

ST. MONICA CATHOLIC CHURCH REGISTRATION INFORMATION FOR RELIGIOUS EDUCATION CLASSES

***STUDENTS MUST RE-REGISTER EACH YEAR ***

Complete a Religious Education Registration Form for ALL students – Kinder through High School.

It has been a year of adapting, and we are asking you to keep that in mind for the upcoming year.

We intend for all of the classes to be held in person, and will modify any changes if needed.

You will receive an initial calendar that will cover September – December 2022.

An additional calendar will be sent in December that will cover January – April 2023.

We ask for your continued prayers as we embrace this upcoming year of faith formation.

Final registration date is Monday, August 29, 2022

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

FIRST CLASS DAY

WEDNESDAY, SEPTEMBER 14, 2022

6:30 – 7:40 PM

MEETINGS (tentative – dates may change):

First Communion Meeting (2nd Year): Wed, Sept 22 at 6:30 PM

Confirmation Meeting: Sun, Aug 8 at 2 PM & Sun, Aug 22 at 2 PM

Rosters will be posted in front of the Main building on the first-class day.

No other notification will be sent to you.

A CALENDAR will be given on the first day of class.

St Monica Policies & Procedures

CLASSES: Wednesday Evenings 6:30 – 7:40 PM

First Day of Class will be WEDNESDAY, SEPTEMBER 14, 2022

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 4th Grade must be picked up by an adult or older sibling. Children who have not been picked up by 7:50 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 29th.** All registrations received AFTER that date will be placed on a waiting list. If a registration form is received prior to August 29, your child will 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. 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 will complete a slightly different program. Please make sure to note this on your registration form and you will be given further instructions.

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

RECONCILIATION / EUCHARIST: Preparation for the sacraments of Reconciliation and Eucharist is a minimum two-year program which **BEGINS in the 1st Grade or above.** Students will receive instruction on Catholicism geared primarily for these sacraments. Mass attendance and regular class attendance is required (see ABSENCES) for the first year of preparation. During the second year of preparation, in addition to the Mass attendance and the student's regular class attendance (see ABSENCES), parents must attend an information meeting and Faith Formation sessions. First Eucharist is held in April/May and First Reconciliation is held a few weeks prior. All students, after completing these sacraments, are urged to continue their religious formation in regular classes.

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CONFIRMATION: The sacrament of Confirmation is received during a student's high school years. Preparation for Confirmation includes faith formation, church community social interaction, catechism, service to the community and regular mass attendance. We are aware that many teens have extra-curricular activities, and a regularly scheduled class session may not always fit their life style, so we have adopted a flexible schedule, but the teenager must show initiative to be part of the preparation. A meeting will be held in September to explain the preparation requirements and options. Students can begin their preparation by attending the High School Youth group that will be held on Wednesday evenings – 6:30 – 7:40 PM, beginning September 14, 2022. ALL High-school age students interested in preparing for Confirmation must register with the Religious Education program.

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 ensure 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/Benziger will be used for Kinder and grades 3-6. 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.

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.

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 will be posted on the calendar, bulletin

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notice, and/or by memos sent home. Please keep in mind, these dates and times can change.

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) 658-3816 or via e-mail at RE@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 can run in excess of \$10,000 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, we may have to place the student 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 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 complete the form.

We have electronic registrations available, or you may complete the paper registration and bring it by the Pastoral Center during business hours, or mail to:

St. Monica Religious Ed; 501 North St; Converse TX 78109

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Hello!

Here is information for registering for the upcoming St Monica Religious Education school year. We intend for all of the classes to be held in person, to begin in September – please read the attached policies and procedures for detailed information on classes.

For Baptism Certificates, you may scan a copy and send them via email.

We don't have an online payment system yet, but you can mail in a check or come by the Pastoral Center to drop off payment.

Here is the link for an online registration form

<https://giving.parishsoft.com/App/Form/df571853-4ecd-4006-9050-b90efca53942>

It has been a year of adapting, and we are asking you to keep that in mind for the upcoming year.

We intend for all of the classes to be held in person, and will modify any changes if needed.

Always check the Church bulletin for any changes. Also, make sure to include accurate information on your registration form.

We ask for your continued prayers as we embrace this upcoming year of faith formation.

Any questions, let us know.

God loves you!