

ST. HUGO OF THE HILLS PARISH



FAMILY FAITH FORMATION HANDBOOK

**GRADES K - 8
2017-2018**

**Religious Education Office
2215 Opdyke Road
Bloomfield Hills, MI 48304
248-642-6062**

**Mrs. Barbara Yugovich, M.A.
Parish Catechetical Leader/Master Catechist
248-642-6062**

barbara.yugovich@sthugo.org

**Mrs. Angela Venos
R.E. Administrative Assistant
angela.venos@sthugo.org**

**St. Hugo of the Hills Parish Website
www.sthugo.org**

St. Hugo of the Hills Parish

Dear Families,



It is my pleasure to welcome you to St. Hugo of the Hills Faith Formation Program for your children in Grades K-8. **Sunday, September 17, 2017, will mark the 46th Catechetical Sunday, designated by The United States Conference of Catholic Bishops, as a day to acknowledge the importance of the church's teaching ministry and to honor those who serve the Christian community as catechists. This year's theme is: "Living As Missionary Disciples".** Catechetical Sunday is a wonderful opportunity to reflect on the role that each person plays, by virtue of their Baptism, in handing on the faith and being a witness to the Gospel. This day also provides us with an occasion to rededicate ourselves to this mission as a community of faith. Each month during this year of Religious Education, the catechists will highlight a Missionary Disciple as illustrated in the life of one saint.

Catechetical Sunday is also when we commission our catechists. We hope you will join us at the 10:00am Mass for this special commissioning. A catechist is one who teaches in the name of the Church. This ministry of teaching in the name of the Church has a profound dignity, which is why catechists are formally commissioned by the Church. It is only fitting that we set aside a day to highlight this ministry and invite the entire St. Hugo community to think about our responsibility to share our faith with others. **This year, St. Hugo of the Hills Parish Religious Education Program begins at 5:00pm, Monday, on September 25, 2017, with an opening Mass in Church, followed with meeting your child's catechist in the school building and picking up your child's textbooks and new book bags.**

We are now offering online registration for all of our programs and payment through Online Giving for your convenience. Please see the link to the right of this letter to register online. **There will be no new registrations taken on the first night of classes or on Catechetical Sunday, so please register your children online prior to the first class on Monday, September 25, 2017.** A family in need of financial assistance for Religious Education tuition may request the paperwork from the Parish Office.

Parents, you are truly the primary catechists of your children. You prepare the soil and plant the first seeds of faith. We are in the process of updating the Religious Education Handbook for the coming year, but hope as soon as it is online on the website you will take the time to review it. **The purpose of this handbook is to articulate the vision and mission of faith formation in our parish, and to provide parents with important information: calendar and catechist roster, curriculum, Sunday Liturgy of the Word Program for Children, Catechesis of the Good Shepherd Program, and the Sacrament preparation and Parish policies. Important policies and procedures specific to the Monday evening Religious Education Program are also provided.** If you have any questions, please contact me directly regarding sacrament preparation and program policies at 248-642-6062.

I am happy to serve you as your Parish Catechetical Leader. I look forward to meeting you at the **Parent Meeting for All Grades on Monday, October 2nd, from 5:00pm-6:15pm, in the School Library.**

Sincerely in Christ,

Mrs. Barbara Yugovich, M.A., Parish Catechetical Leader/Master Catechist

TABLE OF CONTENTS

| | |
|---|--------------------|
| Religious Education Office General Information | Page 1 |
| Catechist Roster | Page 2 |
| Vision & Mission..... | Pages 3-4 |
| Program Information & Curriculum..... | Pages 5-7 |
| Goals/Catechetical Textbook/Engaging in Faith with Your Child | Page 5 |
| Catechesis of the Good Shepherd/Liturgy of the Word for Children (LWC)..... | Pages 5-6 |
| Catechist Formation..... | Page 6 |
| Traditional Catholic Prayers..... | Page 6 |
| Circle of Grace..... | Page 6 |
| Progress Reports..... | Page 6 |
| Sunday Mass and Pflaum Gospel Weeklies | Page 7 |
| Sacrament Preparation Program..... | Pages 8-9 |
| Catechesis for the Sacrament of Penance and Reconciliation | Page 8 |
| Catechesis for the Sacrament of Eucharist..... | Page 8 |
| Catechesis for the Sacrament of Confirmation | Page 8 |
| Sacrament Preparation for Older Children..... | Page 9 |
| Archdiocese of Detroit Sacrament Policies..... | Page 9 |
| St. Hugo Sacrament Policies | Page 10 |
| Policies/Procedures..... | Pages 11-18 |
| Attendance..... | Page 11 |
| Classroom Conduct | Pages 11-12 |
| Building Security | Page 13 |
| Email/Phone Communications | Page 13 |
| Emergencies..... | Pages 13-14 |
| Student Drop-Off/Pick-Up | Page 15 |
| Safe Environments Policies..... | Page 16 |
| Sports Teams Eligibility | Page 16 |
| Tuition Information..... | Page 17 |
| Map of Traffic Pattern..... | Page 18 |
| Calendars | Pages 19-24 |
| Grade-Level Calendars | Pages 19-22 |
| Sacrament Calendar..... | Page 23 |
| Liturgy of the Word for Children (LWC) Calendar | Page 24 |
| Required Traditional Prayers | Pages 25-28 |
| Prayers | Pages 25-26 |
| Completion Slips | Pages 27-28 |

RELIGIOUS EDUCATION OFFICE GENERAL INFORMATION

RELIGIOUS EDUCATION STAFF

Mrs. Barbara Yugovich, M.A.....PCL/RE Program Director

Mrs. Angela Venos.....RE Administrative Assistant

RELIGIOUS EDUCATION OFFICE PHONE NUMBERS

Mrs. Barbara Yugovich, M.A.....248-642-6062

Mrs. Angela Venos.....248-642-6062

OFFICE HOURS

Monday.....8:30 am – 6:30 pm

Tuesday.....8:30 am – 4:30 pm

Wednesday.....Please call for an appointment: 248-642-6062

CLASS TIME

Monday Afternoon.....Grades K – 8.....5:00 pm – 6:15 pm

Sunday Morning.....CGS Kindergarten.....10:00 am – 11:00 am

Sunday Afternoon.....CGS Grade 1.....12:00 pm – 1:00 pm

CLASS LOCATION

School Building

Always enter/depart through the double doors that face the upper-level Church parking lot.

Look for the Welcome Banner on the double doors!

PARISH WEBSITE

www.sthugo.org/religiouseducation

CATECHIST ROSTER (TENTATIVE)

| Grade | Catechist Name | Room |
|-------|-------------------------|---------------------------------------|
| K | Marijana Long | K-1 |
| K | Barbara Yugovich | Sunday 10:00am - CGS Church-Atrium |
| 1 | Stephanie Spinale | A-2 |
| 1 | Doris Hanna | A-4 |
| K | Barbara Yugovich | Sunday 12:00pm - CGS Church-Atrium |
| 2 | Carla Preston | A-3 |
| 2 | Linda Farinola | A-5 |
| 2 | | A-6 |
| 3 | Lucia Aguilar | A-1 |
| 3 | | B-1 |
| 3 | Teresa Spillane | B-2 |
| 4 | | B-3 |
| 4 | Luanne Mellis | C-1 |
| 4 | Christina Malloy | C-2 |
| 5 | Rana Hajjar | C-3 |
| 5 | Cecilia Escobar | C-4 |
| 5 | Carol Cousineau | C-5 |
| 6 | Cynthia Hind | C-6 |
| 6 | Cathy & Carl Winowiecki | D-4 |
| 7 | Rick Spiegel | D-5 |
| 7 | Wendy Paton | D-6 |
| 8 | Donna Casaceli | D-7 |
| 8 | Dan Paton | D-8 |
| 8 | Mike Miller | D-9 |

**Substitute
Catechists:
Parking Lot
Monitor:**

Carl Winowiecki

Hall Monitor:

VISION AND MISSION

PARISH MISSION STATEMENT

The Catholic Community of St. Hugo of the Hills Parish will continue to evangelize and proclaim the Good News that Jesus Christ is Lord. We go forth as a sacramental parish in faith, hope and love to serve the family of God and to grow in our faith.

THE NEW EVANGELIZATION AND THE RENEWAL OF FAITH FORMATION PROGRAMS

VISION

“Go, therefore, and make disciples of all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Spirit, teaching them to observe all that I have commanded you.” (Mt. 28:19-20)

MISSION

1. **Evangelization is the essential mission of the Church (EN 14).**

- We must be intentional about our goal – that is, preaching the Gospel with the specific aim of fostering conversion and making Disciples of Christ (1 Cor 9:16, Rom 10:14).
- Being a disciple means interior acceptance of the message, but also a change in how we live.
- The goal of evangelization and catechesis is not simply a transmission of information, but of a person – Jesus Christ! We are called to participate in the mission of the Church and ensure the missionary aspect of bringing other people to Christ and making disciples.
 - “Every Christian is challenged, here and now, to be actively engaged in evangelization; indeed, anyone who has truly experienced God’s saving love does not need much time or lengthy training to go out and proclaim that love. Every Christian is a missionary to the extent that he or she has encountered the love of God in Christ Jesus; we no longer say that we are “disciples” and “missionaries”, but rather that we are always “missionary disciples” (EG 120).

2. **Catechesis is the Church’s “sacred duty and inalienable right” (CT 14). As such, faith formation programs must:**

- Be intentional about pre-evangelization and evangelization.
 - “This means that ‘catechesis’ must often concern itself not only with nourishing and teaching the faith, but also with arousing it unceasingly with the help of grace, with opening the heart, with converting, and with preparing total adherence to Jesus Christ on the part of those who are still on the threshold of faith. This concern will in part decide the tone, the language and the method of catechesis” (CT 19).

MISSION (CONTINUED)

- Guard the integrity of the content of the sacred deposit of faith.
 - “The person who becomes a disciple of Christ has the right to receive ‘the word of faith’ not in diminished form but whole and entire, in all its rigor and vigor” (CT 30).
- Employ suitable pedagogical (learning) methods.
 - “The content of catechesis has a natural hierarchy of truths. In order for the power of the Gospel to have its effect, “the communication of the riches of the content of catechesis should be organized in one way rather than another” (CT31).
- Prepare the disciple to participate in the missionary activity of the Church.
 - “Catechesis is likewise open to missionary dynamism. If catechesis is done well, Christians will be eager to bear witness to their faith, to hand it on to their children, to make it known to others, and to serve the human community in every way” (CT24).

Parents and Catechists, as we embark on our mission of preaching the Good News of the Gospel to our children we remember the word of Christ: “Behold, I am with you always, until the end of the age” (Matt 28:20). All Parents and Catechists involved in Religious Education may choose to join the Catechetical Committee as one way to assist in the development of the vision of our educational programs at the Parish level. Please contact our office if this opportunity interests you.

Therefore, as servants to the Message of Christ, let our hearts and minds be open to the guidance of the Holy Spirit so that we go forth with renewed zeal in the hope that all may be able to “confess that Jesus Christ is Lord, to the glory of the God” (Phil 2:11). God is leading, we are following.

Abbreviations

| | |
|-------|---|
| CT | On Catechesis in Our Time (Catechesis Tradendae) |
| CIC | Code of Canon Law |
| EG | The Joy of the Gospel (Evangelii Gaudium) |
| EN | On Evangelization in the Modern World (Evangelii Nuntiandi) |
| PCL | Parish Catechetical Leader |
| USCCB | United States Conference of Catholic Bishops |

PROGRAM INFORMATION & CURRICULUM

GOALS

- To participate with our children in the Sunday Eucharist.
- To form our children into disciples who act with the mind and heart of Christ.
- To guide our children into hearing and living God's Word in scripture and the lived tradition of the community.
- To support the entire parish community (families and catechists included) as the baptized members of the Church who hand on the faith through faith sharing and witness in daily life.
- To understand that each year builds upon the next, so annual attendance is required.

CATECHETICAL TEXTBOOK

The catechists facilitate the children's growth in faith through weekly lessons from the We Believe-Catholic Identity Series, published by Sadlier. This textbook is in compliance with the Archdiocese of Detroit's time allotment requirements (190.1) and is found on the USCCB Conformity Listing of Catechetical Texts and Series (190.2). This program provides Prayer, Scripture, Church doctrine, lives of the Saints, discipleship, Church Seasons, and celebrations of our faith. There are family activities provided to engage parent and child to reinforce concepts studied in each week's catechetical session.

Students and parents are encouraged to visit this website often: www.sadlierreligion.com/webelieve. It offers something for everyone in the family, and is a great way to see what your child is learning in class.

ENGAGING IN FAITH WITH YOUR CHILD

In order to offer parents the ability to engage with their child in the weekly lessons, the textbooks will go home each week (in a book bag we provide) and parent notes will be placed in a folder in the front pocket for you to read each week. Assume there is work to finish and review weekly.

Please review the chapter for each week with your child and complete any unfinished work with your son/daughter. The purpose is two-fold: first, it reinforces for your child the lesson recently discussed; and second, it helps you to engage in faith with your child. Also, older siblings and grandparents can participate in the weekly chapter work.

LITURGY OF THE WORD FOR CHILDREN (LWC)

The Liturgy of the Word for Children is an opportunity for children - ages of four through seven- to hear God's Word in a way that young children can understand. LWC is available most Sunday mornings at the 10:00 am Masses beginning Sept. 24, 2017 Please see the parish web site for the schedule which will be posted in August.

PROGRAM INFORMATION & CURRICULUM (CONTINUED)

CATECHESIS OF THE GOOD SHEPHERD LEVEL ONE PROGRAM FOR AGE 5 CHILDREN

Developed over 55 years ago by Sophia Cavaletti in Rome, the Catechesis of the Good Shepherd, Level One, is a Montessori-based catechetical program for the 3-6 year old child who is capable of receiving and enjoying the most essential elements of our faith, experienced through Jesus the Good Shepherd. **In its third year, this program will offer a special Sunday class for Kindergarten-age (10am Mass) and First Grade children (12:00 Noon Mass). An Orientation Meeting for interested parents will take place on Sunday, September 24, after the 10:00am Mass. Mrs. Yugovich, who is a nationally certified catechist in the Catechesis of the Good Shepherd Program, will be the teacher for this session.**

CATECHIST FORMATION

Catechists are required to participate in on-going catechist formation, working toward full certification in the Archdiocese of Detroit. St. Hugo of the Hills Parish provides each catechist with formation opportunities throughout the year as well as an annual retreat organized through the South Oakland Vicariate. The formation curriculum now offer *Echoes of Faith 3.0*, an online program for ongoing formation, for catechists. The Parish Catechetical Leader provides on-going assistance and resources to catechists for class preparation and for utilizing effective, age-appropriate catechetical techniques.

TRADITIONAL CATHOLIC PRAYERS

Parents and Catechists can collaboratively help our children to learn some important traditional prayers and creeds throughout the catechetical year. Included in this handbook, you will find a listing of the traditional prayers that your children need to learn at each grade level, taking into consideration the age and abilities of each child. Also included is a page of completion slips parents are invited to return to the catechist with each prayer their child has fully learned.

CIRCLE OF GRACE

The Archdiocese of Detroit and St. Hugo of the Hills Parish require that the Religious Education Program provide the Circle of Grace Program, a personal safety education curriculum for students, which meets the USCCB requirement. Catechists will use the *We Believe Series* correlated to the *Circle of Grace, K-8* program. Permission for this correlation is granted by the parent or guardian on the RE Registration Form. Parents will be provided a copy of this correlation for their child's/children's grade level(s). This may be obtained on the parish web site: www.sthugo.org.

PROGRESS REPORTS

Progress reports will be given to the parents at the mid-point of the program and at the end of the year to help assess the progress your children are experiencing in their religious education sessions. Please refer to the included Calendars for the timeframe of these reports.

SUNDAY MASS AND PFLAUM GOSPEL WEEKLIES:

Sunday Mass is vital for Catholic families in order to connect, celebrate and grow with one another in faith. Family attendance at Mass is an expectation at St. Hugo of the Hills Parish. In preparation of each Sunday, the catechists will share a handout called, ***Pflaum Gospel Weeklies***, to prepare the children for the Readings and the Gospel they will hear at the upcoming Sunday Mass. The catechists will use this resource with your children in Grades K-3 each week. You will find this resource in your child's book bag each week; it is a great way to reflect with your child individually and as a family around the Sunday dinner table. Grades 4-8 will use each week ***The Sunday Missal for Young Children***. We hope that you find the *Pflaum Gospel Weeklies* and the *Sunday Missal for Young Children* to be rich resources in breaking open God's Word with your children.

SACRAMENT PREPARATION PROGRAM

CATECHESIS FOR THE FIRST CELEBRATION AND RECEPTION OF THE SACRAMENT OF PENANCE AND RECONCILIATION

Children of catechetical age are to be properly prepared for and celebrate the Sacrament of Penance and Reconciliation. St. Hugo of the Hills Parish offers faith formation to parents who have children preparing for the celebration and reception of the Sacrament of Reconciliation (AOD 230-230.1). This formation is conducted through the Parent Orientation and Sacramental Preparation Meetings, which is why attendance is vital. The parents and children are provided with an approved textbook, Reconciliation, published by RCL Benziger, which reflects the new revision of the Roman Missal.

CATECHESIS FOR THE FIRST CELEBRATION AND RECEPTION OF THE SACRAMENT OF EUCHARIST

Baptized adults and children must receive the Sacrament of Reconciliation before receiving First Eucharist. Children who have reached the age of reason are to be properly catechized for the celebration and reception of First Eucharist. The goal of this preparation is to lead the children to an ever deepening understanding of the Church's teaching about the mystery of Christ's presence in the Eucharist. In this way, children are able to receive Jesus in the Eucharist with faith and devotion and actively participate in the Eucharistic celebration (AOD 240-240.3). St. Hugo of the Hills Parish offers faith formation to parents who have children preparing for the celebration and reception of Eucharist. This formation is conducted through the Parent Orientation and Sacramental Preparation Meetings, which is why attendance is vital. The parents and children are provided with an approved textbook, Eucharist, published by RCL Benziger, which reflects the new revision of the Roman Missal.

CATECHESIS FOR THE CELEBRATION AND RECEPTION OF THE SACRAMENT OF CONFIRMATION

After completing a program of catechetical preparation and with the approval of the Pastor, candidates may celebrate the Sacrament of Confirmation between the ages of 13 and 15 (eighth and ninth grades), except for those candidates of catechetical age who are preparing for full initiation into the Catholic Church (RCIA, 252, 259). This sacrament is celebrated annually at St. Hugo of the Hills Parish, according to the schedule and procedures established by the Archbishop's office. St. Hugo of the Hills Parish offers faith formation to parents who have children preparing for the celebration and reception of Confirmation. This formation is conducted through the Parent Orientation and Sacramental Preparation Meetings, which is why attendance is vital. The parents and children are provided with approved textbooks, Chosen, published by Ascension Press and Confirmation, by RCL Benzinger. The program includes textbook, DVD, and a parent workbook. The parish offers a required Confirmation Retreat on the following two dates: Sunday, November 12th or Sunday, November 19, 2017, from 1:00 pm-4:00 pm. The Archdiocese allows one sponsor per Confirmation Candidate. Sponsors must be confirmed Catholics over the age of 16 years, who are in full communion with the Catholic Church and actively participate in their parish (CIC 893, 874).

SACRAMENT PREPARATION FOR OLDER CHILDREN

Families with a child beyond second grade who needs to be prepared for the Sacraments of Reconciliation and Eucharist will need to contact the Parish Catechetical Leader for an appointment. Please provide your child's baptismal certificate if your child was baptized at a parish other than St. Hugo of the Hills Parish. For a child baptized in another Christian denomination, the RCIA for Children is appropriate. In this case, the PCL will coordinate this process with the Pastoral Associate.

ARCHDIOCESE OF DETROIT SACRAMENT POLICIES

St. Hugo of the Hills Parish follows the Archdiocesan General Policies concerning the reception of the Sacraments of Confirmation, Reconciliation and Eucharist (March 2015, 210.1-210.10).

- St. Hugo of the Hills Parish provides sacramental preparation and appropriate catechesis for anyone receiving sacraments (NDC 35B).
- A child's placement in sacramental preparation depends on his/her age and baptismal status.
- Sacramental Preparation for all sacraments must begin with evangelization for those who have not experienced conversion to Christ, a full and sincere adherence to his person and a decision to walk in his footsteps (GDC 53).
- Appropriate sacramental preparation must be made available to children of the age of reason. The use of reason is presumed when a child has completed his/her seventh year of age (CIC 97.2).
- The pastor has the responsibility of ensuring that a child/adult is adequately prepared for reception of a sacrament even when the child has been prepared in another setting other than St. Hugo of the Hills Parish or at a Catholic School that is not the parish school (CIC 777, 851.2, 890, 914).
- Sacraments are to be administered in a parish church, per Archdiocesan practice. If a child is receiving a sacrament outside his/her own parish, then the pastor where the child will receive the sacrament must request a letter from the child's pastor verifying that the child has been properly prepared for reception of the sacrament, and the pastor has no objections to the child receiving the sacrament(s) outside the child's own parish.
- The Parish Catechetical Leader shall provide proper preparation for persons who have disabilities or collaborate with other parishes who offer special needs catechesis (NDC 35C).

ST. HUGO SACRAMENT POLICIES

The policies of St. Hugo of the Hills Parish concerning the reception of the Sacraments of Confirmation, Eucharist and Reconciliation are as follows:

Policy 1:

From apostolic times, it has been the tradition of the Church to gather on Sunday for the celebration of the Eucharist. The observance of Sunday Eucharist is vitally necessary for the faith of the entire Christian community.

Policy 2:

After completing a program of catechetical preparation and with the approval of the Pastoral Associate (delegate of the Pastor), candidates baptized in infancy as Roman Catholics may celebrate the Sacrament of Confirmation in the eighth grade; and, the Sacraments of Eucharist and Reconciliation in the second grade.

Policy 3:

Formal instruction for the Sacrament of Reconciliation must be separate and distinct from the preparation for the first reception of Eucharist so that the integrity of each sacrament is maintained.

Policy 4:

The parent's right and responsibility to direct the religious formation of their children must be safeguarded and enhanced. For this reason, preparation for the Sacraments of Confirmation, Reconciliation and Eucharist shall involve the parents and provide guidance to them helping prepare their children.

Policy 5:

Children are to be properly catechized for the Sacrament of Reconciliation prior to First Eucharist. The Sacrament of Reconciliation is received prior to the celebration and reception of First Eucharist. Any variation of this norm occurs on an individual basis and after deliberate consultation between the Pastoral Associate (delegate of the Pastor) and the parent(s).

Policy 6:

In those cases in which a child, because of exceptional reasons under the guidance of his or her parents, chooses not to receive the Sacrament of Penance, he or she shall not be deprived of the right to receive his or her first communion. The child shall be encouraged to celebrate the Sacrament of Penance later so that he or she will not be deprived of it altogether.

ATTENDANCE

Absence

Please phone (248-642-6062) or email (angela.venos@sthugo.org) in the Religious Education Office as promptly as you are able of your child's absence. Please leave your full name and your child's name and grade and the reason for the excused absence. We request that absences be kept to no more than two per year in order for the child to effectively benefit from this year's religious education program.

Released-Time for Religious Education

Michigan State Law provides up to 120 minutes per week of released-time for religious instruction. It is the responsibility of parents to inform your child's coach or athletic director about his/her schedule for religious education attendance. Protection from religious discrimination is our right as citizens. Upon the request of a parent, the Parish Catechetical Leader (PCL) will provide you with a letter verifying your child's attendance at religious education. In keeping with the recommendations of the Archdiocese of Detroit, the Coordinator of St. Hugo of the Hills Religious Education Program requests that the thirty hours of annual faith formation be a strong priority for every family in our program.

Arrival/Late Arrival

Classes begin promptly at 5:00pm. The Hall Monitor will open the classroom doors for your children at 4:55pm. Please notify us no later than 3:00pm by phone or email if you will be arriving more than 10 minutes late. When arriving late, please first report with your child to the Religious Education Office before going to the classroom. This is a required procedure.

Early Dismissal

You are also required to notify the Religious Education Office when your child is in need of early dismissal. Please sign your child out from the Religious Education Office for early dismissals.

Vacations

St. Hugo of the Hills Parish Religious Education Program builds their calendar around holidays and school district breaks in order to accommodate family vacations. Please discuss directly with the PCL if your family has a special situation.

CLASSROOM CONDUCT

Students are expected to be respectful to the catechist and all adults. Inappropriate behavior will not be tolerated and will be addressed immediately. After the first warning, the PCL will be notified. If necessary, a call to the child's parents will be made at that time.

Cell Phones and Other Personal Electronic Devices

Given that the religious education sessions are only 75 minutes, it is reasonable to request cell phones and personal electronic devices remain at home. Parents who need to get an important message through to their child immediately may call the Religious Education Office to relay the message.

CLASSROOM CONDUCT (CONTINUED)

Parent and Catechist Communication

It is permissible for a catechist to send an email about a class assignment or project to her student's parents. The catechist shall use the parent email provided on the registration form and must forward a copy of the sent email to Mrs. Barbara Yugovich, PCL, at barbara.yugovich@sthugo.org.

Damage to Classroom Materials and to Possessions of Other Students

Any damage, or theft, of materials in the classroom or in the desks of the St. Hugo School students will result in parents/guardians being contacted. The student responsible for the damage or theft will be required to repair or replace the damaged or stolen object. Also, a note of apology to the school teacher, or to the individual school student affected by the incident will be required of the Religious Education student responsible for the problem. Gum is prohibited during classes.

Dress Code

Proper attire and hair styling in accord with well-accepted taste is the standard. No sport equipment may be stored in the classroom during class. Please mark all personal items with your child's name. Please be sure your child wears a coat if the weather warrants it. Occasionally, students will travel over to the Church and need to be warm and dry. Spirit Day costumes (face paint, etc.) may not be worn to religious education classes.

Snacks/Food Allergies/Medications/Medical Release Form

No snacks are permitted in the classrooms during the catechetical session. Please provide a snack for your child before they arrive for class. No birthday treats will be allowed in the classrooms due to the shortness of class time and allergy concerns. Parents are required to indicate your child's allergies/medications on the registration form and provide an epi-pen (if applicable) to keep in an emergency. You will need to complete a medical release form for the RE Office to keep on file for each of your children attending the RE Program. This form will be available to be filled out on the website and is expected to be filled out no later than October 1, 2017.

Supplies and Books

All books and supplies that the students need during the catechetical sessions will be provided. The students' books will be going home each week. A book bag will be given to each child. Be sure to write your child's name inside the book bag the first week. Materials in the bag need to be marked with the child's name. Bringing the books home each week will allow parents to have greater involvement in the weekly lessons with their child. There are 27 sessions listed on the 2017-2018 Religious Education Calendar. This numbering system correlates to the chapter work for that week. In this way, parents will always know the faith concepts discussed each week of the program. Weekly Family Handouts and notes will also be placed in these book bags.

Lost and Found

Articles of clothing found after catechetical sessions will be kept in the Religious Education Office for one week. After that time, items will be placed in the general lost and found in the school cafeteria. If articles are marked, you will be notified by phone.

BUILDING SECURITY

In keeping with the guidelines established by the Archdiocese of Detroit, the St. Hugo Religious Education Program has established policies to control foot traffic in the building during class sessions.* Hence, parents and others are not permitted to walk through the building during class time. Also, all entrance and exit to and from the building is through one set of doors, those nearest the Fr. Esper Room. The Religious Education Program monitors the hallways during class time. The St. Hugo pastoral staff has approved these measures as reasonable means of maintaining a safe, secure environment for all Religious Education students during class sessions.

*“Protecting God’s Children”, Office for Safe Environments, Archdiocese of Detroit, 2005.

EMAIL/PHONE COMMUNICATIONS

We regularly use the internet to send communications to parents. Therefore, it is very important that we have your correct email information. Please be sure to call or email the RE Office with updates regarding your email address and phone number changes throughout the year.

Website

Parents may go to the St. Hugo website for all schedules, registration forms and information related to the RE Program. Online program registration is now being accepted and tuition and fees can also be paid electronically online through the online giving module. The Family Faith Formation Handbook is also available via the website. Refer to www.st.hugo.org/education to locate this material.

EMERGENCIES

Emergency Closings

Winter weather conditions and building problems sometimes dictate the closing of the Religious Education sessions. Whenever it is announced via TV/radio that there is no school for the Bloomfield Hills Schools, there is automatically no school for both St. Hugo School and for the Religious Education Program. Closings will also be posted on the Parish website.

If an emergency occurs during Religious Education class time that requires cancellation of class, all students will be supervised until arrangements can be made for students to be safely picked up by a parent/guardian.

Fire Safety

One fire drill will be conducted annually in the Religious Education Program. Every catechist will be instructed on the location and use of fire alarms and the responsibility of ringing the alarms when necessity arises. Emergency exit routes are posted in each room. Exits shall be properly marked. All occupants, with no exceptions, leave the building whenever a fire alarm is sounded. The use of candles, Christmas tree lights, and open flames are prohibited in classrooms

EMERGENCIES (CONTINUED)

Tornado Warning

If a tornado warning is in effect locally, children will be taken to the safest place, an interior hallway on the lowest floor level of the building or the cafeteria. No students shall be released from the building to go home until the all clear signal is given.

Tornado Watch

If a tornado watch is in effect, the weather conditions shall be closely monitored so that, if severe weather develops, children can be taken to a safe place.

Bomb Threats

If a bomb threat is received while the program is in session, the Parish Catechetical Leader will notify the police department immediately. This is a police matter. The Parish Catechetical Leader will immediately notify the Pastor, Associate Pastor, or Pastoral Associate of this action.

Shelter -in-Place Procedures

In the event students and catechists need to take shelter in the school building for a period of time, the Parish Catechetical Leader is to follow the “Shelter –in-place procedures” provided by the City of Bloomfield Hills, MI.

Medical/Medical Release Form

In the event of a medical emergency involving a student, EMS will be immediately notified by the Religious Education staff. No medication or medical treatment will be administered by a staff person. Parents/guardians will also be immediately notified. The Archdiocese of Detroit requires a Medical Release Form to be completed for each child in the program. We will follow the directives on your medical form.

All parents of children with food allergies will be expected to complete an Action Care Plan in the event that food is served at a Retreat Event. This form is available in the Religious Education Office.

Student Emergency Information:

Each child is to have on file in the Religious Education Office current emergency information citing the parent(s) or legal guardian(s) telephone numbers both at work and at home, and a designated adult, including his/her telephone numbers, who can be contacted in the event of an emergency.

The emergency information is included on the Registration Form and must be dated and signed by the parent(s) or legal guardian(s) before a child begins RE class.

STUDENT DROP-OFF / PICK-UP

St. Hugo of the Hills Parish is liable for the welfare and safety of each child. Please review and observe the following:

Parking Lot Procedure/Traffic Flow

All drop off and pick up of students occurs from the main church parking lot located between the school building and the main church. Entrance is from Opdyke Road (top entrance) and exit is onto Opdyke Road (lower entrances, from the chapel parking lot). The flow of traffic is counter clockwise. Please see the enclosed Parking Lot map for details. Your compliance with the established traffic flow procedures helps everyone to arrive and depart as smoothly as possible. We thank you in advance for your cooperation.

Arrival and Departure for Religious Education Classes

Parents and children in all grades are to use the Father Esper Room Corridor Doors (= closest doors to the church parking lot) to enter and exit the building. When coming in to pick up, parents are asked to remain at the bottom of the steps by the Religious Education Office until the dismissal bell rings. All access doors throughout the building are locked with the exception of the Father Esper Room corridor doors. For safety, please do not use any other entrance for drop off or pick up of students.

Staff personnel are present in the parking lot at drop-off and pick-up to maintain an orderly, safe environment for your children. Parents, please help us by always physically holding onto younger children, by walking next to your child, and by not allowing your child to run ahead of you in the parking lot.

PLEASE NOTE:

Grades K, 1 & 2

Children in Grades K, 1 & 2 must be accompanied by a parent/guardian to and from the classroom for each session and signed out at dismissal. This should be done by a parent/guardian or approved adult as listed on the back side of the current year's registration form. Older siblings, under the age of 18 years, are not allowed to pick up children in these grades. If you plan to have your adult child who is 18 years or older picking up a younger sibling, their name and a copy of their driver's license needs to be on file in the Religious Education Office.

Grades 3-8

Parents/guardians are encouraged to come into the school building with their child at drop-off and pick-up, and are welcome to stay during class in the designated area.

Late Pick-up

Children who have not been picked up at dismissal will remain in the Religious Education Office until his/her parent/guardian arrives. Please plan your schedule accordingly to avoid causing undue stress for your child.

SAFE ENVIRONMENTS POLICIES

The Archdiocese of Detroit and St. Hugo of the Hills Parish require Criminal Background Checks, Teen Background Certification, and attendance at ***Protecting God's Children for Adults or Called to Serve Workshops (for high school-age youth)***.

If you want to volunteer in the Religious Education Program please contact the Parish Office to fulfill these Safe Environment Policies.

SPORTS TEAMS ELIGIBILITY

Sports Teams Eligibility for Non-Parishioners/Sports Teams Eligibility and Religious Education Enrollment & Attendance

1. St. Hugo will accept children of non-parishioners as students in our RE Program. This is meant as a courtesy to our neighboring parishes as well as a means of accommodating parents who have serious scheduling conflicts due to work, etc. with the time/day their home parish offers Religious Education classes.
2. Children from other parishes who attend RE class at St. Hugo are not eligible to play on St. Hugo School sports teams. This is reserved for children of St. Hugo parishioners.
3. Children of registered parishioners of St. Hugo who are enrolled in our RE Program before the Registration Deadline (Sept. 17, 2017 for the 2017-2018 year) are eligible to play on St. Hugo School sports teams.
4. Students participating on a St. Hugo School sports team must be registered in the RE Program and attend RE classes regularly. Failure to do so will result in suspension of that student from the sports team.
5. If a family registers in the parish after the RE Registration Deadline (Sept. 17, 2017) for the 2017-2018 year) and registers their child in Religious Education, that child will not be eligible to play for St. Hugo School teams until the following class year.

TUITION INFORMATION

FOR ST. HUGO OF THE HILLS CHURCH PARISHIONERS (GRADES K – 8)

| | |
|------------------------|----------|
| One child | \$210.00 |
| Two children | \$285.00 |
| Three or more children | \$310.00 |

FOR NON-PARISHIONER (GRADES K – 8)

| | |
|------------------------|----------|
| One child | \$335.00 |
| Two children | \$410.00 |
| Three or more children | \$435.00 |

LATE FEE

Applied to any returning RE student registering after the registration deadline (September 18, 2017).

FEES FOR SACRAMENT PREPARATION

These fees are for those children preparing for First Reconciliation, First Eucharist, and Confirmation.

| | |
|---------------------|----------|
| Grade 2 (per child) | \$120.00 |
| Grade 8 (per child) | \$120.00 |

LOST BOOK FEE

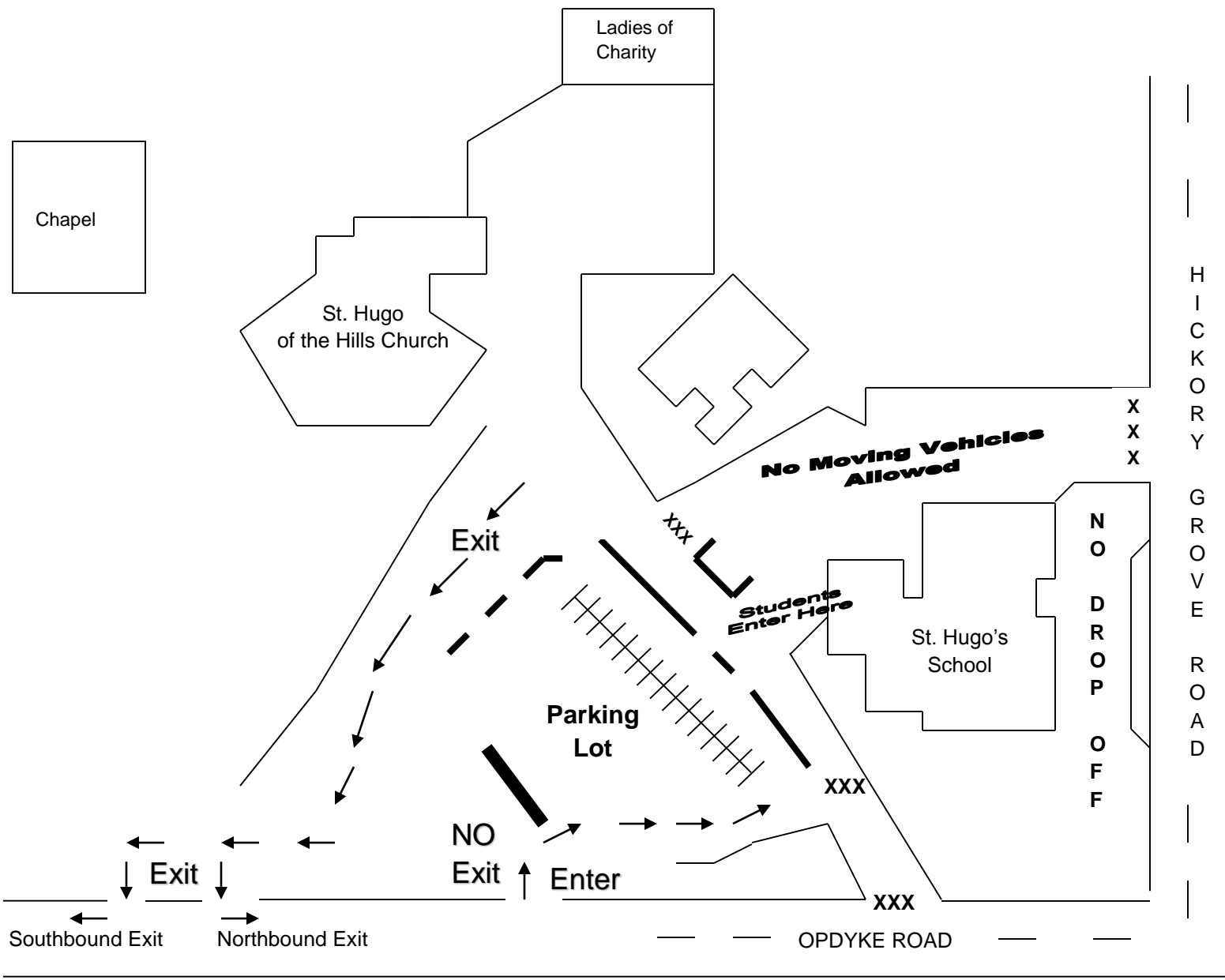
\$20.00

SPECIAL FINANCIAL ARRANGEMENTS

Tuition assistance is available for families:

Please contact the Parish Catechetical Leader to discuss special circumstances, or to set up a payment plan to accommodate your situation.

MAP OF TRAFFIC PATTERN



ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR

GRADES K, 1, 3, 4, 5, 6

| <u>Date - Mondays</u> | <u>Class</u> | <u>Description</u> |
|----------------------------|-----------------|--|
| September 25 (First Class) | 1 | Opening Family Mass/Meet Catechists & Textbooks |
| October 2 | 2 | Chapter 1, Parent Meeting during RE, 5pm - School Library |
| October 9 | 3 | Chapter 2 |
| October 16 | 4 | Chapter 3 5:00pm - Fire Drill |
| October 23 | No Class | No class |
| October 30 | 5 | Chapter 4 |
| November 6 | 6 | Chapter 5 |
| November 13 | 7 | Chapter 6 |
| November 20 | 8 | Chapter 7 |
| November 27 | 9 | Chapter 8 Reconciliation Gr. 3-8 @Church |
| December 4 | 10 | Chapter 9 |
| December 11 | 11 | Chapter 10 |
| December 18 | 12 | Chapter 13 Advent Chapter |
| December 25/January 1 | No Class | Christmas Break/New Year's Break – No Class |
| January 8 | No Class | Chapter 14 Christmas Chapter-Please complete at home |
| January 15 | No Class | MLK Day –No Class, please complete Ch. 11 at home |
| January 22 | 14 | Chapter 12 |
| January 29 | 15 | Chapter 15 Progress Reports go home |
| February 5 | 16 | Chapter 16 Blessing of Throats - classrooms |
| February 12 | 17 | Chapter 17 Reconciliation Gr. 2-8 @Church and Ashes in classrooms |
| February 19 | No Class | Winter Break – No Class |
| February 26 | 18 | Chapter 20 Lenten Chapter |
| March 5 | 19 | Chapter 18 |
| March 12 | 20 | Chapter 19 |
| March 19 | 21 | Chapter 22 |
| March 26 | 22 | Chapter 21 Triduum Chapter |
| April 2 | No Class | Easter Break – No Class |
| April 9 | 23 | Chapter 23 |
| April 16 | 24 | Chapter 24 |
| April 23 | 25 | Chapter 25 |
| April 30 | 26 | Chapter 26 Progress Reports go home |
| May 7 (Last Class) | 27 | Closing Family & Catechist Mass - Church |
| May 14 | No Class | RE Catechist Supper – 6pm |

ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR GRADE 2 (RECONCILIATION & EUCHARIST PROGRAM)

| <u>Date - Mondays</u> | <u>Class</u> | <u>Description</u> |
|-------------------------------|--------------|--|
| September 25 (First Class) | 1 | Opening Family Mass/Meet Catechist & Textbooks |
| October 2 | 2 | Chapter 1, Parent Meeting during RE, 5pm - School Library |
| October 5(Thursday) | No Class | Gr 2 & Gr 8 Sacrament Parent Mtg. #1, 7pm - Church |
| October 9 | 3 | Chapter 2 |
| October 12 (Thursday) | No Class | Gr 2 & Gr 8 Sacrament Parent Mtg. #1, 7pm - Church |
| October 16 | 4 | Chapter 3 5:00pm - Fire Drill |
| October 23 | No Class | No Class |
| October 30 | 5 | Chapter 4 |
| November 6 | 6 | Chapter 5 |
| November 9 (Thursday) | No Class | Sacrament Parent/Child Meeting #2, 7pm - Church |
| November 13 | 7 | Chapter 6 <i>(Home Purple Rec. BK, Chap. #1)</i> |
| November 16 (Thursday) | No Class | Sacrament Parent/Child Meeting #2, 7pm - Church |
| November 20 | 8 | Chapter 7 <i>(Home Purple Rec. BK, Chap. #2)</i> |
| November 27 | 9 | Chapter 8 Reconciliation Gr. 3-8 @ Church <i>(Home Purple Rec. BK, Chap. #3)</i> |
| December 4 | 10 | Chapter 9 <i>(Home Purple Rec. BK, Chap. #4)</i> |
| December 11 | 11 | Chapter 10 Reconciliation Practice <i>(Home Purple Rec. BK, Chap. #5)</i> |
| December 18 | 12 | Chapter 13 Advent Chapter <i>(Home Purple Rec. BK, Chap. #6)</i> |
| December 25/January 1 | No Class | Christmas Break/New Year's Break - No Class |
| January 8 | No Class | Chapter 14 Christmas Chapter –Complete at home |
| January 15 | No Class | MLK Day – No Class, please complete Ch. 11 at home |
| January 20 (Saturday) | No Class | First Reconciliation, 11am - Church |
| January 22 | 14 | Chapter 12 |
| January 29 | 15 | Chapter 15 Progress Reports go home <i>(Home Blue Euch. BK, Chap. #1)</i> |
| February 5 | 16 | Chapter 16 Blessing of Throat in classrooms <i>(Home Blue Euch. BK, Chap. #2)</i> |
| February 12 | 17 | Chapter 17 Reconciliation Gr. 2-8 @ Church and Ashes in classrooms |
| February 19 | No Class | Winter Break – No Class |
| February 22 (Thursday) | No Class | Sacrament Parent/Child Meeting #3, 7pm - Church |
| February 26 | 18 | Chapter 20 Lenten Chapter <i>(Home Blue Euch. BK, Chap. #3)</i> |
| March 1 (Thursday) | No Class | Sacrament Parent/Child Meeting #3, 7pm - Church |
| March 5 | 19 | Chapter 18 <i>(Home Blue Euch. BK, Chap. #4)</i> |
| March 12 | 20 | Chapter 19 <i>(Home Blue Euch. BK, Chap. #5)</i> |
| March 19 | 21 | Chapter 22 |
| March 26 | 22 | Chapter 21 Triduum Chapter <i>(Home Blue Euch. BK, Chap. #6)</i> |
| April 2 | No Class | Easter Break – No Class |
| April 9 | 23 | Chapter 23 |
| April 16 | 24 | Chapter 24 <i>(First Eucharist Practice #1)</i> |
| April 23 | 25 | Chapter 25 <i>(Second Eucharist Practice #2)</i> |
| April 28/29 (Saturday/Sunday) | No Class | First Eucharist, 11am Saturday or 2pm Sunday |
| April 30 | 26 | Chapter 26 Progress Reports go home |
| May 7 (Last Class) | 27 | Closing Mass Families & Catechists - Church |
| May 14 | No Class | RE Catechist Supper – 6:00pm |

ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR

GRADE 7

| <u>Date - Mondays</u> | <u>Class</u> | <u>Description</u> |
|----------------------------|--------------|---|
| September 25 (First Class) | 1 | Opening Family Mass/Meet Catechist & Textbooks |
| October 2 | 2 | Introduction, Parent Meeting during RE, 5pm - School Library |
| October 9 | 3 | Chapter 1 |
| October 16 | 4 | Chapter 2 5:00pm - Fire Drill |
| October 23 | No Class | No Class |
| October 30 | 5 | Chapter 3 |
| November 6 | 6 | Chapter 4 |
| November 13 | 7 | Chapter 5 |
| November 20 | 8 | Chapter 6 |
| November 27 | 9 | Chapter 7 Reconciliation Gr. 3-8 @ Church |
| December 4 | 10 | Chapter 8 |
| December 11 | 11 | Chapter 9 |
| December 18 | 12 | Chapter 10 |
| December 25/January 1 | No Class | Christmas Break/New Year's Break - No Class |
| January 8 | No Class | Chapter 11-Please read and complete at home |
| January 15 | No Class | MLK Day – No Class |
| January 22 | 14 | Chapter 12 |
| January 29 | 15 | Chapter 13 Progress Reports go home |
| February 5 | 16 | Chapter 14 Blessing of Throats in classrooms |
| February 12 | 17 | Chapter 15 Reconciliation Gr. 2-8 @ Church and Ashes in classrooms |
| February 19 | No Class | Winter Break - No RE Class |
| February 26 | 18 | Chapter 16 |
| March 5 | 19 | Chapter 17 |
| March 12 | 20 | Chapter 18 |
| March 19 | 21 | Chapter 19 |
| March 26 | 22 | Chapter 20 |
| April 2 | No Class | Easter Break – No Class |
| April 9 | 23 | Chapter 21 |
| April 16 | 24 | Chapter 22 |
| April 23 | 25 | Chapter 23 |
| April 30 | 26 | Chapter 24 Progress Reports go home |
| May 7 (Last Class) | 27 | Closing Family & Catechist Mass – Church |
| May 14 | No Class | RE Catechist Supper – 6pm |

ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR GRADE 8 CONFIRMATION PROGRAM

| <u>Date - Monday</u> | <u>Class</u> | <u>Description</u> |
|--------------------------------|-----------------|--|
| September 26 (First Class) | 1 | Opening Family Mass/Meet Catechist & Textbooks |
| October 2 | 2 | Lesson 1, Parent Meeting-During RE, 5pm - School Library |
| October 5 (Thursday) | <u>No Class</u> | Gr. 2 & 8 Sacrament Parent Mtg. #1, 7pm - Church |
| October 9 | 3 | Lesson 2 <i>(Home Red Conf. BK, Chap. #1)</i> |
| October 12 (Thursday) | | Gr. 2 & 8 Sacrament Parent Mtg. #1, 7pm - Church |
| October 16 | 4 | Lesson 3 <i>(Home Red Conf. BK, Chap. #2)</i> |
| October 23 | <u>No Class</u> | No Class <i>(Home Red Conf. BK, Chap. #3)</i> |
| Oct. 26/Nov. 2 (Thursday) | <u>No Class</u> | Confirmation Parent/Child Meeting #2, 7pm - Church |
| October 30 | 5 | Lesson 4 <i>(Home Red Conf. BK, Chap. #4)</i> |
| November 2 (Thursday) | <u>No Class</u> | Confirmation Parent/Child Meeting #2, 7pm - Church |
| November 6 | 6 | Lesson 5 <i>(Home Red Conf. BK, Chap. #5)</i> |
| November 12 (Sunday) | <u>No Class</u> | Confirmation Retreat, 1:00-4:45pm - Parish Hall |
| November 13 | 7 | Lesson 6 <i>(Home Red Conf. BK, Chap. #6)</i> |
| November 19 (Sunday) | <u>No Class</u> | Confirmation Retreat, 1:00-4:45pm - Parish Hall |
| November 27 | 8 | Lesson 7 Reconciliation Gr. 3-8 @ Church |
| December 4 | 9 | Lesson 8 <i>(Home Red Conf. BK, Chap. #7)</i> |
| December 11 | 10 | Lesson 9 <i>(Home Red Conf. BK, Chap. #8)</i> |
| December 18 | 11 | Lesson 10 |
| December 25/January 1 | <u>No Class</u> | Christmas Break/New Year's Break - No Class |
| January 7-11 (Sunday-Thursday) | <u>Appt.</u> | Confirmation Interviews - No Class |
| January 15 | <u>No Class</u> | Dr. Martin Luther King Holiday - No Class |
| January 18 (Thursday) | <u>No Class</u> | Confirmation Parent/Child Meeting #3, 7pm - Church |
| January 22 | 12 | Lesson 11 <i>(Gr. 8 Conf. Practice)</i> |
| January 25 (Thursday) | <u>No Class</u> | Confirmation Parent/Child Meeting #3, 7pm - Church |
| January 29 | 13 | Lesson 12 Progress Reports go home <i>(Gr. 8 Conf. Practice)</i> |
| February 5 | 14 | Lesson 13 Blessing of Throats @ Church and Ashes in classroom |
| February 10 (Saturday) | <u>No Class</u> | Confirmation, 11am |
| February 12 | 15 | Lesson 14 |
| February 19 | <u>No Class</u> | Winter Break - No Class (Ch. 15 at home) |
| February 26 | 16 | Lesson 16 |
| March 5 | 17 | Lesson 17 |
| March 12 | 18 | Lesson 18 |
| March 19 | 19 | Lesson 19 Reconciliation Gr. 2-8 @ Church |
| March 26 | 20 | Lesson 20 |
| April 2 | <u>No Class</u> | Easter Break – No Class |
| April 9 | 21 | Lesson 21 |
| April 16 | 22 | Lesson 22 |
| April 23 | 23 | Lesson 23 |
| April 30 | 24 | Lesson 24 Progress Reports go home |
| May 7 (Last Class) | 25 | Closing Family & Catechist Mass - Church |
| May 14 | <u>No Class</u> | RE Catechist Supper – 6pm |

**ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR
SACRAMENT PREPARATION & SACRAMENTS**

Grade 2 - Reconciliation & First Eucharist

Meeting #1 – Gr. 2 & 8 Parents only – Sacrament Parent Meeting (7-8:30pm)

October 5, 2017 (Thursday - Church) or October 12, 2017 (Thursday - Church)

Meeting #2 – Gr. 2 Children & Parents – Reconciliation Meeting (7-8:30pm)

November 9, 2017 (Thursday - Church) or November 16, 2017 (Thursday – Church)

Celebration of First Reconciliation – St. Hugo of the Hills Church (11:00am)

January 20, 2018 (Saturday)

Meeting #3 – Gr. 2 Children & Parents – Eucharist Meeting (7-8:30pm)

February 22, 2018 (Thursday - Church) or March 1, 2018 (Thursday - Church)

Celebration of First Eucharist – St. Hugo of the Hills Church

April 28, 2018 (Saturday) 11:00am Mass (Does not fulfill Sunday Obligation)

April 29, 2018 (Sunday) 2:00pm Mass (Does fulfill Sunday Obligation)

Grade 8 - Confirmation

Meeting #1 – Gr. 2 & 8 Parents only – Sacrament Parent Meeting (7-8:30pm)

October 5, 2017 (Thursday - Church) or October 12, 2017 (Thursday - Church)

Meeting #2 – Gr. 8 Children & Parents – Confirmation Meeting (7-8:30pm)

October 26, 2017 (Thursday - Church) or November 2, 2017 (Thur., Church)

Gr. 8 Confirmation Retreats – St. Hugo of the Hills Parish Hall (1:00-4:00pm)

November 12, 2017 (Sunday) or November 19, 2017 (Sunday)

Gr. 8 Confirmation Interviews – St. Hugo of the Hills Parish Office

January 7-11, 2018 (Sunday 1:00pm - 5:00pm, Monday-Thursday 4:00pm – 8:00pm)

Meeting #3 – Gr. 8 Children & Parents – Confirmation Meeting (7-8:30pm)

January 18, 2018 (Thursday - Church) or January 25, 2018 (Thursday - Church)

Celebration of Confirmation – St. Hugo of the Hills Church (11:00am)

February 10, 2018 (Saturday)

Practice for the Sacramental Celebrations will be during Class Time

**ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR
LITURGY OF THE WORD FOR CHILDREN (AGES 4 – GRADE 1)**

This program depends on the volunteer support of parents in our parish. Please call Mrs. Barbara Yugovich to volunteer as an LWC Facilitator at 248-642.6062.

- Week 1.** October 1 (First Class)
- Week 2.** October 8
- Week 3.** October 15
- Week 4.** October 29
- Week 5.** November 5
- No LWC** **November 12, 19**
- Week 6.** November 26
- Week 7.** December 3
- Week 8** December 10
- No LWC** **December 17, 24 and 31**
- Week 9** January 7
- Week 10** January 14
- Week 11** January 21
- Week 12** January 28
- Week 13** February 4
- Week 14** February 11
- Week 15** February 18
- Week 16** February 25
- Week 17** March 4
- Week 18** March 11
- Week 19** March 18
- Week 20** March 25
- No LWC** **April 1**
- Week 21** April 8
- Week 22** April 15
- Week 22** April 22
- No LWC** **April 29**
- Week 23** May 6 (Final LWC)

**Sunday Mornings
During the
10:00 AM Mass
Parish Hall**

REQUIRED TRADITIONAL PRAYERS

SIGN OF THE CROSS (GRADES K-1)

In the name of the Father, and the Son, and the Holy Spirit. Amen.

ACT OF CONTRITION (GRADE 2)

My God, I am sorry for my sins with all my heart.
In choosing to do wrong and failing to do good,
I have sinned against you whom I should love above all things.
I firmly intend, with your help, to do penance,
To sin no more, and to avoid whatever leads me to sin.
Our Savior, Jesus Christ, suffered and died for us.
In His name, my God, have mercy.

THE LORD'S PRAYER (GRADES 2-3)

Our Father, who art in heaven, hallowed be thy name.
Thy kingdom come, thy will be done on earth as it is in heaven.
Give us this day our daily bread and forgive us our trespasses,
as we forgive those who trespass against us;
and lead us not into temptation, but deliver us from evil. Amen.

HAIL MARY (GRADES 2-3)

Hail Mary, Full of Grace, the Lord is with you!
Blessed are you among women,
and blessed is the fruit of your womb, Jesus.
Holy Mary, Mother of God, pray for us sinners now
and at the hour of death. Amen.

APOSTLES CREED (GRADES 3-5)

I believe in God, the Father Almighty, Creator of Heaven and earth;
and in Jesus Christ, His only Son Our Lord, who was conceived by the Holy Spirit,
born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died, and was buried.
He descended into Hell; the third day He rose again from the dead;
He ascended into Heaven, and is seated at the right hand of God, the Father almighty;
from there He will come to judge the living and the dead.
I believe in the Holy Spirit, the holy Catholic Church, the communion of saints, the forgiveness
of sins, the resurrection of the body and life everlasting. Amen.

REQUIRED TRADITIONAL PRAYERS (CONTINUED)

THE NICENE CREED (GRADES 6-8)

I believe in one God, the Father Almighty, maker of heaven and earth, of all things visible and invisible.

I believe in one Lord Jesus Christ, the Only Begotten Son of God, born of the Father before all ages. God from God, Light from Light, true God from true God, begotten, not made, consubstantial with the Father; through him all things were made.

For us men and for our salvation he came down from heaven, and by the Holy Spirit was incarnate of the Virgin Mary, and became man.

For our sake he was crucified under Pontius Pilate, he suffered death and was buried, and rose again on the third day in accordance with the Scriptures. He ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead and his kingdom will have no end.

I believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son, who with the Father and the Son is adored and glorified, who has spoken through the prophets.

I believe in one, holy, catholic and apostolic Church. I confess one Baptism for the forgiveness of sins and I look forward to the resurrection of the dead and the life of the world to come. Amen.

THE LAYING ON OF HANDS PRAYER (GRADE 8)

All-powerful God, Father of our Lord Jesus Christ, by water and the Holy Spirit you freed your sons and daughters from sin and gave them new life. Send your Holy Spirit upon them to be their Helper and Guide. Give them the spirit of wisdom and understanding, the spirit of right judgement and courage, the spirit of knowledge and reverence. Fill them with the spirit of wonder and awe in your presence. We ask this through Christ our Lord. Amen.

REQUIRED TRADITIONAL PRAYERS – COMPLETION SLIPS

SIGN OF THE CROSS (GRADES K-1) – FIRST SEMESTER

Dear PCL,

My child, _____ Grade: _____ has learned how to make
THE SIGN OF THE CROSS.

THE ACT OF CONTRITION (GRADES 2) – FIRST SEMESTER

Dear PCL,

My child, _____ Grade: _____ has learned how to pray
THE ACT OF CONTRITION.

THE LORD’S PRAYER (GRADES 2-3) – SECOND SEMESTER

Dear PCL,

My child, _____ Grade: _____ has learned how to pray
THE LORD’S PRAYER.

HAIL MARY (GRADES 2-3) – SECOND SEMESTER

Dear PCL,

My child, _____ Grade: _____ has learned how to pray
THE HAIL MARY.

REQUIRED TRADITIONAL PRAYERS – LEARNED SLIPS (CONTINUED)

THE APOSTLES CREED (GRADES 3-5)

Dear PCL,

My child, _____ Grade: _____ has learned how to pray THE APOSTLES CREED.

THE NICENE CREED (GRADES 6-8)

Signature of Catechist: _____ Grade: _____ Date: _____

THE LAYING ON OF HANDS PRAYER (GRADES 8)

Signature of Catechist: _____ Grade: _____ Date: _____

----- **Detach Here** -----

PARENT(S) SIGNATURE(S) VERIFYING HAVING READ THIS HANDBOOK.

Please turn into Religious Education Office by November 20, 2017.

I, _____, have read St. Hugo of the Hills Parish Faith Formation Handbook.

Signed: _____ Date: _____

Signed: _____ Date: _____