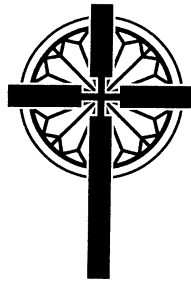


Parish Website: <http://stmariagoretti.org/>
Click on REL.ED/YM heading to access the latest Religious Education and Youth Ministry calendars, forms, special dates, staff contact information, and more!

Like us on St. Maria Goretti Religious Education Facebook page for updates and information as well!



2016 – 2017

EARLY CHILDHOOD EDUCATION (ECE) & GRADES 1-5 RELIGIOUS EDUCATION (RE) HANDBOOK

Margaret Breunig Clark—

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St. Maria Goretti Catholic Parish Mission Statement

*Our parish family is called to grow in faith and love.
We desire to be in union with Jesus Christ and one another.
We will accomplish this mission through worship and prayer,
education and evangelization in our community and world.
With St. Maria Goretti as our patron,
we strive to follow her life of forgiveness and holiness.*

*May we pursue this mission faithfully,
encouraging others to join us in discipleship for the Lord.*

Welcome!

Welcome to ECE and Grades 1-5 Religious Education at St. Maria Goretti Catholic Church! We are happy to have you and your family involved in the Religious Education program of the parish. The purpose of this handbook is to introduce you to the Early Childhood Education (ECE) and Grades 1-5 Religious Education (RE) programs.

You will also find information on First Reconciliation and First Holy Communion.

Most of your questions will be answered in this handbook but please also check out our parish website: <http://stmariagoretti.org/> for updates and events. You can also find email links to staff, phone numbers, and other information pertinent to the parish.

If I can help you in any way, please feel free to contact me at 271-3732 or margaret.clark@stmariagoretti.org.

I look forward to learning about and growing in our faith together.

*Margaret Breunig Clark
Director of RE and ECE*

FAMILY SUPPORT AND PARTICIPATION

► *Support* ◀

Your support of the religious education program is essential. Many family members and parishioners volunteer as teachers, aides, office help, or childcare providers. We are grateful for your assistance! The program cannot function without volunteers. Please call Margaret at 271-3732 to find out what opportunities are available.

► *Communicate* ◀

Please remember all our Catechists and Assistants are volunteers so be sure to be kind and respectful. Please call me at 271-3732 if you have any questions, comments, suggestions, or concerns. It is our goal to provide a positive experience of faith and community for your family. Please don't wait until the end of the year to let us know of any situations or concerns. Communicate your concerns and needs as they arise!

► *Pray* ◀

Keep the Religious Education program and Early Childhood Education program in your prayers. Please pray for your children. Please pray with your children. Please pray for all the Catechists and volunteers who teach, lead, and pass on the faith to the youngest members of our parish.

► *Participate* ◀

Please attend Sunday Mass with your family. The Eucharist is the source and summit of our faith! Everything we need to know about our Catholic faith is contained in the Mass. Participate in a variety of liturgical celebrations. Please consider volunteering in the parish if you are not already doing so.

PARISH RELIGIOUS EDUCATION POLICIES

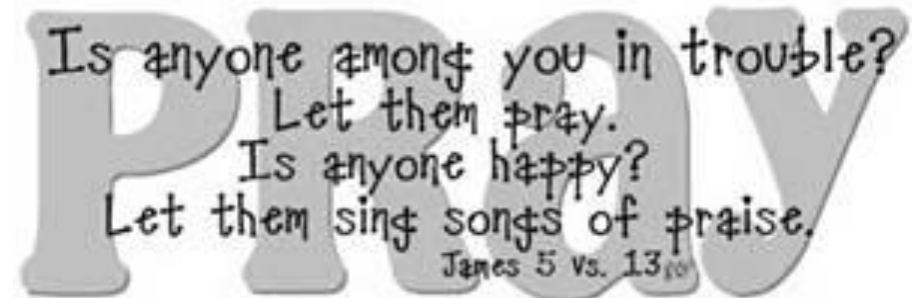
► *Attendance* ◀

Regular attendance in religious education class is an important factor in deepening our understanding of our triune God through the study of Scripture, prayer, Church teaching, and community.

Absences are to be called in to the RE Office at 271-8081 prior to the start of a session. Please leave a voice message with your child's name, grade, parent name, and reason for absence. If there is no notification of absence by a parent, a phone call may be made to the main contact number by a volunteer Office Assistant. **Absences ONLY need to be called in for RE sessions!** Thank you for helping us keep our children safe.

Late arrivals are discouraged, as they are disruptive to the class. Those arriving more than 10 minutes after the start of class time will need to check in with the Religious Education Office.

Leaving early is discouraged. If you need to pick up your child early, please sign the white message board in front of the Religious Education Office. A volunteer Office Assistant will bring your child to the RE Office at the time you indicated on the white message board. Pick up your child at the Religious Education Office. Please do NOT go directly to your child's room.



► Drop-off & Pick-Up Procedure ◀

Grades 1-5: DO NOT DROP YOUR CHILDREN OFF. Please park and walk your child(ren) into the School Cafeteria. They will sit with the Catechist and the rest of his/her class. As soon as he/she has checked in with the Catechist, you may leave. I will meet with all the children in the cafeteria to start class. You are welcome to stay! I will share upcoming liturgical celebrations, talk about the Saint of the day, and lead everyone in prayer.

To pick up your child, park and come into the school. Please go to your child's classroom and wait outside the door until class is dismissed.

Please do not park along the curb adjacent to the school. Do not drop your child off more than 10 minutes before the beginning of the session. Please be prompt and pick up your child/children on time.

Early Childhood Parents should come into the classroom to sign their child in and out each week. Your promptness is appreciated.

► Communications ◀

Our parish website (www.stmariagoretti.org) serves as our official means of communication. The parish bulletin is available along with our program calendars, registration forms, and notice of upcoming events. I will also send e-mails to remind parents of upcoming events or update them on sacramental preparation. **Parents are encouraged to discuss their child's progress with the teacher or myself.** Any serious matter or concern will be brought to parental attention immediately. If you have any questions, comments, or suggestions please feel free to share them with your child's catechist or call Margaret at 271-3732.

► Cancellation of Classes ◀

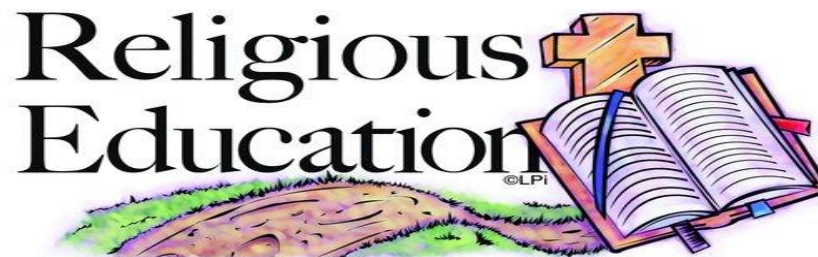
Inclement weather or other circumstances may require the cancellation or early dismissal of classes. **When MADISON schools close due to bad weather, we will automatically cancel classes.** When weather conditions deteriorate after public school dismissal resulting in the cancellation of RE classes we will take the following steps to inform registered families:

1. We will contact local radio stations with an announcement of cancellation. The radio stations are listed below.
2. We will send a notice via e-mail.
3. We will place a voice message on our phone answering system.

Should weather conditions deteriorate during class time, we ask parents to use their discretion in coming early to pick-up their children. We will follow emergency procedures as required by the situation (tornado, flash flood, etc.). Parents bear the responsibility for being informed regarding cancellation and for making decisions about class attendance under questionable weather conditions. If you are concerned about road conditions because of weather, please do not bring your children to class. We serve numerous school districts, and each family may reach a different decision about school cancellations due to weather!

RADIO STATIONS

1310 AM/101.5 FM WIBA	1191 AM/102.5FM WNWC
1070 AM WTSO	92.1 FM WMAD
96.3 FM WMLI	104.1 FM WZEE



► Custody Issues ◀

In the event of a divorce or separation, it is assumed by the Religious Education and Youth Ministry Offices that each parent has been awarded equal rights in regard to access to their children. If there are special circumstances such as sole custody, limited access, or restraining orders, copies of these court documents must be on file in the RE/YM office.

► Health Concerns and Medication ◀

Catechists and staff are not allowed to dispense medication to students. If there is a need to make a policy exception, please contact the Religious Education Office to obtain a form authorizing the administration of medication.

► Policy for Parents Posting Pictures/Videos on Websites NOT Associated with SMG ◀

In the interest of safety for our children at SMG School, Religious Education, and Youth Ministry, we **STRONGLY** encourage parents to follow this policy regarding the posting of photos and/or videos online.

Parents who share pictures and/or videos of St. Maria Goretti students at SMG School, Religious Education, Early Childhood Education, and/or Youth Ministry sponsored events need to follow these guidelines:

- Do not post any names of children.
- Do not allow comments on the website.
- Do not identify this website as associated with St. Maria Goretti (*no teacher's name, class name, grade level, etc.*)
- Parents who set up a website are responsible for continuous oversight of this website.
- Parents who choose to post pictures of their children's friends/classmates/class on their own website—including social media sites such as a Facebook page—should ask permission of other parents before posting.

► Snacks for Special Occasions ◀

If your child wants to celebrate a special event with his/her RE class, make sure there are no peanuts, peanut oil, or tree nuts. There are children who attend SMG who can go into shock from even the smallest exposure to these products. Please let Margaret know at 271-3732 if you are bringing in snack for a special occasion. Notify me if your child has any food allergies.

► Discipline Procedures ◀

In accordance with classroom rules established by each class on opening day, the following consequences for rule infractions are to be observed:

FIRST INFRACTION: A verbal warning is issued that a rule is not being followed. Depending on the seriousness of the infraction and the teacher's judgment, the student may be asked to meet with Margaret and have some down time in the RE Office.

SECOND INFRACTION: Student will be escorted to the Religious Education Office for a conference. Parents will be called and will be asked to sit in on the next class with their child.

THIRD INFRACTION: Student is escorted to the Religious Education Office. Parents are called and a conference is held to determine programming alternatives.

THE INTENT OF THESE CONSEQUENCES is to assure that a safe and orderly classroom environment conducive to both teaching and learning is maintained. Appropriate and respectful behavior is expected. To assist our volunteer staff in the parish religious education program, classroom management techniques are part of the **INITIAL ORIENTATION** provided each fall and will be addressed throughout the year.

► Fire Safety and Disaster Preparation ◀

A fire and disaster plan is posted in each classroom used by the RE and ECE program identifying a floor plan and the preferred exit route and gathering site outside the building.

► Prayer Memorization and Testing ◀

In 2012, the Diocese of Madison released new “Catechetical Standards and Benchmarks”. The standards are broken into four parts:

1. **Profession of Faith**—to know and understand the fundamental teachings of Jesus Christ in His church, according to the articles of our Profession of Faith, such as the Nicene Creed.
2. **Liturgy and Sacraments**—to know and appreciate the centrality of the Eucharist and the importance of sacraments in the life of Catholics.
3. **Life in Christ**—to understand and reflect the dignity of the human person and his/her vocation to freely know, love, and serve God and neighbor.
4. **Christian Prayer**—to understand the revelation and tradition of the Catholic life of prayer.

As part of these standards, the Diocese of Madison has provided a list of prayers that students should know and understand based on their grade level. *Each grade level builds on the next one* so if your child is a 4th grader, he/she should be able to demonstrate everything beginning in Pre/K.

PRESCHOOL/KINDERGARTEN

1. **Demonstrate prayer gestures, such as folding hands to pray, kneeling, blessing oneself with holy water, and genuflecting.**
2. **Demonstrate the words and actions of the Sign of the Cross**
3. Introduce the Hail Mary.
4. Begin to know the Mass responses: “Amen”, “Alleluia”, “Lord, hear our prayer.”
5. Memorize the Blessing before Meals.

FIRST GRADE

1. **Recite the Our Father.**
2. **Recite the Hail Mary.**
3. **Recite the Glory Be.**
4. Learn the prayer to the Guardian Angel.
5. Introduce the Rosary “Joyful Mysteries”.
6. **Learn the Preschool/Kindergarten prayers.**

SECOND GRADE

1. **Demonstrate and explain blessing before Gospels.**
2. **Recite the Act of Contrition.**
3. Introduce the Nicene Creed.
4. Introduce the Stations of the Cross.
5. **Learn the Preschool/Kindergarten – 1st grade prayers.**

THIRD GRADE

1. Introduce the mysteries of the Rosary—Joyful, Sorrowful and Glorious.
2. **Learn the Preschool – 2nd grade prayers.**

FOURTH GRADE

1. Recite the Rosary—Joyful, Sorrowful, Glorious, Luminous.
2. Learn the Memorare.
3. Recite Hail Holy Queen.
4. Recite the Angelus.
5. **Learn the Preschool – 3rd grade prayers.**

FIFTH GRADE

1. Know all the Mysteries of the Rosary.
2. Learn the Prayer to St. Michael the Archangel.
3. Learn the Litany of the Sacred Heart.
4. **Recite the Nicene Creed.**
5. **Learn the prayers from Preschool – 4th grade.**

During a class in February, 2017, we will “test” the children on the prayers that are **HIGHLIGHTED IN BOLD**. I encourage you to try to make these prayers a daily or weekly part of your family routine! After saying these prayers frequently at home together, you will be amazed at how quickly you and your children are able to memorize them. Please do not stress out about this “test”. We are simply setting up some goals and hoping to achieve some of them!

PRAYER MEMORIZATION

Sign of the Cross—*all grades*

In the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Our Father (Lord's Prayer)—*2nd – 5th graders*

Our Father, who art in heaven,
hallowed be thy name;
thy kingdom come;
thy will be done on earth as it is in heaven.
Give us this day our daily bread; and
forgive us our trespasses as we forgive those who trespass against us; and
lead us not into temptation, but deliver us from evil. Amen.

Hail Mary—*3rd - 5th graders*

Hail Mary, full of grace.
The Lord is with thee.
Blessed art thou amongst women, and blessed is the fruit of thy womb, Jesus.
Holy Mary, Mother of God, pray for us sinners,
now and at the hour of our death. Amen.

Blessing Before Meals—*all grades*

Bless us, O Lord, and these thy gifts which we are about to receive from thy bounty through Christ our Lord. Amen.

Prayer to the Guardian Angel—*all grades*

Angel of God, my guardian dear,
To whom God's love commits me here,
Ever this day, be at my side,
To light and guard, rule and guide.
Amen.

Glory Be—*all grades*

Glory be to the Father, and the Son, and the Holy Spirit.
As it was in the beginning, is now, and ever shall be,
world without end. Amen.

Blessing Before Gospel Reading—*2nd – 5th graders*

Lord, may your word always be
on my mind (*sign on your forehead*),
on my lips (*sign of your lips*),
and in my heart (*sign on your heart*).

Act of Contrition—*2nd - 5th graders*

My God, I am sorry for my sins with all my heart. In choosing to do wrong and failing to do good, I have sinned against you whom I should love above all things. I firmly intend with your help, to do penance, to sin no more, and to avoid whatever leads me to sin. Our Savior Jesus Christ suffered and died for us. In his name, my God, have mercy.

The Nicene Creed—5th Graders

I believe in one God,
the Father almighty,
maker of heaven and earth,
of all things visible and invisible.
I believe in one Lord Jesus Christ,
the Only Begotten Son of God,
born of the Father before all ages.
God from God, Light from Light,
true God from true God,
begotten, not made, consubstantial with the Father;
through him all things were made.
For us men and for our salvation
he came down from heaven,
and by the Holy Spirit was incarnate of the Virgin Mary,
and became man.
For our sake he was crucified under Pontius Pilate,
he suffered death and was buried,
and rose again on the third day
in accordance with the Scriptures.
He ascended into heaven
and is seated at the right hand of the Father.
He will come again in glory to judge the living and the dead
and his kingdom will have no end.
I believe in the Holy Spirit, the Lord, the giver of life,
who proceeds from the Father and the Son,
who with the Father and the Son is adored and glorified,
who has spoken through the prophets.
I believe in one, holy, catholic and apostolic Church.
I confess one Baptism for the forgiveness of sins
and I look forward to the resurrection of the dead
and the life of the world to come. Amen.

Early Childhood Education

Our Early Childhood program is for children ages 3 through Kindergarten. Using the Diocesan Standards for Early Childhood Education, this faith development program is designed to lead youngsters to know and love God, who made them. The goal of the program is to shape attitudes in the children that will prepare them to be committed Catholics. The children are encouraged to discover and explore the wonders of God in the world around them, in themselves, in their families and in the special gift of Jesus. Hands-on fun activities focus on faith development through arts and crafts, language, games, and visual, motor and listening skills.

**Sessions begin at 9:00 AM.
Children are dismissed *after*
the 9:00 AM Mass.**



2016 – 17 Calendar for Early Childhood

September 25	Open House in School <i>after the</i> 9:00 AM Mass
October 2	Session
October 9	Session
October 16	Session
October 23	Session
October 30	OFF
November 6	Session
November 13	Session
November 20	Session
November 27	OFF
December 4	Session
December 11	Session
	CHRISTMAS BREAK
January 8	Session
January 15	Session
January 22	Session
January 29	OFF
February 5	Session
February 12	Session
February 19	Session
February 26	OFF
March 5	Session
March 12	Session
March 19	Last Session & Blessing at Mass

Grades 1-5 Religious Education

We use the Be My Disciples text at each grade level, except for the Sacramental preparation class. The curriculum is divided into three parts: *Believe, Worship, and Live*. The textbooks help children and their families to answer Jesus' call to "Be My Disciples". It invites children to discipleship. It teaches Scripture, Doctrine, and Celebration. It challenges children to integrate faith and life. Be My Disciples helps children know and live their faith through loving service to others.

Each student will receive a copy of the Be My Disciples textbook on opening night. Please take time to ask your child what they talked about in class, discuss the concepts together, and review those concepts whenever you have a chance during the week. Parents are regularly updated on the Religious Education program through e-mail. The children should take their books home each week. *Please remember to send the book back with your child every Monday!*

Our Religious Education program is offered Mondays from 4:00 – 5:15 PM and 6:00 – 7:15 PM, October through April, in St Maria Goretti School.

2016 – 17 Calendar for Grades 1 through 5

October 3	First Session
October 10	Session
October 17	Session
October 24	Session
October 31	OFF
November 7	Session
November 14	Session
November 21	Thanksgiving Potluck
November 28	Session
December 5	Session
December 12	Advent Family Pizza and Bingo Night
CHRISTMAS BREAK	
January 9	Session
January 16	OFF
January 23	Session
January 30	Session
February 6	Session
February 13	Session
February 20	Session
February 27	OFF
March 6	Session
March 13	Session
March 20	Session
March 27	Session
April 3	Session
April 10	OFF
April 17	Session
April 24	Last Session—Please join us for an ice cream social the last 15 minutes of class

Special Events for 1-5th Grade RE

THE ANNUAL THANKSGIVING POTLUCK

DINNER is Monday, November 21, at 6:00 PM, in the School Cafeteria. All family members are invited and strongly encouraged to attend this fun event. The purpose of this evening is to build community between Religious Education parents and children and to give glory and thanksgiving to God for the many gifts we receive from Him. It's a wonderful opportunity to visit with other St. Maria Goretti families and a chance to thank Catechists for their hard work and devotion.

ADVENT FAMILY BINGO AND PIZZA NIGHT is

Monday, December 12, from 6:00 – 7:15 PM, in the School Cafeteria. All family members are invited to attend! We will eat pizza together and then play some bingo to help us learn about Advent. Prizes will be handed out; everyone is a winner! This is a fun and informative event for the entire family!

OUR LAST SESSION is Monday, April 24. All family members are invited to an ice cream social to celebrate the year. Please come the last 15 minutes of class time to celebrate with us!

***St. Maria Goretti,
pray for us***

