

St. Joseph the Worker Catholic Church
Ozark, Missouri

Parish School of Religion HANDBOOK



2023-2024

Parish School of Religion: Helping form “Intentional Disciples”

St. Joseph the Worker offers classes for students in kindergarten through 12th grades through a Parish School of Religion (PSR). The purpose of this program is to aid parents, the primary teachers of their children, in attaining the object of catechesis: communion with Christ.

What is “catechesis”? By definition, “catechesis” is an education of children, young people, and adults in the faith of the Church through the teaching of Christian doctrine in an organic and systematic way to form them into disciples of Christ. Those who perform the ministry of catechesis in the Church are called “catechists.”

Our catechists at St. Joseph the Worker are charged with six primary, interrelated tasks, each of which are necessary to form the Christian life of a disciple. Jesus applied each of these tasks when forming his disciples in the New Testament, and so we continue His work:

- To deepen the knowledge of the Faith;
- To provide a liturgical education that brings the faithful to full, conscious, and actual participation in the liturgy;
- To provide a moral formation that transmits Jesus’ teaching to the faithful in a way that leads to interior transformation;
- To teach people to pray in such a way that catechesis is permeated by a climate of prayer;
- To prepare the Christians to live in community;
- To prepare Christians to participate actively in the life and mission of the Church and foster a spirit of evangelization.

The Parish School of Religion hopes to authentically assist in empowering our children to live out their baptismal call to holiness – to become saints! The program emphasizes the necessity of the Sacraments, service, retreat, and other communal or personal devotional practices as a source of strength, guidance, and renewal in faith.

Loving Jesus, Serving Jesus, Sharing Jesus

St. Joseph the Worker Catholic Church shares in the mission and vision of the Diocese of Springfield-Cape Girardeau, under the pastoral direction of Bishop Edward Rice, successor to the Apostles. With the bishop, we continue the mission of Our Lord Jesus Christ of building the kingdom of God on earth while keeping our eyes raised to Heaven. Through the Parish School of Religion, we share in parents’ baptismal commitment to impart knowledge, good morals and Catholic values to their children.

Registration & Fees

All the students should be registered for Parish School of Religion prior to the start of the school year. The registration usually takes place in the month of August. The information will be placed in the parish bulletin and in the gathering space of the church. The fees for Parish School of Religion are \$30.00 per child or \$60.00 per family. No child shall be denied PSR enrollment

because of finances. A family that wants to arrange a payment plan should contact the Pastor or Coordinator of Religious Education.

Requirements

The family of the child registering for the Parish School of Religion must be registered members of St. Joseph the Worker Catholic Church. A copy of children's baptismal certificates should be provided if not already on file with the parish.

GENERAL DIRECTIVES

CLASS TIME Classes for the Parish School of Religion are held from 10:30am to 11:45am on Sundays. Students should report to their classroom on time. They should use the restroom or get a drink prior to the time class begins to be settled at the start of class. Parents or guardians should come to the classroom to retrieve their child at the end of classes.

CALENDAR Dates of classes and breaks, etc., are found in this handbook. Every effort will be made to notify families of changes via email, phone, or texting.

ABSENCES Each teacher is responsible to take roll call at the beginning of the class period. Teachers are asked to contact parents/guardians if a child has two or more consecutive absences and will notify the Coordinator of Religious Education and / or Pastor if necessary. Parents should assist the students in making up missed class work.

OFFICE The religious education office is in the parish's main office building. To make an appointment to contact our Coordinator of Religious Education (CRE) please contact the Parish Office or the CRE directly via email.

BOOKS AND SUPPLIES Students will have workbooks for use in the classroom. Students are expected to take care of their books to prevent excessive 'wear,' especially if a book is meant to be used for more than one school year. Shared cost of books and materials is included in the Parish School of Religion registration fee.

RESOURCES The parish subscribes to Formed.org which is a great resource for movies, audio books, studies and e-books. Please contact the Coordinator of Religious Education if you are looking for a particular resource.

PARENTS Whenever possible, our teachers are encouraged to involve parents in the parish-sponsored religious education classes. Parents are encouraged to ensure their child attends all PSR classes in addition to fulfilling their obligation to attend Sunday Mass (or preceding Vigil Mass). Parents are also asked to volunteer to assist in their child's/children's classroom one Sunday each semester.

HOMEWORK Students may receive assignments to complete in-between classes; this is assigned at the discretion of the teacher. Students at each grade level are to memorize in heart and mind certain prayers and basic tenets of the Faith, and parents are responsible for assisting

their children by praying with them and helping them to learn the prayers.

SAFETY Once students arrive to their classroom, they are not permitted to leave unless permission is given to do so by the teacher. Students that need to be dismissed early must be retrieved from the classroom by their parent or guardian.

MEDICAL ATTENTION No medication will be given/taken during class time and no medication shall be brought to the classroom unless prior arrangement has been made with parents and teacher. In case of accident, injury, or illness occurring on the parish campus in proximity to classes, the Coordinator of Religious Education and teacher shall contact the parents to determine proper response and action.

WEATHER In the case of inclement wintry weather (heavy snow, ice, etc.), classes will not be held.

Prayers and other ‘Faith Basics’ that should be committed to heart

KINDERGARTEN	Sign of the Cross, Our Father, Hail Mary, Glory Be, Prayer Before Meals
1st GRADE	All the above; and the Prayer After Meals, names of Pastor, Bishop, Pope
2nd GRADE	All the above; and Responses at Mass, Guardian Angel Prayer, Act of Contrition, Prayer to St. Michael
3rd GRADE	All the above; and the Apostles Creed, how to pray the Rosary, Mysteries of the Rosary, responses to the Bishops Blessing, Prayer for the Poor Souls in Purgatory, and spontaneous prayer
4th GRADE	All the above; and Hail Holy Queen, Angelus Prayer, Ten Commandments, Act of Faith
5th GRADE	All the above; and the Memorare, the Morning Offering, Act of Hope, list and briefly explain the 7 Sacraments
6th GRADE	All the above; and the Act of Charity, Four Last Things, The Way of the Cross, Prayer to the Holy Spirit
7th GRADE	All the above; Divine Praises, “sub tuum praesidium”, Seven gifts of the Holy Spirit
8th GRADE	All the above; Precepts of the Church, Holy Days of Obligation, Seven gifts of the Holy Spirit, Prayer for the Pope, Regina Coeli
HIGH SCHOOL	All of the above; 12 Apostles, the Beatitudes, Adoration & Benediction

Child Protection Policy

St. Joseph the Worker parish shares in the mission of the Church to care and protect all children from any form of abuse or neglect. All personnel and volunteers who are directly involved or in contact with children must undergo the relevant state and federal criminal background checks. They are also to receive Safe Environment / VIRTUS training to prevent, recognize, and appropriately report any form of child abuse. All catechists, as mandated reporters, are required to report situations of abuse or neglect to proper authorities.

Sexual harassment of/by students will not be tolerated and will be subject to disciplinary action. Any student found smoking, or in the possession of drugs, alcohol, tobacco or participating in any way in the use of drugs, alcohol, or tobacco while at any parish sponsored activity will be subject to disciplinary action. Any item viewed in the eyes of the catechist as having potential to cause bodily harm to individuals or damage to property will be confiscated. Inappropriate/offensive symbols, activities or language is not permitted.

Catechist List

Pastor

Rev. Fr. Timothy Tran	(417)581-6328	frtimothy@sjwozark.org
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Coordinator of Religious Education

Vanessa Coleman	(410)310-5838	vcoleman@sjwozark.org
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Catechists

Krysta Bauer (PreK/ K)	(417)416-4613	krysta@krystabauer.com
Melisa Thomas (1 st grade)	(417)343-3564	melisat@centurytel.net
Felicia Williams (1 st grade)	(913)634-8373	fandj.williams@gmail.com
James Long (2 nd grade) 1 st Communion	(417)582-3162	jamestinalong@gmail.com
Nancy Leary (2 nd grade) 1 st Communion	(816)356-5269	nelizabeth64133@yahoo.com
Jackie Wilkerson (3 rd Grade)	(785)236-0837	jackalyn.wilkerson@gmail.com
Megan Caputo (3 rd grade)	(417)824-1649	megan1caputo@gmail.com
Erin Deville (4 th grade)	(337) 288-6593	erin.deville@gmail.com
Mairini Gomez (5 th grade)	(417)527-0452	Montalvo.88@hotmail.com
Vanessa Coleman (6 th grade)	(410)310-5838	vcoleman@sjwozark.org
Kate Harris (7 th) Confirmation Prep	(417)207-2164	ktharris2008@yahoo.com

Alex Berta (8/ 9 th grades) Confirmation	(973)883-5217	berta.alex@gmail.com
Barry Reicher (8/9 th grades) Confirmation	(417)861-4396	blr715@gmail.com
Cathy Bonham (10/11/12 th grades) Post Confirmation	(417)315-0597	cathy@thebonhamgroup.net

2023-2024 Parish School of Religion Calendar

This calendar is subject to change. Please refer to the weekly parish bulletin for notices of calendar revisions.

2023		2024	
Semester 1		Semester 2	
August 27 th	PSR Orientation/ Registration Drive (Hall)	January 7 th	Regular Class
September 3 rd	NO PSR/ Labor Day	January 14 th	No PSR- MLK Jr. Day
September 10 th	NO PSR/ Parish Picnic	January 21 st	Regular Class
September 17 th	1 st Day of PSR	January 28 th	Regular class
September 24 th	Regular class	February 4 th	Regular class
October 1 st	Regular class	February 11 th	Regular class
October 8 th	Regular class	February 14 th	Ash Wednesday
October 15 th	Regular class	February 18 th	No PSR/ President's Day
October 22 nd	Regular class (Virtus Lesson)	February 25 th	Regular class (Virtus Lesson)
October 29 th	No PSR	March 3 rd	Regular class
November 5 th	Regular class	March 10 th	No PSR - Spring Break
November 12 th	Regular class	March 17 th	No PSR - Spring Break
November 19 th	Regular class	March 24 th	Regular Class (ARK Testing) Palm Sunday
November 26 th	No PSR - Thanksgiving Break	March 31 st	No PSR/ Easter
December 3 rd	Regular class	April 7 th	Regular class
December 9 th	NET Retreat Confirmation Students	April 14 th	Regular class
December 10 th	Regular class	April 21 st	Regular class
December 17 th	Regular class	April 28 th	Regular class
December 24 th	No PSR – Christmas Break	May 3 rd to May 4 th	Confirmation Class Retreat @ the Vietnamese Martyrs Center Carthage, MO
December 31 st	No PSR – Christmas Break	May 5 th	1 st Communion/ No Regular Class

		May 12 th	No class- Mother's Day
		May 15 th	Confirmation
		May 19 th	Last Day of PSR

Parish Breakfast

For Parents: Living as “Domestic Church”

“...in a world often alien and even hostile to faith, believing families are of primary importance as centers of living, radiant faith. For this reason, the Second Vatican Council, using an ancient expression, calls the family the *Ecclesia domestica* (“Domestic Church’). It is in the bosom of the family that parents are ‘by word and example...the first heralds of the faith with regard to their children.”

Catechism of the Catholic Church, paragraph 1656

When parents present their children for baptism, they are taking an initial step in fulfilling their role as nurturers of the life that God has entrusted to them (CCC 1251). During the baptismal ceremony, parents accept the responsibility to teach their children the Faith and to bring them up to keep God’s Commandments. The father and mother retain that role as primary educators even if they enroll their children in a Parish School of Religion, which then serves only to *assist* with the formation and instruction of each child.

Every Catholic home should be considered a “little image” of the Church, with the Father as the head, Mother as the cherished spouse (both equal before God in dignity and, always, treating each other equally in charity), and with the children brought up learning how to know, love, and serve God. The true head of the Catholic home is Jesus, just as He is Head of the Church. The constant awareness of Christ’s Kingship, with the family’s week centered on the Mass and day centered on prayer, is key. It is highly encouraged that visible reminders of the Faith be present in the home, such as plaques with Scripture verses, pictures of saints, etc.

PRAYER Children should be taught to pray formulated prayers (see Appendix 3) as well as encouraged to pray in their own words.

HOLY WATER Prayer can be further encouraged by placing a Holy Water bottle or font near your front door and in each child’s room. They should be taught what Holy Water is, what using it signifies, and how to use it. Parents can bless their children with it, signing them on their foreheads at the start and end of the day.

CRUCIFIXES Every Catholic home should have a crucifix in a prominent location, and it is appropriate to have one in every room, especially in each bedroom (crucifixes should be blessed by a priest).

FOCAL POINT OF THE HOME As soon as Catholics move into a new home, they should ask a priest to bless it. Consecrating the home to the Sacred Heart of Jesus and ‘enthroning’ an image of the Sacred Heart is a traditional practice that helps keep a family mindful of Christ being the Head of the House.

HOME ALTAR The center, or focal point, of the Catholic home should never be a television! Does your family have a ‘home altar,’ or place of prayer set aside? A ‘home altar,’ or ‘family altar,’ can be simple or elaborate, but beautiful, nonetheless. Basic items that might be placed on the altar include a crucifix, statues of Our Lady and the saints, icons, flowers, and candles. *The Little Oratory* by David Clayton and Leila Lawler has additional tips for ‘home altars’ and praying in the home.

LIBRARY A family’s library – or maybe a bookcase near a ‘home altar’ – could include the Liturgy of the Hours (‘Christian Prayer’ or ‘Shorter Christian Prayer’ are popular for families), a Bible, basic catechism texts, books on lives of the saints, and writings of the saints (St. Therese the Little Flower, St. Louis de Montfort, St. Teresa of Avila, St. Francis de Sales, St. John Paul II, etc.).
Sources: John Henry, stpeterslist.com; fisheaters.com

For Parents: Checklist

This is intended to be a check-up and a goal-oriented tool for growth.

- _____ 1. I pray daily for the grace necessary to be a good spouse and parent.
- _____ 2. Each morning, I offer my day to Jesus.
- _____ 3. Each night, I reflect on my day, examine my conscience, and resolve to do better the next day.
- _____ 4. I fulfill my obligation to attend Sunday Mass (or Saturday Vigil Mass) each week.
- _____ 5. I fulfill my obligation to attend Mass on Holy Days of Obligation.
- _____ 6. I go to Confession on a regular basis (at least once a month).
- _____ 7. I regularly read at least one good religious periodical (i.e. – The Mirror).
- _____ 8. I am so convinced of my Faith that I want to tell others about it.
- _____ 9. I seek opportunities to deepen my knowledge of the Faith (through Bible studies, online Catholic courses, reading Catholic books, etc.)

- ____ 10. I spend at least 15-30 minutes each day in personal prayer (Rosary, etc.).
- ____ 11. I read the parish bulletin to 'keep up' with the life of my parish community.
- ____ 12. I bless my children each night before they go to bed and pray for them daily.



APPENDIX 1: Liturgical Seasons

Family altars, like the rest of the home, can be decorated according to the liturgical season, changing tablecloths, sacred images, and flowers according to that season's liturgical colors and themes. Planning for classroom décor can be approached similarly.

Consider buying a mini easel to display small pictures, or some decorative place card holders, and then buy an assortment of Holy Cards to place on them according to liturgical season or Feast. For example, on the Feast of St. Nicholas, a Holy Card bearing his likeness can be set out; on Good Friday, a card depicting the Crucifixion; on Name Days, depictions of their patrons can be placed on it, etc.

The seasons' colors and some appropriate symbols for them are:

Advent	Purple	Advent candles; Advent wreath; empty crib
Christmastide	White	Star; manger, candles; bells; Mother and Child; angels. Christmas candle; holly; ivy; Christmas rose; poinsettia; wreath; Christmas tree; mistletoe; cardinals; robins
Time after Epiphany	Green	Water and wine of miracle at Cana; fish and loaves; Scallop Shell
Lent	Purple	Cross; crown of thorns; nails; Chalice; Host
Eastertide	White	Empty Tomb; egg; lamb; the Paschal candle; bells; butterfly
Time after Pentecost	Green	Church; Peter's Keys; crown symbolizing Christ's Kingship

APPENDIX 2: Mass Etiquette (to avoid 'mass confusion')

including texts from the General Instruction of the Roman Missal (GIRM) and Diocesan Liturgical Norms (DLN)

ATTIRE Dress of the faithful should be appropriate and modest, and should reflect the reverence due to God and the act of divine worship (DLN 2). Mass is not just 'another thing we do' or the church 'another place we go,' and our dress should reflect the fact that we are conscious of our own physical and spiritual dignity, that we do not desire to distract others or draw undue attention to ourselves. Our attention should be on *the Word made Flesh*.

ARRIVAL Try to arrive 10-15 minutes before Mass begins. This helps to reduce distractions and provides time to get settled. Chewing gum or mints breaks the one-hour fast that is required before reception of Communion. Water and medicine are all that is permitted within the one-hour fast period.

ENTERING THE CHURCH It is appropriate to dip your fingers or hand into a holy water font upon entering the church, and then making the Sign of the Cross with same hand to recall your baptism. As a sign of reverence for the Blessed Sacrament, it is appropriate to genuflect toward the tabernacle upon entering the church or before entering your pew and taking your seat before Mass begins.

QUIET TIME It is important to maintain a spirit of prayer and quiet in our churches, especially immediately before and after the celebration of Mass. Devotions such as the Rosary are

encouraged; if these are prayed publicly in churches, care must be taken that they not intrude upon or replace the times for quiet recollection and prayer, and should be scheduled before or after these times (DLN 3).

KNEELING To show respect for the Eucharist, we should kneel without slouching and try to avoid leaning back on the pew. If you are ill or unable to kneel, it is appropriate to sit.

OUR FATHER The *GIRM* does not indicate a posture for the Our Father other than standing. The principal celebrant and concelebrants are to extend their hands in the 'orans' position during the Our Father. The faithful are not to be invited or forced to join hands during the Our Father; many do not wish to join hands and can feel uncomfortable when this is suggested. Individuals and families may wish to join hands voluntarily (DLN 24).

SIGN OF PEACE The Sign of Peace is not a casual greeting or an occasion to enter into a brief conversation, but a sign of the communion that should exist among those who are about to share in the sacrament of unity that is the Holy Eucharist. The Sign of Peace should be brief and should be offered "only to those who are nearest and in a sober manner" (*GIRM*, 82). The priest is not to leave the sanctuary at this time, unless necessary due to particular circumstances (DLN 25).

COMMUNION For those planning to receive Holy Communion, enter the procession reverently and maintain that reverence through bowing the head prior to receiving Our Lord in the Host and/or Precious Blood. If someone has gum or candy in their mouth, they should not receive Communion since they have not made the Eucharistic fast. For those not planning to receive Holy Communion, it is appropriate to remain in your seat and to pray silently with the community.

LEAVING THE CHURCH The liturgy concludes with the final blessing. In many places it has become custom to sing a hymn as the priest and servers process out of the sanctuary. Once the 'exit procession' has concluded, it is an appropriate and traditional practice to kneel or sit and offer several minutes of prayer in thanksgiving. Genuflect toward the tabernacle before or after leaving the pew and please keep observe a 'spirit of quiet' to not disturb those who may pray for a longer period.

APPENDIX 3: Prayers

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

Our Father

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

Hail Mary, full of grace. The Lord is with thee. Blessed art thou amongst women, and blessed is the fruit of thy womb, Jesus. Holy Mary, Mother of God, pray for us sinners, now and at the hour of our death. Amen.

Glory Be

Glory be to the Father, and to the Son, and to the Holy Spirit. As it was in the beginning, is now, and ever shall be, world without end. Amen.

Prayer before Meals

Bless us O Lord, and these Thy gifts, which we are about to receive, from Thy bounty, through Christ, our Lord. Amen.

Prayer after Meals

We give Thee thanks for all Thy benefits, Almighty God, who lives and reigns forever and ever. Amen.

An "Act of Contrition"

"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. Amen"

Guardian Angel Prayer

Angel of God, my guardian dear to whom God's love commits me here;
ever this day be at my side, to light and guard, to rule and guide.
Amen.

Apostle's Creed

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; on the third day He arose 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.

Prayer for the Poor Souls in Purgatory

Eternal rest grant to them, O Lord, and let perpetual light shine upon them. May the souls of the faithfully departed, through the mercy of God, rest in peace. Amen

Mysteries of the Rosary

The Joyful Mysteries

- The Annunciation
- The Visitations
- The Birth of our Lord
- The Presentation in the Temple
- The Finding of the Child Jesus in the Temple

The Sorrowful Mysteries

- The Agony in the Garden
- The Scourging at the Pillar
- The crowning of Thorns
- The Carrying of the Cross
- The Crucifixion

The Luminous Mysteries

- The Baptism in the Jordan
- The Miricle at the Wedding at Cana
- The Proclamation of the Kingdom of God and the call to Conversion
- The Transfiguration

- The Institution of the Holy Eucharist

The Glorious Mysteries

- The Resurrection
- The Ascension
- The Descent of the Holy Spirit
- The Assumption
- The Crowning of the Blessed Virgin Mary

Responses to the Bishop's Blessing

Bishop: The Lord be with you.

People: And with your spirit.

Bishop: Blessed be the name of the Lord.

People: Now and forever.

Bishop: Our help is in the name of the Lord.

People: Who made heaven and earth.

Bishop: May almighty God bless you, + the Father, + and the Son, + and the Holy Spirit.

People: Amen.

Hail Holy Queen

Hail, Holy Queen, Mother of Mercy; our life, our sweetness, and our hope! To thee do we cry, poor banished children of Eve! To thee do we send up our sighs, mourning and weeping in this valley of tears! Turn, then, most gracious Advocate, thine eyes of mercy toward us; and, after this, our exile, show unto us the blessed fruit of thy womb, Jesus! O clement, O loving, O sweet Virgin Mary. Pray for us, O holy Mother of God, that we may be made worthy of the promises of Christ.

The Angelus

V: The Angel of the Lord declared unto Mary

R: and she conceived by the Holy Spirit.

"Hail Mary ..."

V: Behold the handmaid of the Lord.

R: Be it done unto me according to Thy word.

"Hail Mary ..."

V: And the Word was made flesh

R: And dwelt among us.

"Hail Mary ..."

V: Pray for us, O holy Mother of God,

R: That we may be made worthy of the promises of Christ.

Let us pray.

Pour forth; we beseech Thee, O Lord, Thy grace into our hearts, that we to whom the Incarnation of Christ, Thy Son, was made known by the message of an Angel, may by His passion and cross be brought to the glory of His resurrection. Through the same Christ our Lord. Amen.

Act of Faith

O my God, I firmly believe that You are one God in three Divine Persons: Father, Son, and Holy Spirit. I believe that Your Divine Son became man, and died for our sins, and that He will come to judge the living and the dead. I believe these and all the truths which the Holy Catholic Church teaches, because You have revealed them, who can neither deceive nor be deceived. Amen.

Act of Hope

O my God, relying on Your almighty power and infinite mercy and promises, I hope to obtain pardon of all my sins, the help of Your grace, and life everlasting, through the merits of Jesus Christ, my Lord and Redeemer. Amen.

Act of Charity

O my God, I love You above all things, with my whole heart and soul, because You are all good and worthy of all my love. I love my neighbor as myself for love of You. I forgive all who have injured me, and I ask pardon of all whom I have injured. Amen.

Memorare

Remember, O most gracious Virgin Mary, that never was it known that anyone who fled to thy protection, implored thy help, or sought thine intercession was left unaided. Inspired with this confidence, I fly unto thee, O Virgin of virgins, my Mother. To thee do I come, before thee stand, sinful, and sorrowful. O Mother of the Word Incarnate, despise not my petitions, but in thy mercy hear and answer me. Amen.

Morning Offering

O Jesus, through the Immaculate Heart of Mary, I offer You my prayers, works, joys and sufferings of this day, in union with the Holy Sacrifice of the Mass throughout the world. I offer them for all the intentions of Your Sacred Heart: the salvation of souls, reparation for sins, and the reunion of all Christians. I offer them for the intentions of our Bishops and of all Apostles of Prayer, and in particular for those recommended by our Holy Father this month. Amen

The Way of the Cross

- Jesus is condemned to death
- Jesus bears His cross

- Jesus falls the first time
- Jesus meets His Mother
- Jesus is helped by Simon
- Veronica wipes the face of Jesus
- Jesus falls a second time
- Jesus speaks to the women
- Jesus falls a third time
- Jesus is stripped of His garments
- Jesus is nailed to the Cross
- Jesus dies on the cross
- Jesus is taken down from the cross
- Jesus is placed in the tomb

Prayer to the Holy Spirit

Come, Holy Spirit, fill the hearts of Your faithful, and kindle in them the fire of Your love. Send forth Your Spirit and they shall be created, and You shall renew the face of the earth. Let us pray. O God who did instruct the hearts of the faithful by the light of the Holy Spirit, grant that by the gift of that same Spirit, we may be truly wise and ever rejoice in His consolation. Through Christ our Lord. Amen.

“Sub tuum praesidium”

We fly to thy patronage, O holy Mother of God; despise not our petitions in our necessities, but deliver us always from all dangers, O glorious and blessed Virgin. Amen.

The Divine Praises

Blessed be God.

Blessed be His Holy Name.

Blessed be Jesus Christ, true God and true Man.

Blessed be the Name of Jesus.

Blessed be His most Sacred Heart.

Blessed be His most Precious Blood.

Blessed be Jesus in the most Holy Sacrament of the Altar.

Blessed be the Holy Spirit, the Paraclete.

Blessed be the great Mother of God, Mary most holy.

Blessed be her Holy and Immaculate Conception.

Blessed be her Glorious Assumption.

Blessed be the name of Mary, Virgin and Mother.

Blessed be St. Joseph, her most chaste spouse.

Blessed be God in His Angels and in His saints

Prayer to St. Michael

Saint Michael, the Archangel, defend us in battle; be our defense against the wickedness and

snares of the devil. May God rebuke him, we humbly pray; and do thou, O prince of the heavenly host, by the power of God, thrust into hell Satan and the other evil spirits who prowl about the world for the ruin of souls. Amen.

Regina Coeli

Queen of Heaven, rejoice! alleluia:

For He whom thou merited to bear, alleluia, Has risen, as He said, alleluia.

Pray for us to God, alleluia.

V: Rejoice and be glad, O Virgin Mary, alleluia. R: Because the Lord is truly risen, alleluia.

Let us pray. O God, who by the resurrection of your Son, our Lord Jesus Christ, granted joy to the whole world: grant, we beg You, that through the intercession of the Virgin Mary, His Mother, we may lay hold of the joys of eternal life. Through the same Christ our Lord. Amen.

Prayer for the Pope

Let us pray for our Sovereign Pontiff (N.)

The Lord preserve him and give him life, and make him blessed upon the earth, and deliver him not up to the will of his enemies. Amen.

APPENDIX 4: Basic Catholic Doctrines

The Two Great Commandments of Love

- You shall love the Lord your God with all your heart, with all your soul, and with all your mind.
- You shall love your neighbor as yourself.

Why God made us

God made us to know, love, and serve him in this life, and be happy with Him in Heaven. (CCC 1721)

The Decalogue (Ten Commandments)

- I am the Lord your God; you shall not have strange gods before Me.

- You shall not take the name of the Lord your God in vain.
- Keep holy the Lord's Day.
- Honor your father and your mother.
- You shall not kill.
- You shall not commit adultery.
- You shall not steal.
- You shall not bear false witness against your neighbor.
- You shall not covet your neighbor's wife.
- You shall not covet your neighbor's goods.

The Precepts of the Church

- You shall attend Mass on Sundays and on Holy Days of Obligation and rest from servile labor.
- You shall confess your sins at least once a year.
- You shall receive the Sacrament of the Eucharist at least during the Easter season.
- You shall observe the days of fasting and abstinence established by the Church.
- You shall help provide for the needs of the Church.

The Beatitudes (cf. Mt. 5: 3-12)

Blessed are the poor in spirit, for theirs is the kingdom of Heaven.

Blessed are they who mourn, for they will be comforted.

Blessed are the meek, for they will inherit the earth.

Blessed are they who hunger and thirst for righteousness, for they will be satisfied.

Blessed are the merciful, for they will be shown mercy.

Blessed are the pure of heart, for they will see God.

Blessed are the peacemakers, for they will be called children of God.

Blessed are those who are persecuted for righteousness' sake, for theirs is the kingdom of Heaven.

Blessed are you when people revile you and persecute you and utter all kinds of evil against you
falsely on my account. Rejoice and be glad, for your reward will be great in Heaven.

The Seven Sacraments

Baptism

Confirmation

Holy Eucharist

Penance

Anointing of the Sick

Holy Orders

Matrimony

The Three Theological Virtues

Faith, Hope, Charity

The Four Cardinal Virtues

Prudence
Justice
Temperance
Fortitude

The Seven Gifts of the Holy Spirit

Wisdom
Knowledge
Understanding
Counsel
Fortitude
Piety
Fear of the Lord

The Twelve Fruits of the Holy Spirit

Charity
Joy
Peace
Patience
Kindness
Goodness
Generosity
Gentleness
Faithfulness
Modesty
Self-Control
Chastity

The Seven Corporal Works of Mercy

Feed the hungry.
Give drink to the thirsty.
Clothe the naked.
Shelter the homeless.
Visit the sick.
Visit the imprisoned.
Bury the dead.

The Seven Spiritual Works of Mercy

Admonish sinners.
Instruct the ignorant.
Counsel the doubtful.
Comfort the afflicted.
Forgive offenses.

Bear wrongs patiently.

Pray for the living and the dead.

For Teachers: Assertive Discipline

SUGGESTED RULES FOR THE CLASSROOM:

- Begin with prayer!
- Raise your hand to speak.
- Do not interrupt others when they are speaking.
- Ask permission to leave your seat.
- Follow directions.
- Bad language is not allowed.
- Leaving class is not permitted except for an emergency.
- Be in your assigned seat when class begins.
- No food, candy, or gum shall be eaten during class without express permission of the teacher.
- Manners in the classroom are mandatory. Phrases such as “Please” and “Thank you” and “Excuse me” are highly encouraged and should be expected.
- Conclude with prayer!

Teachers are to inform parents and the Coordinator of Religious Education of any problems in the classroom with students. A parent-teacher-CRE conference may be arranged if disruptions become regular or serious.



For Teachers: Suggestions for Discipline

- Be prepared, confident, enthusiastic.
- Communicate in spoken and unspoken ways that you genuinely like each of your students and are interested in each one of them as an individual.
- Deal with the individual, but never have the entire class wait while you reprimand one student; arrange to see him or her later.
- Never punish the whole class.
- Handle mild forms of “horse play” as soon as they arise without treating them as serious. Repeated instances should not be ignored.
- Foresee and forestall problems. Pray about them as you prepare the lesson. Plan what you would do or say should they occur.
- Please be in the room before your students arrive, calm, friendly, present to them, to greet them and talk with them.
- Use seating arrangements as a means of avoiding wrong combinations of personalities as well as of encouraging participation.
- Develop marginal and long-range vision. You can see a lot out of the corners of your eyes.
- Be self-controlled. Try to not let difficult moments rattle you.
- Let the child know you accept him or her even though you cannot accept his or her behavior.
- Be consistent in following through on your directives. Be firm and fair.
- Never take a child’s behavior as something personal.
- Anticipate a period of “testing” by the students, especially with adolescents, and remain persistent through this time, knowing that the group will “open up” as soon as they have tested your sincerity.
- Be friendly but firm with a problem student. Be frank with him or her and try to discover the pressures or motives that may have caused the misbehavior. This should happen outside of class time. Try to see his or her side of the story, but don’t be taken in by a “line.”
- Always be mindful that there are reasons why a child may behave unacceptably. Try to reflect the love and goodness of God, as would a parent.
- Shun the slightest hint of favoritism. Avoid the tendency to be overfriendly with the students.
They do not need a ‘buddy.’ They need a caring mentor and witness of the Faith.
- Don’t force an apology. Don’t hold a grudge.
- Don’t ever say, “God will punish you” or threaten with “a visit to the priest.”
- Your availability before and after class could often be of benefit to students. This may be the ‘open door’ moment they need to discuss something on their mind.

For Teachers: Checklist

This is intended to be a check-up and a goal-oriented tool for growth.

- _____ 1. I seek opportunities to deepen my knowledge of Scripture, dogma, morals, and liturgy, especially through the parish and diocesan in-service opportunities.
- _____ 2. I read regularly at least one good religious periodical (i.e. – The Mirror).
- _____ 3. I regularly tell myself how important I am to the life of each person I encounter.
- _____ 4. I am so convinced of my Faith that I want to tell others about it.
- _____ 5. I am in my classroom ahead of my students to greet each of them as they arrive.
- _____ 6. I am prepared and ready before class time begins.
- _____ 7. I spend 1-3 hours preparing each week for my class.
- _____ 8. I call each student by name with a special tone of voice.
- _____ 9. I am polite, firm, and fair with all students, showing no favoritism.
- _____ 10. I keep in touch with absentees, showing concern and interest.
- _____ 11. I am cautious and consistent in the way I correct the students.
- _____ 12. I am especially aware of an unhappy student and a student in need of special care.
- _____ 13. I ensure that the students are comfortable and have sufficient lighting and ventilation.
- _____ 14. I encourage responses from all the students, even the quiet students.
- _____ 15. When I am wrong, I apologize to the students.
- _____ 16. I carefully read through materials and resources before each lesson.
- _____ 17. I make sure I have the attention of all my students.
- _____ 18. I allow sufficient time for students to share and reflect.
- _____ 19. I provide time for the students to share what it is they are going to do with their Faith.
- _____ 20. My questions are short, simple, and clear.
- _____ 21. I praise my students often.

- _____ 22. I reconstruct a question or response for students who show difficulties expressing themselves.
- _____ 23. I begin and end every class with formal or informal prayer.
- _____ 24. I dismiss my students at the end of class with care and reminders.
- _____ 25. I try to make myself available to the parents for questions or concerns.