

REGISTRATION FORM
AND INFORMATION FOR
RELIGIOUS EDUCATION CLASSES

*** INCLUDING EDGE AND LIFE TEEN ***

Complete the Religious Education Form for ALL students – Kinder through High School.
Students 7th – 12th Grade must ALSO complete the additional form for EDGE and LIFE TEEN

Also, Father is requesting that ALL families attending Religious Education classes
complete a Parish Registration form. This form is included in the packet.

Final registration date is Monday, August 7, 2017

(ANY registrations received after this date will automatically be placed on a waiting list.)

FIRST CLASS DAY for Kinder - 6th Grade:

WEDNESDAY, SEPTEMBER 20, 2017

6:25 – 7:35 PM (please note slight time change)

FIRST CLASS DAY for 7th - 8th Grade - EDGE:

WEDNESDAY, SEPTEMBER 20, 2017

6:15 – 7:45 PM

FIRST CLASS DAY for 9th - 12th Grade – LIFE TEEN:

SUNDAY, SEPTEMBER 17, 2017

3:00 – 4:30 PM

Rosters will be posted at the church on the weekend before classes begin.

Make sure to check for your child's status on these rosters.

No notification will be sent to you.

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CLASSES:	Kindergarten through 6 th Grade:	Wednesday Evenings	6:25 – 7:35 PM
	7 th – 8 th Grade:	Wednesday Evenings	6:15 – 7:45 PM
	High School:	Sunday Afternoons	3:00 – 4:30 PM

For Kinder – 8th Grade: FIRST DAY OF CLASS WILL BE WEDNESDAY, SEPTEMBER 20, 2017
For High School: LIFE TEEN WILL BEGIN SUNDAY, SEPTEMBER 17, 2017

PEDESTRIAN AND VEHICULAR TRAFFIC: In the interest of safety and the welfare of all concerned, you are strongly encouraged to WALK YOUR CHILD TO AND FROM THEIR CLASSROOM. Students in Grades Kindergarten through 3rd Grade will remain in their classroom until they have been picked up by an adult or older sibling. Children who have not been picked up by 7:40 PM will be brought to the Religious Education office. If a student has not been picked up by 8:00 PM, the local authorities will be notified if deemed necessary.

REGISTRATIONS: At the time of registration, a Baptismal certificate should be provided unless your child was registered previously and a certificate is currently on file. *You must register your child each school year they attend.* A student's appointed class room assignment will be posted in front of the Main building on the first day of class. YOU WILL NOT RECEIVE ANY NOTIFICATION OF CLASS ASSIGNMENT PRIOR TO THE FIRST CLASS DAY. FINAL REGISTRATION IS MONDAY, AUGUST 7TH. All registrations received AFTER that date will be placed on a waiting list. If a registration form is received prior to August 7, your child will be registered to begin classes on the first day, unless you are told otherwise.

TARDIES. Parents are responsible for insuring that students are NOT LATE. Tardy students disrupt the class which shortens the already minimal time available for learning. ***When a student has been tardy for three (3) classes, it will count as one (1) absence.***

ABSENCES: In order to receive the most benefit from the Religious Education Program, it is important for your child to attend class regularly. Absences, however, will occur. Please notify teachers and/or the DRE (by phone, note, or email) when your child misses a class. When a child has excessive absences without notification, we can only assume there is little interest in the program. Parents will be notified if a child is absent for more than two weeks in a row or has excessive absences (without notification). A child will have to reconcile time lost when they have excessive absences. ***Assignments will be given to students exceeding the maximum amount allowed.*** Students in non-sacramental classes are allowed a maximum of 5 absences. **Classes missed due to late registration count as absences.**

For students in the **SACRAMENTAL PROGRAM**, a maximum of 3 absences is allowed each year. This applies for students in Grades 1, 2, and Catechumen Class (both years).

Please note: If you have a situation that will not allow your child to attend class regularly, please contact the Religious Education office so that we can discuss a solution to your situation.

SACRAMENTAL PROGRAM: St. Monica's parish administers a sacramental program for all students who are preparing to receive the Sacraments of Baptism, Reconciliation, Eucharist, and for Confirmation.

BAPTISM: A child who is over the age of seven and has not been baptized, must attend religious education classes before being baptized. A special Baptism is held (usually in January/February) for these students. Parents must attend a Baptism class and complete paperwork prior to the child's baptism.

A child must be baptized before they can receive any additional sacraments.

RECONCILIATION / EUCHARIST: Preparation for the sacraments of Reconciliation and Eucharist is a two year program which BEGINS in the 1st Grade. Students who are "out of cycle" with this usual course will receive instruction on Catholicism in a Catechumen Class geared primarily for these sacraments. All students, after completing these sacraments, are urged to continue their religious formation and will be placed in the same grade level that they are in public school. Workbooks, assignments, and regular attendance is required (see ABSENCES) for both years of preparation. Parent meetings, practice, and liturgies are required during the second

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year of preparation. First Eucharist is held in April/May and First Reconciliation is held a few weeks prior.

SACRAMENTAL PROGRAM (cont):

CONFIRMATION: Confirmation is received during or after a student's first year of high school. Confirmation preparation begins in high school. THE CONFIRMATION PREPARATION PROGRAM HAS CHANGED FOR THE UPCOMING YEAR – 2017-2018. ALL High-school age students planning to prepare for Confirmation must register with the Religious Education program for the current year (there is a separate form), and become an active member in the LIFE TEEN program. Life Teen will begin on September 17, 2017 and will be held on Sunday afternoons from 3:00-4:30 PM.

In order for a student to begin Confirmation preparation, they MUST take a basic written test on Catholicism. Those students who make a grade of 79 or below will be required to take additional classes on Wednesday evenings as part of the Confirmation preparation. These classes are IN ADDITION to the Life Teen sessions on Sundays.

Requirements for Confirmation preparation will include: completing a total of thirty (30) Apostolic Hours; continual attendance of Life Teen, regular Mass attendance, passing the basic test on Catholicism with a grade of 80 or above, and a retreat.

DISCIPLINE: Ours is a school of religion and, hopefully, discipline will be one of our least concerns. In any event, students are expected to be attentive and cooperative in class. Good behavior is, therefore, required. Physical punishment is never used on any child, nor are they intentionally humiliated or embarrassed publicly. Any student who does not behave will be counseled by the teacher or aide. Disrespectful or unruly students disrupt the learning process and make it impossible for the teacher to conduct the class. Accordingly, misbehavior or disruption of class will not be tolerated and will be cause for removal of the student from the classroom. Such students will be escorted to the Director's office where appropriate action will take place. Continued disruption of class will be cause for removal from the program. Parents are also responsible for insuring that their children show appropriate respect for their teachers and elders. If a student fails to show proper respect they will be removed from the class and the procedure stated above will apply. Students are not to enter the classroom unless the teacher or aide is present. This is imperative to insure that school property is secure and under adult supervision at all times. Students are not to touch or disrupt any materials in desks or classrooms unless directed by the teacher to do so. Loss or damage resulting from failure to comply with these requirements will be the responsibility of the parents.

TEXT: The "Be My Disciple" series by RCL/Benzier will be used for grades K through 6. These texts cover the basic Catholic teachings such as, The Ten Commandments, The Beatitudes, Lent, Advent, Mary, etc. These texts have been designed to allow students to work directly in the book. Since the text is a necessary requirement in class, students are asked to keep their books in the classroom. Should it be lost, it must be replaced by the parents at the cost of the book.

A program specifically designed to stimulate thought and discussion on subjects of current interest will be used by students in Grades 7 through Confirmation, along with social issues. This program takes an in-depth look at the teachings of our Catholic faith and God. The series is called "Edge." Confirmation students use the series "Life Teen."

STUDENT EVALUATION REPORT: A student evaluation report will be sent to the parents ONLY if the teacher or director feels it is necessary. An evaluation of the student can include such areas as: behavior, interest, cooperation, understanding, and the teacher's recommendation on how you might help your child. A student's attendance and tardiness are usually quite reflective of their behavior, interest, and understanding. Parents are urged to talk to their children about what they are learning in class. Students will get out of class only as much as they put into it. We do not have a "pass-fail" system in place, but please urge your child to take his/her religious education seriously.

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PARENT MEETINGS: Parents of students preparing to receive Reconciliation, Eucharist, or Confirmation must attend specified meetings. Attendance at these meetings is a **REQUIRED** part of the program and failure to attend will, in the absence of legitimate reasons, be considered a lack of interest in the student's spiritual growth. Further, such failure can delay reception of the sacrament in question to the following year. The dates for these meetings are posted on the calendar, and are tentative. You will be reminded by bulletin notice and/or by memos sent home of the time, place, and date, or changes for each required parent meeting.

COMMUNICATION: Written and oral communication is a powerful tool that only enhances our program. When a situation arises that does not allow your child to come to class, communication between the parent, the teacher, and the director helps eliminate any misconception or misunderstandings. When we do not hear from a parent after a class or a meeting has been missed, it conveys the message of lack of interest. A simple phone call, email, or note is all that is necessary.

Notes that are sent home, and especially the Sunday bulletin are the best means of providing you with information, updates and any changes in our program. Please read them. Make sure you inform the Religious Education office of any changes of address or phone number. The office can be reached at (210) 416-2018 (text or call) or via e-mail at Jan@saintmonicaconverse.net

FEES: While all teachers and aides are volunteers - textbooks, audio-visual, paper, etc. along with maintenance of the classrooms do cost and are all part of the cost of the program. Our book costs alone run in excess of \$12,000 each year. Therefore, participants are asked to pay a registration fee to help meet a small part of these expenses. You are requested to pay for all, or a partial payment, of the fee for your family at the time of registration. As always, no child will be turned away due to financial situations.

Registration fees are as follows:

One Child	\$60.00
Two Children	\$70.00 total
Three or More	\$80.00 total

If you can pay the FULL registration amount before July 31st, you will receive a \$10 discount.

To help ensure that the students are given the best possible classroom environment, there will be a maximum amount of students for each class at the discretion of the Director.

Registrations are dated as they are received and classes will be filled in the order that students are registered. Regardless of when a registration is received, if a class has reached the maximum amount, the student will be placed on a waiting list.

Every effort will be made to place a registered student into a classroom, but a completed registration form does not insure a place in a classroom.

To help insure your child's place in a class, please return the attached registration form as soon as possible.

Make sure to: - Include emergency names and numbers (you may use mobile phones, pagers, etc.)
- Include a COPY of your child(ren)'s baptism certificate, if available.
- Make sure to read the emergency information and fill out the bottom of the form.

You may bring the registration by the Pastoral Center during business hours, or mail to:
St. Monica Religious Ed; PO Box 1209; Converse TX 78109

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