



St. Paul's Parish Faith Formation
1807 Bedford St, Rome, NY 13440

Kathy Sledziona, D.R.E.
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Web site www.stpaulsrome.com

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August, 2009

Dear Parents and Guardians,

Greetings in Christ!

New this year: Religious education classes for children in Grades **K – 6** will be offered on **Wednesday** mornings from 8:00 – 9:00 am starting on **September 23**. Classes for children in Grades 5 – 10, including Confirmation will be held on Monday evening from 6:30 – 7:30 pm beginning on **September 21**. **No classes will be held on Thursday morning**. On the registration form, please check the day your 5th or 6th grade child will attend class.

I wish we could provide an alternative day for children in all grade levels. A 9:30 – 10:30 am Sunday morning option is a possibility down the road. If you would be interested in having your children attend a Sunday morning class, please check the box on the registration form. If there is enough interest and we could find catechists willing to teach on Sunday mornings, we will explore the possibility of a Sunday program, if not for this year, for 2010 - 2011. If you are faced with a conflict on Wednesday morning or Monday evening, please let me know and I will try to help you find a solution.

Enclosed you will find a Religious Education and Sacrament Preparation **Family Registration Form** and appropriate schedule(s) for the coming year. Please complete, sign and return the form noting any needed corrections or updates. This form is required each year that you have a child enrolled. In order to prepare adequate teachers, books and materials for everyone; please return your Registration Form by **September 11**.

If you are new to our parish or if this is the first time your child will attend, you will be asked to complete an Individual Student Record Form for each new child in addition to the Family Registration Form. If your child attends Rome Catholic School and will join us for First Penance, First Eucharist or Confirmation, please register by September 11 to ensure you receive all necessary information about Sacrament preparation.

For each child in **Grades K – 6** you will find a *green Release Time Form*. Please complete one form for **each** child who will attend on **Wednesday morning**. If your child will attend on Monday evening or attends Rome Catholic, the release time form is not necessary. Please return the "School Copy" directly to your child's school and the "Church copy" with your Family Registration Form.

Again this year, the fee schedule is broken down by category to more accurately reflect the actual cost. We have kept the Faith Formation fees the same as last year and cap the total amount due at \$100 per family. We realize that some of you may find it difficult to pay the requested fees. If you are unable to pay that amount, please send what you can afford. If you are in a position to send in a donation to help those who cannot afford to pay, it will be received with our sincere gratitude. **No one will be denied the opportunity to attend classes or receive a Sacrament due to financial hardship**. The Fee Schedule is located on the back of your Family Registration Form.

It would not be possible to have a Faith Formation Program without our dedicated volunteers. Thank you to all of our catechists and aides who share with parents the awesome responsibility of handing on our Catholic Faith. Please consider serving as a volunteer in our Faith Formation Program. We are in need of catechists, aides and helpers on Wednesday morning and Monday evening. All of our catechists are required to have VIRTUS certification. Catechists attend a course entitled: "Protecting God's Children" and submit to a background check. Re-certification is required every five years. Please call me if you would consider joining our team. We offer training and support to all who serve. **Registration and book fees are waived for parents who serve as catechists.**

Please try to have your children arrive on time for class. We lose valuable class time with every late arrival. We treasure the time we share with your children, and try to make it meaningful. A full hour of teaching time each week would help us greatly.

On **Wednesday morning**, parents bring their children to St. Paul's Parish Center using the back entrance of the Parish Center. Please have your child arrive by 7:55 am. If you wish, you may walk your child to the classroom. Children will be bused to Denti, Bellamy @ Fort Stanwix, John Joy, Ridge Mills, Stokes and Staley after class on Wednesdays. If you will be picking up your child after class on Wednesday morning, please send a note or call ahead; please wait inside near the Religious Education Office for your child to be dismissed from class.

On **Monday evenings**, parents are responsible for bringing their children to and from class. Please use the front (link) doors to the Parish Center. On Monday evening, the back (bus) doors remain locked before and during class.

Giving a high priority to weekly attendance at Mass and fitting Faith Formation and Sacrament Preparation Classes into busy family schedules teaches our children that our Catholic Faith has meaning and value. Please call if you have any questions. May God bless us and grant us...

Peace,

enc

1. Religious Education-Sacrament Program Family Registration Form with Fee Schedule on reverse (*white*)
2. Letter to Parents regarding childhood sexual abuse prevention (*ivory*)
3. Faith Formation Schedule (*gold*)

Additional forms may be included:

4. Release Time Form for each child in grades K – 6 (*green*)
5. First Eucharist Schedule, child in Grade 2 (*salmon*)
6. First Penance Schedule, child in Grade 2 (*orchid*)
7. Confirmation Schedule with Conf. Information on reverse, child in Grade 10 (*cherry*)
8. Confirmation Service Report (*cherry*)

Family Registration Fee:

Parishioner: \$25 helps to cover the cost of transportation, catechist training and support,
 Non-Parishioner: \$45 classroom resource materials and supplies
 Non-Supporting Parishioner: \$45

Book Fee:

1 child \$ 20 helps to cover the cost of student books and bibles
 2 children \$ 30
 3 (or more) children \$ 40

Sacrament Book & Program Fee: Applies only to families with a child in 2nd or 10th grade who will receive a Sacrament this coming year

First Penance: \$15 helps cover the cost of Sacrament preparation books, program expenses and certificates
 First Communion: \$15
 Confirmation: \$15

Confirmation Retreat Fee: \$25 Applies only to families with a child in 10th grade helps cover the cost of the retreat; director, lunch and materials

Early Payment Incentive: - \$5 Subtract \$5 from your total bill if paid by September 11

1. **Please make checks payable to: St. Paul's Parish**
2. Children attending **Rome Catholic** are asked to pay only the Sacrament and Retreat Fees, if applicable.
3. The Registration and Book Fees have been waived for parents or guardians who serve as catechists. Please submit Sacrament Program and Retreat Fees if applicable.
4. If you are unable to pay the requested fees, please send what you can or speak to Kathy or Father personally and in confidence. No one will be denied the opportunity to attend classes or receive a Sacrament due to financial hardship.

Family Name: _____ Children in Grade(s): ____ ____ ____ ____

Amount Due:

Family Registration Fee: \$ _____

Book Fee: \$ _____

Sacrament Program Fee(s): \$ _____

Confirmation Retreat Fee: \$ _____

Subtract \$5 if paid by September 11 - \$ _____

Total Due: \$ _____ (Maximum \$100 per family)

- Total amount due enclosed
- Partial payment of \$ _____ enclosed. Please bill me for the balance of: \$ _____.
- Registration/Book Fee waived. Catechist exemption.
- Enclosed is a tax-deductible donation or special gift of \$ _____ that will be applied toward those who cannot afford the requested fees.
- I am financially unable to pay the requested fees at this time, enclosed is my signed registration form.



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2009- 2010 Faith Formation Schedule

Classes for children in **Grades K- 6** will be held on **Wednesday** mornings from **8:00 – 9:00 AM** in St. Paul's Parish Center Classrooms on the following Wednesdays (dashes indicate no class):

Sept: --, 23, 30	Jan: 6, 13, 20, 27
Oct: 7, 14, 21, 28	Feb: 3, 10, --, 24
Nov: 4, --, 18, --	Mar: 3, 10, 17, 24, 31
Dec: 2, 9, 16, *-- , --	Apr: 7, 14, --, 28

* No class on Wednesday, Dec. 23 even though it is a school day

Grades 5 – 12 will have classes on **Monday** evenings from **6:30 – 7:30 PM** in St. Paul's Parish Center Classrooms on the following dates:

Sept: 21, 28	Jan: 4, 11, --, 25
Oct: 5, --, 19, 26	Feb: 1, 8, --, 22
Nov: 2, 9, 16, 23, 30	Mar: 1, 8, 15, 22, 29
Dec: 7, 14, *-- , --	Apr: --

* No class on Monday, Dec. 21 even though it is a school day

- **Traffic Flow** – On **Wednesday morning**, parents should use the **rear** doors of the Parish Center when bringing children to class. Children will be bused to school after class. If you will be picking up your child after class, please call ahead, children wait by the Religious Education Office for you to come into the building.
- On **Monday evenings**: Please use the front (link) doors of Parish Center when bringing and picking up children. Please use extreme caution in the parking lot.
- **Emergency** - In the case of an emergency, parent or guardian will be called. If we are unable to reach you, the person you name as emergency contact will be called.
- **Please call** if your child will not be present for a scheduled class. Please give child's name and grade. (The answer phone is always on!)
- **Please watch St. Paul's Church bulletin** or our website for announcements and schedule changes.
- **Inclement weather** - listen to local radio stations for cancellation news. If school is **DELAYED** or **CANCELLED** there will be no morning Faith Formation classes. If school is **CANCELLED** there will be no evening Faith Formation classes.

Discipline Policy: We ask that all students act in a manner that is respectful of our teachers, fellow students and our church property. In the event a student does not behave properly he or she will be given three warnings. After three warnings, he or she will be sent to the Religious Education Office. If this happens, the parent or guardian will be called, the parent or guardian may be asked to come and pick up the child, or the parents may be asked to home-school or attend classes with the child for the remainder of the semester or school year.



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Sacrament Preparation at St. Paul's Church

First Reconciliation, First Eucharist & Confirmation

Pre-Registration is required for all students, including those attending Rome Catholic School. All students who wish to celebrate First Communion, First Penance or Confirmation this coming year must register by September 11 so that we may order materials for all. If you need a registration form, please call Kathy at 334-9570 or you may download a ***Family Registration Form*** from St. Paul's website: www.stpaulsrome.com

First Reconciliation & Eucharist Parent Meeting: Wednesday, October 7 at 6:30pm

Parent Meeting for parents/guardians of children in 2nd grade (or above), including those attending Rome Catholic School who will celebrate their First Reconciliation (Penance) and First Eucharist (Communion) at St. Paul's this coming year will be held in the chapel of St. Paul's Parish Center on Wednesday, October 7, from 6:30 – 7:30 pm. Children are welcome but do not need to attend.

Confirmation Parent & Candidate Meeting: Monday, October 5 at 6:30 pm

Students in 10th grade (or above) who wish to be confirmed at St. Paul's in the Spring of 2010 need to attend the **Parent & Candidate** session on Monday, October 5, from 6:30 – 7:30 pm in St. Paul's Parish Center Chapel. We will outline the Confirmation Program for the coming year. Students attend with a parent or guardian, including those attending Rome Catholic School. Students in 9th grade do not have to attend.



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2009 – 2010

FIRST EUCHARIST (1st Communion) PROGRAM SCHEDULE

The Sacrament of Eucharist is Jesus' gift of self to us. Eucharist is the source and summit of our lives as Catholic Christians. To be eligible, a child must be baptized, in 2nd grade or above and have regularly attended a Catholic Religious Education program or a Catholic school the previous year. According to the guidelines for the Syracuse Diocese, children who wish to receive their First Communion must first receive catechesis for the Sacrament of Penance. Children who have not yet been baptized please call Kathy or Father for more information. Children attending Rome Catholic School are asked to attend all sessions listed below. **Regular attendance at Mass is extremely important during this year of preparation.** We invite you to attend the 4:30 pm Mass on Saturdays whenever possible where children may participate in Children's Liturgy of the Word. Sunday Mass times are 8:30 and 10:30 am. The schedule below lists the required parent meeting, workshops, liturgies and classes.

Wed, Jan. 13	6:30 – 7:30 PM (Chapel)	Parent Meeting – An overview of the Sacrament of Eucharist and an explanation of the preparation materials, workshops, classes and rehearsals will be given. Children are welcome but do not need to attend.
Sun, Jan. 24	9:30 Workshop (Chapel) 10:30 Mass (Church)	Family Workshop #1 & Enrollment Mass Children and parents (all family members are welcome) attend this opening session. Children and parents will sign the First Eucharist Enrollment Scroll. Children will be welcomed by the parish at the 10:30 Mass.
Sun, Feb. 28	9:30 Workshop (Chapel) 10:30 Mass (Church)	Family Workshop # 2 , Children and Parents attend this session: Blessing of Bibles & Liturgical Hunt Focus: Liturgy of the Word followed by Mass at 10:30
Sun, March 21	9:30 Workshop (Chapel) 10:30 Mass (Church)	Family Workshop # 3 with re-enactment of the Last Supper. Focus: Liturgy of the Eucharist followed by Mass at 10:30
Wed, April 7	8:00 – 9:00 AM (classrooms)	Children's Class and rehearsal - Children will be bused to schools (including RCS) after class.
Wed, April 14	8:00 – 9:00 AM (classrooms)	Children's Class and rehearsal - Children will be bused to schools (including RCS) after class.
Wed, April 28	6:30 PM (Church)	Rehearsal with Parents - Parents attend this last rehearsal with children. It will last approx. one hour.
Sun, May 3	10:30 AM (Church)	Celebration of First Eucharist – reception to follow



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2009 – 2010

FIRST RECONCILIATION (PENANCE) PROGRAM SCHEDULE

The Sacrament of Reconciliation is Jesus' gift of love and forgiveness. To be eligible, a child must be baptized, at least seven years of age and be in 2nd grade or above and have regularly attended a Catholic Religious Education program or a Catholic school the previous year. According to the guidelines for the Syracuse Diocese, children who wish to receive their First Communion must first receive catechesis for the Sacrament of Penance.

The journey toward the celebration of your child's First Reconciliation began with his or her Baptism. If your child was **not** baptized here at St. Paul's, we will need a copy of his or her **Baptismal Certificate**. If you need to obtain a copy of your child's baptismal certificate, please call the church where your child was baptized and ask them to send it to you. Please send a copy when you register. If your child was baptized at St. Paul's, we have the information on file. If your child has not yet been baptized, please call Kathy or Father for more information.

Regular attendance at Mass is extremely important during this year of preparation. We invite you to attend the **4:30 pm Mass on Saturdays** whenever possible where children may participate in Children's Liturgy of the Word. Sunday Mass times are 8:30 and 10:30 am. The schedule below lists the required parent meeting, workshops, liturgies and classes.

Wed, Oct. 7	6:30 – 7:30 PM (Chapel)	Parent Meeting – Requirements and overview of the First Reconciliation and Eucharist Program, explanation of workshops, classes and rehearsals will be given. Children are welcome but do not need to attend.
Sun, Oct. 18	9:30 AM Workshop (Chapel) 10:30 Mass (Church)	Reconciliation Workshop 1 & Enrollment Mass Preparation for Reconciliation will include a tour of the Reconciliation Room. Children and parents will sign a "Covenant of Peace" at the workshop. Signed covenants will be presented at Mass. Prayer to learn: An Act of Contrition
Sun, Nov. 8	9:30 am Workshop (Chapel) 10:30 Mass (Church)	Reconciliation Workshop 2 – We will start our day's activities in the Parish Center Chapel. Children will practice skit, song and format for First Reconciliation. Parents will view and discuss a short video. We will celebrate Mass together at the 10:30 Liturgy. Children and parents attend the workshop and Mass.
Wed, Nov. 18	8:00 – 9:00 AM (Classroom)	Children's Class and rehearsal – All children (including those attending RCS) attend this class that includes practice for the celebration of First Reconciliation. Children will be bused to schools (including RCS) after class.
Saturday Nov. 21,	10:30 AM	Celebration of First Reconciliation St. Paul's Church



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2009- 2010

Confirmation Program Schedule Direct Preparation

(10th Grade or Above)

Monday, October 5	6:30 – 7:30 PM Chapel	Parent/Student Meeting & Workshop Candidates and parents attend this meeting together. Information, sign-up sheets and hand-outs to be distributed
Sunday, October 25	10:30 Mass (Arrive by 10:15)	Confirmation Enrollment Liturgy Students meet in vestibule at 10:15 to sign Confirmation Enrollment Scroll and participate in Entrance Procession at Mass. Candidates will sit together and be presented to parish during Mass. Parents and Sponsors are encouraged to attend
Monday evenings: Oct. 19, 26, Nov. 2 Nov. 9, 16, 23, 30	6:30 – 7:30 PM (classrooms) 7:00 – 8:30	Confirmation Preparation Classes All Confirmation Candidates attend including RCS students. Fr. Francis Pompei will be our guest speaker on Nov. 2nd. Class time may change for this class only; actual time will be given as soon as possible
Sunday, December 6	9:30 Workshop 10:30 Mass	Confirmation Workshop & Mass with *Sponsor Candidate and Sponsor activities, followed by 10:30 Mass
Monday, Feb.22	6:30 PM (In Chapel)	Parent - Candidate Meeting – Parish Center Chapel Retreat and Confirmation information and details parents and candidates
Sunday, March 7	9:30 – 3:30 PM	Confirmation Retreat includes Liturgy with parents
Monday, March 8	6:30 PM	Youth Penance Service at St. Paul's
Monday, March 15 & 22	6:30 – 7:30 PM	Confirmation Interviews (sign up for day/time)
Monday, April 5	6:30 – 7:30 PM	Candidate Rehearsal
Monday, April 12	6:30 – 7:30 PM	*Rehearsal with Sponsor

Possible Date of Confirmation: Tuesday, April 13, Thursday, April 15 or Sunday, April 18

(The Bishops' Office assigns the date and time of Confirmation approximately six weeks beforehand. We will inform you of the date as soon as we hear when Confirmation will be.)

**If a Sponsor lives out of town and cannot be present for the sponsor workshop or rehearsal with sponsor, a parent must fill in.*

Important information on reverse →

Information for the Sacrament of Confirmation
Direct Preparation
(10th Grade or Above)



By the Sacrament of Confirmation, we are more fully connected to the Church and enriched with a special strength of God's gift of the Holy Spirit. High School Students who wish to deepen their knowledge and understanding of our Catholic Faith may register for the Confirmation Program. Students must be baptized, actively participating in both the liturgical and sacramental faith life of our Parish (that means attending Mass and receiving the Sacraments). Those who wish to enter the direct preparation component for the Sacrament of Confirmation must be in 10th grade or above and have completed at least one full year of High School Faith Formation classes or one full year of religion classes at a Catholic High School.

In addition to the classes, candidates are required to attend workshops and retreats and actively participate, individually and as a group, in service projects, in the church and in the community. **Parents and Sponsors** are asked to attend specified sessions and to be active in the preparation process. Candidates are required to participate in religious education classes at St. Paul's or religion class at RCS during the year of direct preparation for Confirmation.

Baptismal Certificate - The journey toward the celebration of the Sacrament of Confirmation began with your child's Baptism. If your child was **not** baptized here at St. Paul's, we will need a copy of his or her Baptismal Certificate. If your son or daughter was baptized here, we have the information on file. If you need to obtain a certificate, request it now, by calling the church where you were baptized. Please send it when you register or as soon as possible.

Confirmation Service Projects – Each candidate must complete some type of Christian service, at least one type of service on their own and one as a group working together. A **Christian Service Report Form** is to be completed for each project you work on, (a copy is included with your registration materials and/or available on St. Paul's website: www.stpaulsrome.com). Don't wait until the last minute to think about Christian Service. How and when have you served in the past? Have you been an altar server, or helped with a food drive, dinner or a church activity? Have you participated in the CROP Walk or been a bell-ringer for the Salvation Army? What are some new ways you would like to help others this year?

Group Service Projects – various ways and opportunities to serve – dates, times and locations to be announced
Individual Service Projects - candidates choose dates and times, ways and places to serve

Confirmation Sponsor – this person should be a confirmed Catholic and a good example of our faith. Think about who you will ask now, don't wait until the last minute. Your sponsor will be invited to attend the Confirmation Enrollment Liturgy in October and the Candidate/Sponsor workshop and Mass in December, as well as your Confirmation in the Spring. It is an honor to be chosen as a sponsor. Consider someone you can talk to about your Faith, about God and important life issues – not someone who will give you a nice gift. According to the diocesan guidelines, parents can not serve as sponsors – they have another role – that of Parent! Ask your sponsor for the correct spelling of his or her first and last name and print it legibly when you are asked for it.

Confirmation name – According to the Confirmation guidelines, the name you were given at baptism (your first or middle name) is the best Confirmation name because of its connection to the Sacrament of Baptism. If you wish to choose another name, it should be a recognized saint of the church. There are many web sites that give you information about the saints.

Letter to the Bishop - All Confirmation Candidates must write a letter to the Bishop requesting the Sacrament of Confirmation. In the letter you will include a description of the service projects you have been involved in. Keep a journal or a notebook so when it comes time to write the letter you will have the information available. You may also include your reason for choosing your Confirmation name. Many candidates write about why they chose their Sponsor in the letter to the Bishop.

Schedule of Classes, Workshops, etc on reverse →



Christian Service Project Report

Name: _____ Phone: _____

Description of Project: _____

Date the project began: _____

Date the project was completed: _____

Person(s) who were served by the project: _____

The number of hours spent on the project: _____

Personal reflections of the candidate: _____

I do hereby declare the completion of this project as part of my personal preparation for the coming of the Holy Spirit in the Sacrament of Confirmation.

Signed: _____
(Candidate)

I do hereby acknowledge this project was completed by the candidate.

Signed: _____
(Person served)

Comments of Person(s) served (optional): _____
