

*St. Victoria Faith  
Formation Family  
Handbook ~  
Our Year of the Family!*

*St. Victoria  
Parish Family  
8228 Victoria Drive  
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*<http://www.stvictoria.net>*



2011-2012

**Parent Information for Grades K-10**

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## **WELCOME TO ST. VICTORIA'S FAITH FORMATION PROGRAM ~YEAR OF THE FAMILY!**

Our mission as religious educators, through our example, is to show our love of God, living God's will, and to lead our children and families to a personal relationship with Jesus, so that we may celebrate together who we are as Catholic Christians.

### **PHILOSOPHY OF FAITH FORMATION**

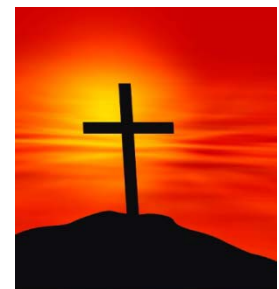
Faith Formation, or catechesis, is part of the total ministry of the Catholic Church, involving sacred tradition, doctrine, liturgy, prayer and service.

### **THE *FAMILY* IS THE MOST IMPORTANT SETTING FOR FAITH FORMATION.**

Here is found the domestic Church – the Church of the home. In *Sharing the Faith with Your Child*, Phyllis Chandler and Joan Burney explain that your child's faith development is a part of a parent's responsibility. *They write, "By your example (as parent), you are teaching far more than you can appreciate. When your child asks questions, you are the most appropriate person to provide explanations."*

At the same time, Faith Formation involves and is the responsibility of the total parish community. It is through community that we celebrate our sacred traditions, liturgy and are called to Christian witness and service.

The purpose of this document is to clearly define the goals and objectives of our Faith Formation Program at St. Victoria. Following are our policies and guidelines for the coming year.



## **FAITH FORMATION GOALS**

1. To assist parents, who are the primary educators of their children to foster their child's growth in faith consistent with the teaching of the Catholic Church.
2. To approach children at their own levels of development and enlighten them to experiences that enables them to comprehend and recognize God in their daily lives.
3. To provide a basic knowledge and understanding of the teachings of the Catholic faith.
4. To provide a setting in which Christian fellowship can be pursued through peer, family and parish-wide experiences of prayer, celebration, sharing and service.
5. To provide administrators, teachers and materials to facilitate the pursuit of moral maturity through creative approaches to educational ministry.

## **EXPECTED BEHAVIOR**

Because of the limited amount of time your children spend each week in Faith Formation classes, it is important that expectations for behavior be outlined and consequences be enforced. *One child's behavior should never disrupt the ability of another child to learn. If it does, the inappropriate behavior must be addressed.*

Parents should review the following expectations for behavior with their children PRIOR to attending St. Victoria's Faith Formation classes. Volunteer teachers will review these behavior expectations as well as determine others specific for their classes.

- ✝ I will show respect to my classmates, volunteer teachers, coordinators, speakers and church.

- ✚ I will listen when others are speaking and can expect the same considerations from others when I am speaking.
- ✚ I will act appropriately during Prayer, Penance Services, Retreats, gathering times and music or special nights.
- ✚ I will not bring and/or use any electronic equipment, such as iPods, MP3 players and cell phones during class, presentations, speakers, church services or meetings. I understand that if I do the equipment will be taken from me.
- ✚ I will make a special effort to get involved in the program and any special events offered.
- ✚ I realize that my parents will be contacted if any of the above guidelines are not followed.

### **Unacceptable Behavior - Consequences:**

First Intervention - behavior is addressed directly with the child.

Second Intervention - child visits Faith Formation Director to plan and agree on improved behavior. Director also calls parent to discuss the situation and the possibilities for improved behavior.

Third Intervention – child phones home and parent picks up child.

Fourth intervention – child once again comes to the Director and a parent conference is scheduled. Child may return to class after written agreement of better behavior in the program.



Fifth Intervention – child is released from the program.

**Basically, behavior expectations come down to these three things:**

100% Positive Participation

Complete honesty

Respect yourself and others!

*If you think about it – these three things COVER it all!!*

## **CALENDAR**

You will receive the 2011-2012 Faith Formation Calendar at the **Opening Mass on September 28**. Please keep the Faith Formation calendar as a reference throughout the year. Reminders will be posted in the Bulletin, monthly emails and on the parish website. Some special events are subject to change due to participation. If an event is cancelled, adequate notice will be provided.

## **IN THE EVENT OF SEVERE WEATHER**

Classes will be cancelled if classes in District 112 are shut down due to weather. The notice of cancellation will be broadcast on WCCO radio (830am) and posted on the homepage of our website at [www.stvictoria.net](http://www.stvictoria.net). If time allows, efforts will be made to contact your child's teacher who will attempt to reach you. Please be patient with us if you receive multiple calls.

## **ATTENDANCE**

Weekly attendance is essential for the continuity of the child's Catholic Education!

## **DROP-OFF/PICK-UP PROCEDURES**

Students registered in the Grade K-6 program should go directly to the CHURCH (this is a change) when entering the building. **Parents should walk their child (grades K-4) into the church (for their safety) and make sure they join their class gathering in CHURCH.** We will gather together as a large group for attendance, prayer, announcements and additional activities. Once all volunteers and children have arrived; children will be dismissed to their classrooms. **Please pick up your children (grades K-4) on time at their classrooms. Please do not park on the fire lane in front of the church.** The City of Victoria has the right to ticket cars parked or waiting. **Please be respectful of our volunteers who are in the parking lot to ensure the safety of all our children!**

## **TREATS**

Treats are allowed only at the discretion of the volunteer teachers and the Director. **Gum is not allowed.** Colored juices are not allowed. If your child has allergies of concern – please let Amy Kusber or Nick Tofteland and your child's volunteer teachers know right away!

## **CURRICULUM**

✠ Kindergarten – ALLELU! Growing and Celebrating with Jesus. Curriculum from Our Sunday Visitor. This program focuses on the following themes: God and His relationship with us; Our Catholic Identity; Jesus' life and His love for us;

God's plan for our lives; Seasonal celebrations of the Catholic Church.

✠ Grades 1-5 - Text series: Call to Faith by Harcourt Religion Publishers

Call To Faith is designed to present the fundamental core elements of our Catholic Faith using different catechetical methods to create a "spiral" of information and experience from Grades 1 to 5 and beyond! All children, regardless of age, will learn about the same doctrinal strands: Revelation; Trinity; Jesus Christ; The Church; Morality; Sacraments and the Kingdom of God, in age appropriate ways to establish a process of lifelong learning.

✠ Grades 6 - Bible Study: Catholic youth Bible and Catholic Connections Program from St. Mary's Press.

This Bible Study for young Catholics is a strong resource for introducing young adolescents to the scriptures. Catholic Connection is a program that will engage curiosity and equip each student to live their Catholic Faith.

✠ Grades 7-8 – Catholic Connection with St. Mary's Press

Engaging youth in their Catholic Faith! Our focus this year will be *The Holy Spirit and the Church* and *Sacraments and Prayer*. 7<sup>th</sup> Graders will take part in a Seder to Last Supper experience during Lent. Our 8<sup>th</sup> graders will plan and carry out the Living Stations of the Cross experience for the parish during lent. Our 7<sup>th</sup> and 8<sup>th</sup> graders will also spend an evening with David Rinaldi on the topic~ *Get a life!* More details to come!

✠ Grades 9-10 – Confirmation

The Confirmation Curriculum for St. Victoria's two year program will be based on the four pillars of the Catholic Faith as outlined in

the Catechism of the Catholic Church: Profession of Faith (Creed), The Celebration of the Christian Mystery (Sacraments & Liturgy), Christian Prayer (Prayer), and Life in Christ (Morality). For the 2011-2012 Faith Formation year we are adopting a modular approach to curriculum in which we will focus on two pillars each year on a rotating basis so that each student will have exposure to all four pillars after successful completion of two years of Confirmation study (9th and 10th grade).

Weekly lesson plans will be based on the Rise UP!, Living in a Faithful Community and Confirmed in the Spirit curriculums through St. Mary's Press.

Confirmation nights will be offered most Wednesday evenings from 7:45-9:05 pm starting September 28. More information can be found in St. Victoria's Confirmation booklet and discussed at the Confirmation Parent/Candidate Meeting.

✠ 2012 CONFIRMATION DATE ~May 10<sup>th</sup>, 2012 at St. Paul Cathedral.

## **PROTECTING GOD'S CHILDREN CURRICULUM (PCYI)**

All grades in Faith Formation will be participating in two lessons which fall under the Archdiocesan Protecting God's Children Initiative Program. It is St. Victoria's desire, as well as all parishes within the Archdiocese, to protect our children and to talk with them



about ways to protect themselves and others. If you have questions about the above curriculum or the child safety program, contact Amy Kusber at 952-443-2661 x 33 or Nick Tofteland at 952-443-2661 x. 32

## **SERVICE OPPORTUNITIES**

Service to others should always be a part of family and church lives! All grades will have opportunities throughout the year to participate in service. Please watch for opportunities offered throughout the year for your child and your family to get involved. Parents may be asked to help in planning, driving or chaperoning for such activities.

## **SACRAMENTS**

Included in the curriculum above will be preparation for the reception of the Sacrament of First Eucharist and First Reconciliation at the second grade level. Parental involvement is crucial to the success of this preparation. Parents are expected to attend parent meetings and a parent/child workshop during the year.

Children who are in 2nd grade or older and have been baptized but have not received First Communion or First Reconciliation also may prepare for these sacraments through the “catch-up” program. Please contact Amy Kusber at the parish office to get more information.

✠ **First Reconciliation** – Grade 2 and above ~

Preparation materials for First Reconciliation will be distributed at a parent informational meeting in October. A Communal Penance Service with individual confessions will be offered in November and those preparing for this Sacrament are invited to receive for the first time at this service.

✠ **First Communion** – Grade 2 and above ~

Preparation materials for First Communion will be distributed at an informational meeting held in February. At this meeting, families will be asked to choose a First Communion Mass that will take place the weekend of **MAY 5 and 6, 2012**. During the preparation period, a retreat/learning center day is planned for all First Communion candidates and at least one adult.

✠ **Confirmation** Grades 9 and 10 ~ Please see information beginning on page 7.



## **A NOTE TO PARENTS**

As Faith Formation leaders we are committed to providing as safe an environment for our children as possible! In addition to your role as your child's primary catechist, the Faith Formation program here at St. Victoria depends on you to assist with programs, events and service projects (often as chaperones and drivers). **All Parents** are required to sign-up and attend a VIRTUS training so that you may be involved at every level of children and youth programming here at St. Victoria.

✠ **VIRTUS**

According to the Archdiocesan Risk Management Guidelines, ALL adults who have contact with children must pass a background check and complete the VIRTUS awareness training. If you think you will be involved at any time, with any Faith Formation - or Youth Ministry - sponsored activity, and have not already completed a background check, please pick up the packet of background check information and authorization forms from the parish office. Forms remain strictly confidential. For a complete list of other training opportunities offered throughout the

Archdiocese, you may check the website: [www.virtus.org](http://www.virtus.org). Please check the attached calendar for VIRTUS dates hosted here at St. Victoria and facilitated by Amy Kusber.

## **PERMISSION SLIPS**

Parents must give permission for their children to participate in any parish-sponsored event using a St. Victoria permission slip. **Authorizations cannot be accepted by phone or handwritten note.** Faxed copies of St. Victoria's permission slip are acceptable (FAX 952-443-3866).

## **REGISTRATION DEADLINES**

Registration deadlines are established in order to determine if there is adequate interest for an event to occur and to establish the required chaperone-to-participant ratios. Events will be cancelled if an event is of low interest or for lack of chaperones. Registrations may not be accepted after deadline dates. **Register early if you can!** Parents – your willingness to chaperone events is extremely important in making extra fun and service events possible for the children and youth of St. Victoria.

## **EVENT CANCELLATION**

If a parish-sponsored event is cancelled due to inadequate registrations, any paid fees will be returned in full. If a registered child/family finds they cannot participate after a registration has been made, fees will be refunded with 48-hour notice. If an event is cancelled due to severe weather, all attempts will be made to reschedule the event and fees will be refunded only if a change cannot be scheduled or if a family cannot participate on the rescheduled date.

## **WATCH OUR WEBSITE**

The parish website is kept updated with event information and permission slips for posted events and service opportunities! **The website is: [www.stvictoria.net](http://www.stvictoria.net).**

*Thank you for sharing your children with us!*

*Please feel free to contact any of your Faith Formation Team members with questions or comments throughout this Faith Formation Year!*

- **Amy Kusber - [akusber@stvictoria.org](mailto:akusber@stvictoria.org) 952-443-2661 ext. 33**
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