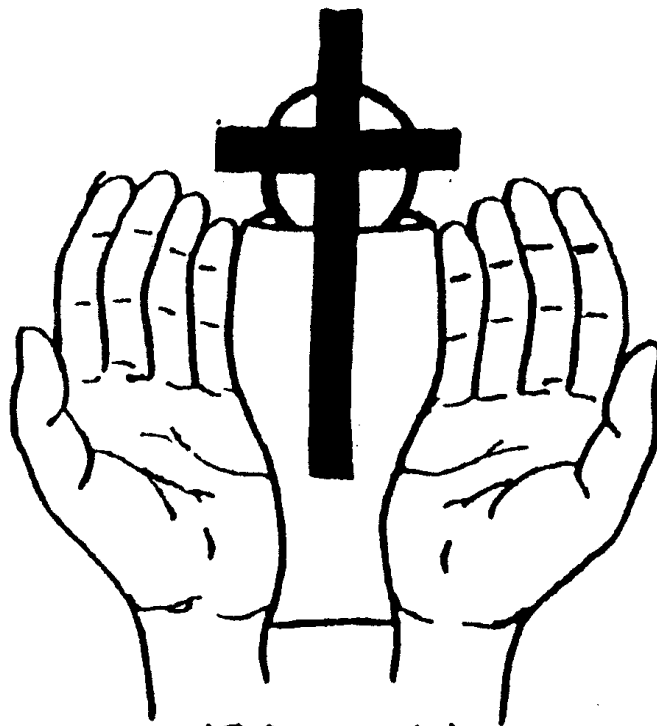


ST. KATHARINE  
DREXEL



PARISH  
COMMUNITY

FAITH FORMATION

Handbook

2009-2010

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**PARISH FAITH FORMATION  
MISSION STATEMENT/CATECHETICAL PLAN**

“In accordance with the Roman Catholic way of life, the parish of St. Katharine Drexel seeks to offer opportunities for spiritual growth and faith enhancement for all ages to encounter the gospel message of Jesus Christ. Through these encounters with God’s generous love, we serve one another in hopes of fostering community and Christian fellowship.”

**FAITH FORMATION PERSONNEL**

**Staff Members**

Fr. Joseph Phiet-The-Nguyen, Pastor	979-826-2275
Ivan Botello, Pastoral Associate	979-826-2275
Lucille Pavlock, Religious Education Director	979-826-2275
Bridget Landin, Youth Minister	979-826-2275
Maria Arteaga, Receptionist	979-826-2275

**Coordinators**

	Early Childhood
	Elementary
	Jr. High
	Sr. High
Dr. Mary Hawkins	First Reconciliation/First Eucharist
Lucille Pavlock	RCIA for Adults/Children
Bill & Lucy Weaver	Confirmation
Deacon John Pelletier	Infant Baptism
Martina Zolli	Quince Años
Carmela Esquivel	Vacation Bible School

## **ST KATHARINE DREXEL CATHOLIC COMMUNITY**

### **Faith Formation Office**

**800 FM 1488  
Hempstead, TX 77445**

**Telephone: 979-826-2275  
Fax: 979-826-8057  
E-Mail: [lpavlock@sbcglobal.net](mailto:lpavlock@sbcglobal.net)**

### **Faith Formation Office Hours**

<b>Sunday</b>	<b>9:00 a.m. – 1:00 p.m.</b>
<b>Monday</b>	<b>6:30 p.m. – 8:30 p.m.</b>
<b>Tuesday, Thursday, Friday</b>	<b>10:00 a.m. – 12:00 noon; 1:00 – 5:00 p.m.</b>
<b>Wednesday</b>	<b>10:00 a.m. – 12:00 noon; 1:00 – 8:30 p.m.</b>

## **GENERAL POLICIES AND PROCEDURES**

### **REGISTRATION**

Registration will be held on pre-scheduled days/nights in August each year. Dates and times will be posted in the bulletin several weeks prior to registration. Children will be assigned to classes according to their grade in school. To have your child assigned to a different grade level you must contact the RE office. Children/youth will not be permitted to class unless a parent/guardian registers them. Keep in mind that late registration may result in a child/youth not being able to enter a classroom, due to lack of space. Registrations will be taken on a first come first serve basis. However, there is the option of home schooling.

Parents, who have children that require special attention, should contact the RE office. Every attempt will be made to provide individual instruction as needed.

The registration fee for families who register and complete materials before the first day of class will be charged \$30.00 per child, up to a maximum of \$70.00 per family. Once class begins, registration fee will be \$40 per child, up to a maximum of \$90.00 per family. Fees are due at time of registration. **No one shall be denied religious education for financial reasons. Please contact the RE Office for confidential arrangements.**

### **FIRST CLASS MEETING**

A parent meeting for new families will be held on the scheduled days/nights of registration. A parent/guardian **must** attend one of the scheduled meetings. Parents will receive instruction on programs, textbooks, sacrament requirements, discipline procedures, etc.

**Once class begins, a child/youth will not be permitted to class unless a parent/guardian meets with the DRE.**

### **PARENTAL ATTITUDES**

Your involvement in the religious formation of your children is most important! You, by your actions, transmit your religious values to them. Love of God and love of neighbor is absorbed by children. We, in the parish community, can help with formal teaching to reinforce and enhance what you give them at home. Together we can all grow in God's love.

Since parents are the child's primary teachers, we ask parents/guardians to attend adult classes as well as their child's sacramental preparation classes held during the year. These classes are announced in the bulletin.

Parents/guardians will be asked to assist one class per semester for each child registered. Sign up sheets will be available during registration. If a parent/guardian does not assist at least one class per semester the child will not be allowed to return the following semester. Please direct any questions to the DRE.

## **ATTENDANCE**

Attending class and being on time to class is an important factor in helping your child deepen his/her understanding of church teaching, scripture, prayer and the importance of community. The teachers have only a short time with the students each week. If a student enters class just 5 minutes late, precious time is lost. Students arriving more than 15 minutes late will not be admitted to class. Parents have an obligation to their own children, as well as to other students, to see that their children are on time. If a child is absent, material will be sent home for the parents to complete with their child.

## **ARRIVAL AND DEPARTURE**

Pre-school through 5<sup>th</sup> Grade drop off and pick up will be at your child's classroom to ensure each child will arrive and depart to and from his/her classroom safely and in a timely manner. We ask that a parent/guardian (age eighteen or older) drop off and pick up the child. To assist our time schedule, children must be picked up on time.

Children not picked up 15 minutes after class ends, will be escorted to the office. Child must remain seated until picked up by a parent/guardian.

Junior and Senior High youth will report to the classroom and will be dismissed by the teacher to meet their parents in a designated place. Youth not picked up by 8:45 pm, will be escorted to the office to wait for parent/guardian for late pick up sign out.

**PARENTS/GUARDIANS MUST SIGN A PARENTAL CONSENT FORM FOR CHILDREN/YOUTH WHO WALKS TO AND FROM CCE CLASSES.**

## **DISCIPLINE**

The Catholic Christian student, out of love for Christ and with the understanding that God places them under authority for the purpose of protection and nurture and blessing, will:

- Respect and obey teachers
- Respect the rights and feelings of others.
- Respect the property of the church and others.
- Respect the learning environment (no cell phones, beepers, electronics, etc.).

Should a student disregard any of the above the teacher will send the student to the CCE office to discuss the problem with the DRE. Upon the second infraction the DRE will meet with the student and parents. The conference will serve as an opportunity for parents and student to agree on appropriate consequences if the negative behavior persists, and to assure the student of the concern for success parents and teachers share. The next incident of negative behavior will require a conference with the pastor, the DRE, parents and the student. At this time the student's behavior will be evaluated. The student may be suspended or expelled from class. Parents and students will sign a copy of this discipline policy at time of registration to be kept on file.

## **DRESS CODE**

Inappropriate dress or appearance detracts from the Faith Formation process. To convey pride in one's self and pride in our parish community and to set a tone of respect within the parish community, students are expected to follow a dress code. The dress code requires students to be properly and modestly dressed. Dresses, skirts, or shorts are acceptable if they are no shorter than 3-4 inches above the knee. Hats; caps; headbands; bandannas; halter tops; visibility of under garments; clothing displaying obscene, vulgar, or suggestive pictures or slogans; and garments that are gang related are not acceptable. Students who violate the dress code may be removed from class or activity for a period determined by the DRE and/or Faith Formation Leadership Committee.

## **VISITORS**

Non-registered students are allowed to attend class, but must complete a visitor information card. A student is not considered a visitor if he/she attends two or more consecutive classes. If this should happen, a parent/guardian will be required to register the student.

## **EMERGENCY CLASS CANCELLATION**

If local schools have closed due to inclement weather or other emergency situations, CCE classes will generally be canceled for that day. If you have any questions about cancellation, please call the RE Office before bringing your child to class. Heavy rain does not automatically cause cancellation. Please use your best judgment about whether or not to bring your child.

Cancellations and days of NO CCE will be posted on the bulletin board outside the parish office and on the parish website.

## **HOME-SCHOOLING**

An alternative program (home schooling) is available for parents/guardians to exercise their role as primary catechists, taking an active part in the religious education of their children. Parents/guardians will follow a curriculum set by the DRE. Families who choose this program will be integrated in the life of the community through liturgy gatherings, special meetings and interviews as a follow up of their child's formation.

## **FAITH FORMATION CURRICULUM**

### **WHOLE COMMUNITY CATECHESIS**

Whole community catechesis is an approach to religious education through which children, youth and adults are invited to participate in faith formation throughout the year. In whole community catechesis, what happens in the Sunday Assembly for Mass is tightly connected to what happens in religious education. The liturgy of the Word from Sunday is the starting point. Catechesis or religious instruction must flow from that Word and each participant is invited to “break open the Word,” to share their faith about what they believe. Every Catholic is invited to know and love the Church, to walk with Christ in his or her daily life, and to gather faithfully together on Sunday for the parish Mass.

Added to that, whole community catechesis places great emphasis on developing households of faith. It’s certainly true for a child, but it’s also true for everyone, that no matter how effective our experience of faith might be at the parish, what really counts is how we live that in our every day lives at home! If our homes are not places where the faith is shared and lived, then the work of catechesis is like sowing seed on rocky ground.

In addition to the traditional model of CCE, families will be expected to attend family catechesis designated on specific Monday and Wednesday evenings listed on CCE Schedule (p.15).

### **CALL TO FAITH**

Call to Faith is a religious education series for children in grades PK – 12. This series is the heart of lifelong catechesis for the entire Catholic community. Call to Faith uses a spiral curriculum where all themes are developed each year. Concepts develop as children mature. The series closely follows the Catechism of the Catholic Church including a solid foundation of Scripture and Tradition presented in age appropriate ways; a rich diversity of prayer forming children in the many ways we pray as Catholics; and a crafted activity in every chapter encouraging children to share their faith, connect their faith, and live their faith.

Call to Faith e-connect is an online source for lifelong catechesis that enhances and expands Call to Faith. This web tool includes a learner website, educational games, podcasts, communication tools, music, videos, and more.

**EARLY CHILDHOOD** – Children in grades PK - K learn about God in the way they learn – through touching, talking, cut-and-fold, and singing. Lessons include bible stories, activities and fun to motivate learning while connecting this to faith and life. Family projects are included to continue faith formation at home.

**ELEMENTARY** – Students in grades 1-5 will learn about the love of God and deepen their faith through stories, appealing visuals, activities, prayers and seasonal celebrations. Family Faith pages and projects are included to help families participate in their children’s faith formation.

**JR. HIGH YOUTH** – Students in grades 6 - 8 will learn to read the Scriptures as the love story of God and humans, from creation to the coming of the kingdom in fullness. Lessons

also draw on Doctrine, People of Faith, and Catholics Today. Young adolescents connect to the worship, learning, service, and community life of the parish.

**SR. HIGH YOUTH** – Students in 9<sup>th</sup> – 12<sup>th</sup> grades will use an online source that will provide a solid catechesis with an interface for youth. The theme, “Call to Discipleship,” will focus on how Jesus and the Church call adolescents to a life of discipleship. This is based on the Catechism of the Catholic Church and Scripture. Youth will receive a Bible to assist them with this source. They will also be involved in Social Justice projects.

## **YOUTH MINISTRY**

The vision laid out by the United States Catholic Conference is the foundation for Total Youth Ministry. The goals of this process are to foster the total personal and spiritual growth of each young person and to draw young people to responsible participation in the life, mission and work of the faith community. Events are prepared and scheduled for both jr. and sr. high youth to accomplish these goals. These events will also draw youth into a community of their peers who have the same faith and who are facing similar life challenges. Archdiocesan and Parish events will be offered to help enrich their spiritual and social developments.

**Jr. High Events** (comprised of students in the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grades)

Monthly Youth Socials (check calendar)

October 10, 2009 - “The Quest”- Youth Leadership Formation

November 17, 2009 – “Peacemakers” - Workshop for adolescents & leaders to discuss problems facing Jr. High Youth. To be held at St. Dominic Archdiocesan Center.

December 18, 2009 - Jr. High Lock-in -SKD Parish

February 13, 2010 - Jr. High Youth Rally (St. Helen Parish, Pearland)

April 12, 2010 - OYM Extreme Challenge (location TBA)

August 2- 6<sup>th</sup>, 2010 – Jr. High Back to School Week (SKD Parish)

**Senior High Events** (comprised of students in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades)

Monthly Youth Socials (check calendar)

November 19-22, 2009 – National Catholic Youth Conference-NCYC (Kansas City, MO)

December 11-13, 2009 – Winter Retreat at Kickapoo Ranch (Hockley, TX)

April 2, 2010 - Good Friday Mini-Retreat - SKD Parish

April 2010 – Spring Retreat at Kickapoo Ranch (Hockley, TX)

July 30-Aug. 1, 2010 - Archdiocesan Youth Conference (AYC) Hilton Hotel, Downtown Houston

**A permission slip must be signed by a parent/guardian for each event. A parent/guardian must complete a medical release/liability waiver for each event.**

*These are just some of the big events planned for youth ministry this upcoming school year. New activities are added throughout the year. Current events are always posted in the first bulletin of every month in the Youth News and on the monthly calendar!*

## **ADULT SPIRITUAL GROWTH OPPORTUNITES**

### **SCRIPTURE STUDY**

Scripture Study is designed for busy adults who wish to deepen their relationship with God and strengthen their understanding of Scripture. Participants reflect on Sunday readings, reflections, and insightful articles on Scripture and spirituality. Participants receive their own commentary and study guide for weekly reading and reflection.

10:00 a.m. every Monday

Adults interested in another time frame can call the parish office.

### **TOTAL PARISH RENEWAL, ENRICHMENT AND EVANGELIZATION**

Faith formation is a priority and a life long process for all adults. Various formation opportunities will be offered throughout the 2009-2010 year through Whole Community Catechesis, Adult Lecture Series, a Parish Mission, a Penance Service, Prayer opportunities and Seasonal celebrations.

### **ON-LINE FAITH FORMATION**

Convenient on-line faith formation is available for adults incapable of meeting at the parish. The parish website is [www.stkdrexel.org](http://www.stkdrexel.org). More on-line sites can be obtained by calling Lucille Pavlock at the parish office.

### **BULLETIN INSERTS AND AUDIO TAPES**

Occasionally faith formation articles will be inserted in the bulletin. Audio tapes and pamphlets are available in the back of the church for a minimum cost of \$3.00 per tape and \$.50 per pamphlet.

*Please check the bulletin for dates and times of formation opportunities.*

## SUMMER PROGRAMS

### VACATION BIBLE SCHOOL

Vacation Bible School is offered for children from age 3 through 5<sup>th</sup> grades. The program consists of Bible stories, music, crafts, and games centered on a central theme.

2010 VBS

TBA

### WORK CAMP

Work camp is offered for youth in 9<sup>th</sup> – 12<sup>th</sup> grades. Youth attend workcamp to repair and paint homes for disadvantaged families, serve in soup kitchens, help in food distribution centers, and work with disadvantaged children in daycare settings. It is a very challenging and rewarding week for all involved. Also, if a need arises within our parish or community, this team of young people is able and willing to assist in any way they can. We have not attended an away work camp in several years but are open to doing so this year if there is interest.

Information on workcamp TBA

### YOUTH CONFERENCES

The Youth Group typically participates in one of many Youth Conferences that are held during summer break. Usually held over the course of a weekend (Fri-Sun). These conferences include many activities such as music, games, talks, Mass, Confession, and Eucharistic Adoration. Youth come away from these events refreshed and excited about having met many youth their own age who share the same struggles and the same faith that they have as teenagers. Over the past several years the youth have attended the Archdiocesan Youth Conference (AYC) in Houston as well as the “Steubenville South” Youth Conference in Alexandria, LA and NCYC. The future Archdiocesan Youth Conference is July 30-Aug 1, 2010 at the Hilton Americas Hotel in downtown Houston. These conferences are open to all HS students and AYC is open to incoming freshman and graduated seniors.

## QUINCE AÑOS

This program is offered to youth who will turn 15 years old and want to prepare for a Quince Años celebration. Quince Años draws upon an ancient indigenous custom of celebrating the fifteenth birthday of a child. The tradition is part of the religious history of the Hispanic people. Although the tradition is not a sacrament, it is celebrated within the context of a Sacrament. It is also a “teachable moment” within a family and an opportunity to catechize and evangelize. Quince Años celebrations are an opportunity to invite youth to thank God for the gift of life, family, and community.

**Requirements:** attend 2 years of CCE classes; attend 2 Quince Años formation sessions; regular Mass attendance with reception of Eucharist. Once requirements are met, call the parish office at least 9 months prior to requested date of celebration. Fees and guidelines are discussed at time of registration.

2009-2010 Formation Sessions:

September 5, 2009

February 6, 2010

September 11, 2010

September 19, 2009

February 20, 2010

September 25, 2010

Dates of the celebration are scheduled upon request on a Saturday at available times.

## **SACRAMENTS**

Enrollment in CCE does not mean that a child will automatically receive the sacraments of the Church. Preparation for the sacraments is needed to help apply that which is learned in CCE to the active faith life of the child. Children preparing to receive sacraments need to have at least one year of faith formation prior to preparation for the reception of the sacrament. All sacrament formation classes will be in addition to regular CCE classes. A Baptism Certificate will need to be submitted at time of preparation, if not on file.

### **RITE OF CHRISTIAN INITIATION FOR ADULTS**

RCIA, the Rite of Christian Initiation for Adults, is a restoration of an ancient practice of initiation into the Church. It is a process of discerning and ritualizing the stages of conversion, leading to full communion within the Catholic Church. RCIA is designed for ages 7 – 99+ years that are either searching, unbaptized, baptized Christians in another faith who may think about becoming Catholic, or baptized non-catechized Catholics who never received First Communion and Confirmation.

The first stage of this journey is “The Inquiry Stage.” This stage is a time to gather with other inquirers, ask questions, and meet other Catholics in the community. At this time there is no commitment.

**Adults** meet on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month at 7:00 p.m. for Inquiry. Contact the parish office for more information.

**Children and youth** meet the 1<sup>st</sup> Wednesday of each month at 6:00 p.m.

A \$15 fee will be charged to cover materials.

Parents/guardians interested in the process for their child(ren) should contact the parish office.

### **INFANT BAPTISM**

The focus of infant Baptism is on Christian parenting. The first teachers of the faith to a child are their parents. Therefore the importance of that focus is the theme of the preparation classes.

Parents and Godparents are required to attend two formation classes.

Preparation classes are scheduled every month.

To register, contact the parish office.

## **FIRST RECONCILIATION**

Special sessions to update and/or re-educate parents in the theology of the Sacrament of Reconciliation will be offered to parent/guardians of second grade or older students enrolled in a CCE program this year and last year. The directives, guidelines, and procedures of the Diocese and parish sacramental policy are explained at these sessions.

Instructional materials to be utilized in the home will be explained and distributed. These sessions are required of parent/guardians and child. They are presented only once. Our Diocesan policy states the preparation for the Sacrament of Reconciliation shall occur before the reception of the Eucharist.

### **Preparation of the Child**

At the parent session, books will be given to parents to work with their child at home to prepare for the Sacrament of Reconciliation. Instructions for use of the text will be given.

A \$15.00 fee will be charged to cover the textbook and supplies.

2009 First Reconciliation Parent/Child Sessions at 4:00 p.m. on Saturday:

October 3, October 24 and November 21

### **First Reconciliation Celebration**

Students will celebrate their First Reconciliation in December 2009. To be announced.

## **FIRST EUCHARIST**

Children wishing to receive the Eucharist for the first time must be in second grade or older, attending CCE classes (3 absences maximum) and previously prepared for the Sacrament of Reconciliation. Special sessions will be held to update and explain the Sacrament of the Eucharist. Instructional materials to be utilized in the home will be explained and distributed. These sessions are required of the parent/guardians and child. They are presented only once!

### **Preparation of the Child**

At the parent session, books will be given to parents to work with their child at home to prepare for the Sacrament of Eucharist. Instructions for use of the text will be given.

A \$15.00 fee will be charged to cover the textbook and supplies.

### **The interview**

When you have completed the preparation process, the next step is to arrange an interview for your child with the DRE. This interview will enable us to assist in determining the child's readiness for the sacrament. Each child should bring his/her preparation book to this interview. This process usually takes fifteen to twenty minutes.

### **Reception of the Sacrament**

Parents have two options on how their child will celebrate the reception of Eucharist:

- Individual Reception: you may choose a regularly scheduled Saturday evening, Sunday morning, or weekday liturgy as the celebration time for your child.
- Group Reception: you may choose to have your child receive First Eucharist in a group celebration.

2010 Eucharist Parent/Child Classes at 4:00 p.m. on Saturday:

January 30, February 27 and March 27  
Retreat and Celebration  
To be announced.

## **CONFIRMATION**

Confirmation is an ongoing process whereby youth (9<sup>th</sup> grade or older) can discover what it means to become more fully a member of the Catholic Church into which they have been initiated. Confirmation preparation is a two-year process. During the preparation process youth are required to attend CCE classes (maximum of 3 absences), attend Confirmation formation classes, perform specific hours of service hours per year, attend two retreats, write a saint report, complete homework assignments, and pass a written test and an interview.

A \$25 fee will be charged to cover the textbook and supplies. (Total for both year I & II).

A \$55 fee will be charged for each weekend retreat to cover meals and lodging.

2009-2010 Confirmation Classes on first Sunday of the months August - June at 3:00 p.m.

Retreats and Sacrament of Confirmation Celebration

To be announced

## **ADULT CONFIRMATION**

This confirmation process is offered to baptized adults (18 years or older) who received First Communion but did not complete their initiation in the Catholic Church through the Sacrament of Confirmation. There are six formation classes with the sacrament to be celebrated at either a church with other adults on Pentecost Sunday or with our youth confirmation celebration. Adults must call the parish office in the fall for an interview and registration. A baptismal record from the church of baptism must be submitted at time of registration.

Adult Confirmation Classes are offered during the spring of each year.

Sacrament of Confirmation Celebration

To be announced.

## **MARRIAGE**

Couples anticipating marriage should contact the parish office at least 6 months before wedding to allow adequate time for preparation.

Convalidations – For various reasons people are not married by the Church. The Church supports marriage and interested in assisting people to regularize this.

Annulments – An annulment is not Catholic divorce. People married by the Church are sometimes in difficult situations. The annulment is a process the Church uses to investigate and rectify these situations. This process takes time.

For assistance or more information, please contact Fr. Joseph or Deacon John.

