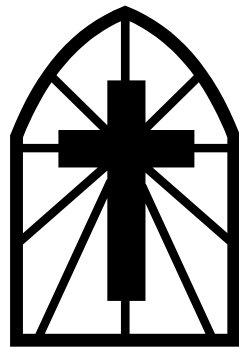


# Saint Joseph Catholic Community Huntsville, Alabama



## RELIGIOUS EDUCATION FAMILY HANDBOOK

2023 – 2024





## MISSION STATEMENT

*Faith Formation at Saint Joseph Catholic Community aims at enriching what has already begun in the home. We want to support and enhance the efforts of parents and guardians who want to share their faith with their children. We believe that spiritual growth is essential in our daily lives and cannot be done in isolation.*

*We are committed to proclaiming the mysteries of faith, fostering community, encouraging worship and prayer and motivating service to others.*

## ADMINISTRATION

### RESPONSIBILITIES

Rev. Joseph Lubrano, S.D.S., Pastor of Saint Joseph Church, has the ultimate responsibility for all Religious Education/ Faith Formation in the parish. Along with the Pastor, Carmen Amato, Director of Religious Education, oversee and direct the program, serve as resource persons, execute the sacramental preparation programs, supervise and support catechists and ministers, and prepare parents' meetings and communications.



# VOLUNTEER MINISTERS



## ROSTER OF VOLUNTEERS:

|   |                             |                              |
|---|-----------------------------|------------------------------|
| Pre-K, Kindergarten                     | Kristy Hayne                |                              |
| 1 <sup>st</sup> Grade                   | Margaret Harmon             |                              |
| 2 <sup>nd</sup> Grade / 1st Sac.        | Shannon Friedlein           |                              |
| First Sacraments<br>Older Students      | Beth Bero                   |                              |
| 3 <sup>rd</sup> / 4 <sup>th</sup> Grade | Cameron Thumm               |                              |
| 5 <sup>th</sup> / 6 <sup>th</sup> Grade | Lee Cuffe                   |                              |
| 7 <sup>th</sup> / 8 <sup>th</sup>       | John Nolin & Grady Harmon   |                              |
| H.S. 9 <sup>th</sup><br>Confirmation    | Michelle and Kevin Nash     |                              |
| H.S. 10 <sup>th</sup><br>Confirmation   | Morris Amato                |                              |
| Foundations Elem./MS/HS                 | Susan Carr & Muriel Weston  |                              |
| Resource/<br>Hall Monitors              | Sophia Bulham<br>Jeff Hayne | Mark Kearney<br>Donna Howell |
| Substitutes                             | Stacy Basta, Donnis Aragon  |                              |

# GENERAL INFORMATION

## REGISTRATION

### **Published Information**

Registration information is published in the Parish bulletin and on the website. Please cooperate with all deadlines. This helps in scheduling catechists and classes, in ordering textbooks and supplies and in program planning.

## SCHEDULE

### **Time and place**

Religious Education classes take place on scheduled Sunday mornings. The time for our RE class is 9:30 a.m. – 11:00 a.m. We use Holy Family School classrooms and areas in Saint Francis Hall. A complete calendar is on the website.

# SACRAMENTAL PREPARATION

### **Participation**

A vital part of each student's spiritual life and growth as a Catholic is regular participation in the sacraments of the Church. All students are expected to attend Mass and participate in the liturgy each Sunday as well as on holy days of obligation. They are also required to attend all preparation classes, complete all requirements and be of service to the program as needed. **Only 2 absences are permitted immediately prior and during preparation.**

## BAPTISM

### **School Age**

Children of school age who have not been baptized will receive baptismal preparation with the help of their parents, guardians, godparents and catechists.





## FIRST SACRAMENTS

### **Preparation**

Preparation for the first reception of Reconciliation and Eucharist is part of the Religious Education Program. Students preparing for these sacraments must be baptized Catholics and should have a minimum of one year of Religious Education **immediately** prior to the year of sacramental preparation. Parents or guardians will be asked to provide their child's baptismal certificate before receiving Reconciliation and First Holy Communion. Families are required to participate in this preparation. Those who have received the Sacrament of Reconciliation are encouraged to continue to receive this sacrament regularly.



## CONFIRMATION

### **The Process**

The Sacrament of Confirmation completes the rites of initiation. Students preparing for these sacraments must be baptized Catholics and must have received Eucharist. Students should also have a minimum of one year of Religious Education **immediately** prior to the year and a half of sacramental preparation.

Our program follows the recommendations of the Bishops of the United States. The process of preparation for Confirmation is part of the Religious Education Program and the sacrament is celebrated in the 10<sup>th</sup> grade.

## SACRAMENTAL PREPARATION FOR OLDER CHILDREN

### **School Age Children**

Parents, whose children have not received Baptism by the time they enter school or who have not received the Sacraments of Initiation, may make

arrangements with the Director of Religious Education. Preparation for these sacraments may follow the Rite of Christian Initiation of Adults adapted for children and youth. Decisions as to what process is best for each student will be made on an individual basis.

### **Homebound Assistance**

Parents of children with special needs should contact the Pastor or the Director of Religious Education for assistance. Religious Education materials are available for the homebound.

## **STUDENT CONDUCT**

### **Expectations**

Students are expected to make the time dedicated to Religious Education classes, activities, prayer, and projects a positive experience for themselves and others. We expect students to:

- Be punctual and prepared for class.
- Follow arrival and dismissal procedures given by the catechist.
- Show respect for themselves, catechists, other students and program personnel.
- Be courteous and considerate of others.
- Use language and actions expressive of Christian behavior.
- Obey safety rules at all times.
- Be present only in areas of the building for which they have permission at a specific time.
- Be cooperative and participate in all sessions and activities to the best of their ability.
- Treat parish/school property and that of fellow students with respect.
- Help clean up their work area upon request.
- Avoid bringing gadgets, food, drink, gum, firearms or any illegal substances or items to class.
- Complete any work as assigned.

## **DISCIPLINE**

### **Misconduct**

In case of unsatisfactory conduct, the catechist will speak with the student. If misconduct continues, the matter will be submitted to the DRE who shall contact the student's parents or guardian.

## **ATTENDANCE/CANCELLATIONS**

Regular attendance and promptness are required for the maximum benefit to the student. A written excuse explaining an absence

is requested. Habitual tardiness affects the student's learning and participation and disrupts classes for other students. If a student has been absent without an excuse, or is habitually tardy, parents will be contacted.

Any emergency that would warrant cancellation of classes will be announced through our Church Robocall system and WAFF channel 48.

## HEALTH

### **Special Needs, Allergies**

Parents should inform the DRE and catechist if any of their children have health problems and special needs, and/or if a child has any food allergies and state this information in the appropriate section on the registration form.

## SAFETY

### **Emergency Phone**

Remind your child to cooperate with all safety rules and procedures. Emergency drills are scheduled for the protection of all. Be sure to keep the Director and catechists updated with the phone number of a person that can be reached in case there is an emergency. A first aid kit is available for basic needs.

## CONTACT INFORMATION

If you have any questions, concerns or needs, please contact Carmen Amato at the RE office:

Tuesday – Friday – 9:00 am – 4:00 pm – by appointment

Sunday – 8:00 am – 1:00 pm

Weeknights or other times – by appointment

Church number – (256) 534-8459

RE e-mail – [cavamato@aol.com](mailto:cavamato@aol.com)

Website – [saintjosephcc.com](http://saintjosephcc.com)



# STUDENT CONDUCT COVENANT 2023-2024

(ONE PER FAMILY- Have all students and parents read and sign)

As a student in the Religious Education Program at Saint Joseph Church, I am expected to make the time dedicated to Religious Education classes, activities, prayers and projects, a positive experience for me and others.

I promise to:

- Be punctual and prepared for class.
- Follow arrival and dismissal procedures given by the catechist.
- Show respect for myself, catechists, other students and program personnel.
- Be courteous and considerate of others.
- Use language and actions expressive of Christian behavior.
- Obey safety rules at all times.
- Be present only in areas of the building for which I have permission at a specific time.
- Be cooperative and participate in all sessions and activities to the best of my ability.
- Treat parish/school property and that of fellow students with respect.
- Help clean up my work area upon request.
- Avoid bringing gadgets, food, drink, gum or any illegal substance to class.
- Complete any work as assigned.

I have read and thought about the above statements of conduct. I will abide by these rules and cooperate with them for my own benefit and the welfare of others.

Student(s) Signature(s): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_