be canceled because of snow/ice storms, you will be notified by phone, as soon as possible after the decision has been made. Your child's catechist or the CRE will contact you.

Tornado weather: If there is a tornado **warning** in effect, students will not be dismissed to walk home, if a parent or other adult is present to take the child (ren) home, the parent/adult assumes the responsibility of seeing the child (ren) home safely.

We must have the Emergency Information on hand: an emergency number - someone other than the parent or some way to contact a parent e.g. cell phone. Please see that this information is current with the office. Please notify the office immediately of a change in phone number, address or emergency contact person.

ABSENTEE CODE: Please make sure that your child (ren) attends each and every Religious Education Class and arrives on time and ready to begin class immediately. Since we meet a minimum of Twenty-five (25) times and there is so much material to be explored and learned, regular attendance is a requirement. Only four (4) absences will be allowed and all work covered during the absence is expected to be made up. If absenteeism is noted to be a problem, a notice may be sent to the parent indicating that a conference will be necessary with the parent, catechist, child and CRE. **Excessive absenteeism may result in delay of the receiving of a sacrament.** Therefore, please save all absences for illness or unforeseen emergencies.

If your child must be absent, please call the Religious Education Office (708-788-6090) or email at spxre@sbcglobal.net before 9:00am on the day of class. Students will be listed as an “UNEXCUSED ABSENCE” if a parent fails to call in the absence. Please do not call the Parish Office.

TARDINESS: Any student who arrives after 9:00am is to enter through the Church Lobby and go to the Religious Education Table in the foyer for a tardy slip.

EARLY DISMISSAL: Our limited schedule means that we must make the most of every minute of class time. If for some reason your child (ren) needs to be dismissed before 10:15 AM, the RE Coordinator and Catechist must be notified in writing and a parent/guardian must come to the Religious Education Office (at the specified time of dismissal) and sign an early dismissal slip. No child will be allowed to leave the building until a parent/guardian signs the dismissal slip. This is to insure the safety and well-being of our students.

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HOMEWORK: Religious Education homework is important! Please see that your child completes homework assignments and **SEE THAT YOUR CHILD BRINGS BOTH COMPLETED ASSIGNMENTS, FOLDER, TEXTBOOK and ACTIVITY BOOK** to class. (Textbooks are sent home at the discretion of the

individual catechist. Homework may not be assigned after each class. Homework assignments are given at the discretion of the individual catechist.) Please encourage your child to share the lessons with you. At times, homework assignments will require a parent/guardian's signature.

MEDICATION: Except in extraordinary circumstances which must be approved by the CRE, the religious education Classes or personnel will not maintain, supervise the taking of, or administer any type of medication.

LITURGICAL EXPERIENCES: It is our assumption that the children enrolled in our Religious Education Classes attend Mass on a regular basis. Regular Mass attendance is important, as being a part of the worshipping community helps the student to see how religion and faith are part of daily life. The students do participate in prayer services on a regular basis as a part of the Religious Education Classes. This is not a substitute for or in place of regular weekend Mass attendance.

PARENTAL CLASS ATTENDANCE: We encourage parents or guardians to attend one religious education class a month for each student registered. For example, if a family has two students registered, then a parent would attend twice a month, etc.

SACRAMENTAL CLASSES POLICY: Our Religious Education Classes for students attending public school is, minimally, an eight (8) year commitment. Each year is unique and important and **SHOULD NOT BE SKIPPED**. **Any student wishing to receive a sacrament (e.g. Baptism, First Eucharist, First Reconciliation, Confirmation), MUST be enrolled and ACTIVELY PARTICIPATE in a Religious Education Classes for two consecutive years prior to the reception of First Holy Communion and two consecutive years prior to the reception of the sacrament of Confirmation.**

This means a child must have attended both first and second grade Religious Education before the reception of First Reconciliation and First Eucharist in the spring of second grade.

For the reception of Confirmation, the student must have attended, minimally, fifth, sixth, seventh and eighth grades of Religious Education and taken an active role in the preparation for Confirmation.

PARENTAL ACCESS TO CHILD/RECORDS: The St. Pius X Parish Religious Education Classes abides by the provisions of the Buckley Amendment. Divorced/Separated parents **must file a COURT CERTIFIED COPY OF THE CUSTODY** section of the divorce decree or separation agreement with the Religious Education Office. This will become a part of your child's permanent record. If at any time, the custody of the child changes, an amended copy must be filed with the office. Briefly, the Buckley Amendment provides that BOTH parents have access to the child's records, though physical access to the child is determined by the court decree.

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CALENDAR: A calendar is included with the registration packet and is given at the beginning of each school year with class dates, important parent meetings, etc.

POLICIY CHANGES: Statements in this handbook are subject to amendment with or without notice. The Religious Education Coordinator will attempt to keep you informed of all changes as soon as practical; however, some changes might be made immediately due to unforeseen circumstances.

PRAYER PROGRAM

It is our belief that memorized formal prayer is a necessary part of faith development. The basic prayers of our Catholic Christian heritage are taught and prayed at home long before the children enter a formal religious education program. However, within the context of our religious education sessions we review these prayers and add a few that the family may not have taught the children. In order for these prayers to be learned, memorization is fostered and encouraged. Within our sessions we take time to pray the formal prayers of the church and expect that families will take time to pray them with their children at home—perhaps before meals or at bedtime.

Below is a listing of the prayers that the children/teens are expected to “learn and know by heart” and be ready to pray aloud when invited to do so. Each year builds on the previous ones so the prayer repertoire increases each year. Confirmation candidates are responsible for knowing these prayers and being able to write them out correctly.

Kindergarten	The Sign of the Cross	The Glory Be
Grade 1	All of the above prayers plus: The Lord’s Prayer The Ten Commandments	The Hail Mary
Grade 2	All of the above prayers plus: Act of Contrition Alleluia	Lord Have Mercy Holy, Holy, Holy Lord I Am Not Worthy
Grade 3	Lamb of God	Morning Offering
	All of the above prayers plus: Grace Before and After Meals The Stations of the Cross	

Grade 4 **All prayers listed on page 14 plus:**
Prayer of the Holy Spirit Hail Holy Queen
Mysteries of the Rosary The Beatitudes

Grade 5 **All prayers on page 14 and all of the above prayers plus:**
The Apostle's Creed
(Profession of Faith)

Grade 6 **All prayers on page 14 and all of the above prayers plus:**
Gloria (Prayer of Praise used at Mass) Memorare

Grade 7&8 **All prayers on page 14 and all of the above prayers plus:**
Nicene Creed (Profession of Faith used at Mass)