



ST. CLARE PARISH SCHOOL OF RELIGION ELEMENTARY PARENT HANDBOOK SEPTEMBER 9, 2017

We welcome you to our Parish School of Religion! It is our goal to share with your children our Catholic faith, beliefs, prayers, as well as help them deepen their friendship with God that proves itself in love and service to others, especially with Jesus in the Eucharist in our liturgical thanksgiving celebration of Mass and Holy Communion. **We introduce your children to a lifelong process and ongoing relationship with God, and not a program that is passed through and eventually completed.** The year ahead holds many opportunities to continue this journey of faith. We as catechists are not just teachers of our Catholic faith and tradition but are also called to share our own ongoing faith journey in the discipleship of Christ. This sharing, echoing, of our faith is called *catechesis*.

The United States Conference of Catholic Bishops (USCCB) theme this year is **Living as Missionary Disciples**. **By virtue of our baptism, “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” (Pope Francis in *Evangelii Gaudium*, Joy of the Gospel, 119). Missionary disciples share their personal encounter with Jesus Christ and accompany each other in community to take that encounter into every area of life. **“The family is the fundamental cell of society, where we learn to live with others despite our differences and to belong to one another; it is also the place where parents pass on the faith to their children.”** (Pope Francis in *Evangelii Gaudium*, Joy of the Gospel, 66). What a grace-filled year of faith in which we have the opportunity and challenge to share with the children and families of our Saint Clare community!

Here at Saint Clare we are privileged to have an excellent and gifted staff of background checked, trained and certified volunteers. The people listed below are **wonderful individuals** who **volunteer their time** each week to help your children grow in their understanding of their Catholic faith. We hope that you will support and encourage these catechists in their ministry. Please pray for them and for your children throughout the year. Your children need people who care about them and are willing to take the time to train them in their faith. Don't let them down! We assure all parents of our prayers for YOU in your primary role as religious educators of your children. May Jesus' love and peace be in your hearts and homes and may the Holy Spirit guide you in this most important vocation!



ELEMENTARY PSR STAFF

- Grade 1 - Room 13 ~ Mrs. Mary Kay Jones
- Grade 2 - Room 11 ~ Mrs. Barbara Kingsbury
- Grade 3 - Room 9 ~ Miss Holly Piazza
- Grade 4 - Room 16 ~ Ms. Julie Wittreich
- Grade 5 – Room 5 ~ Mrs. Cris Chasser
- Grade 6 - Room 4 ~ Ms. Deb Riley

Teacher Aides: Grace Allen, Sophie Fatica, Annalise Gibbons, Monica Iammarino, Frannie Rhine, Allyson Rook, Katelyn Simpson,

Office Assistant: Amanda Ambrogio

Liturgy Assistants: Michelle Allen, Terri Marrie & Gina Parrotta



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where we learn to live with others despite our differences and to belong to one another;
it is also the place where parents pass on the faith to their children.”

Evangelii Gaudium (Joy of the Gospel) #66. Pope Francis. 11/24/13.

GENERAL POLICIES FOR ELEMENTARY PARISH SCHOOL OF RELIGION

- 1) **ATTENDANCE & ABSENCES** - It is extremely important that children attend PSR classes on a regular basis. **If your child will be absent, please call 440-449-4242 Ext. 119 or email lmascia.stclare@att.net with the child's name, class room teacher and reason for absence.** We realize that there will be times when children are ill or there is a family conflict or special occasion, but we ask that a child miss no more than 5 classes throughout the year. Children missing more than 5 classes without making up the material will be asked to repeat the year. This is the only way to ensure that the children are receiving the basics of their faith on each grade level. The teacher will inform you of the material your child needs to do to make-up for the missed class and ensure that they not fall behind in their religious studies. If a child will be missing a number of classes for any reason (extended illness, participation in a sport, etc.) the **parents must make arrangements with the particular teacher and in writing to the office to do work at home and make up the lessons missed** so that the child will be up to date when returning to class. These notes will be kept on file in the office. It is the parent's responsibility to contact the office or teacher. **If all work is kept up and completed properly in accordance with the teacher's requirements, then the child will not need to repeat the year.**
- 2) **CLASS TIME, DROP OFF & PICK UP** - **Classes begin promptly at 9:00am on Saturdays** and all children are expected to be in their classrooms by that time. Classes are concluded at 10:15am. **For their safety, no child will be allowed to leave the building except with their parent/guardian or authorized adult.**
- 3) **BOOKS & FOLDERS**- Each child receives their own books and folder. These are to be used at home throughout the week but **must be brought to each class.** **Please check both the books and the folder weekly for newsletters and notes.** If a child forgets their book repeatedly, the parents will be called and asked to bring the book to the child's classroom. It is extremely difficult for a child to follow a lesson without a book. If a book is lost at any time, a new one will have to be purchased.
- 4) **DISCIPLINE** - If a child is sent out of the classroom because of a discipline problem, the child will finish their lesson under office supervision and you will be called to inform you of the nature of the discipline problem. We then ask the parents to talk to the child about the problem when returning home from class that morning. If a child is sent out of the classroom a second time during the year, the child again completes the lesson in the office but this time when the parents are called, they are asked to come to the school after class to talk to the child's teacher.
- 5) **REPORT CARDS** -Simple evaluation records are sent home with the children three times a year **November 4th, January 27th, & March 24th.** This is not meant to be an evaluation of a child's faith, but merely a tool to find out a child's basic understanding of the doctrines taught in the classroom. **The first two report cards are to be signed by the parents and returned to the teacher the next class.**
- 6) **LITURGIES** -Parents and other family members are invited and encouraged to join these Eucharistic Celebrations of the Mass. **Mark your calendars to join us at 9:15am in the Church on October 21st and March 24th** to show your children the importance of community prayer.
- 7) **MASS ATTENDANCE** - As a Catholic community we believe in teaching our children that the centrality of our faith lies in the celebration of the Sacraments, particularly the Eucharist. We teach the children that as Catholics we have the privilege and responsibility to attend Mass each week. **THIS IS NOT AN OPTION.** Parents who have children enrolled in our PSR process are expected to show their children by example of **faithfully attending Mass each week.** Because we feel so strongly about this, the parish staff considers it an utmost priority. We hope that if you are choosing to send your child to PSR, you are serious about your responsibility to take your children to Mass each week.
- 8) **PRAYERS** - Because of limited class time, it is not possible for us to teach the children their prayers by memorization, therefore we ask you as parents and the primary religious educators of your children, to gradually teach them basic prayers. A list of prayers that your child should know by the conclusion of the year can be found in the back of their text book. In addition to memorizing a prayer, it is far more important that the child understand the meaning of the words they recite. As parents you are the primary catechist to share our faith with your children. **Please take time each day to pray with your child to help them develop a prayerful attitude and regular prayer habits;** such as morning prayers, grace at meals, bedtime prayers and blessings. This will teach them to look for and see God in the world around them.

9) **PARISH REGISTRATION** - Parents of children attending our PSR process must be registered in St. Clare Parish. If you are not registered, you will be contacted to complete a parish census form. If you wish to have your children attend our PSR process and are registered at another parish, we must have a letter of permission from the pastor of the parish in which you are presently registered in order for your children to attend classes here.

10) **TUITION** - The tuition for each child enrolled in PSR is as follows:

\$100 One Child

\$150 Two Children

\$200 Three Children or more children per family

\$150 per child for those not active, registered or participating members of St. Clare

Checks should be made payable to: St. Clare PSR. We ask that you pay the tuition within the first month of classes in order for us to pay our book and supply bills. Every child is welcome into PSR. If the tuition payment poses a hardship for you and you are not able to pay within the first month or would like to make other arrangements, contact Mrs. Mascia 440-449-4242 Ext. 119 or lmascia.stclare@att.net

11) **VISITATION** - Anyone wishing to visit a classroom can do so only by coming to the office in Room 22 and receiving permission from the Director of Faith Formation and Religious Education. We need to be aware at all times of persons who are in the building for safety of the children.

12) **ALL cell phones, hats & sport shoes with cleats and/or mud are to be off in the building.**



FAMILY ACTIVITIES

December 2nd, Advent Family Night ~ for families, friends & relatives ~ 5:30pm in the School Gym

RSVP: Mrs. Mascia, 440-449-4242 Ext.119 or lmascia.stclare@att.net



RITE OF CHRISTIAN INITIATION FOR ADULTS (RCIA)

Is God calling you to join the Catholic Church?

The Rite of Christian Initiation of Adults (RCIA) is the process of study, prayer and fellowship through which adults join or complete their initiation into the Catholic Church.

RCIA includes preparation for the Sacraments of Baptism, Confirmation & Eucharist at the Easter Vigil.

RCIA is right for you if you:

~ have never been baptized

~ are a baptized Protestant and would like to become Catholic

~ are a baptized Catholic but never received Holy Communion



RCIA meets twice a month on Mondays at 7pm in the Sister Lucy Center beginning Mon., Sept. 18th

Want to learn more? Contact Fr. Estabrook at 440-449-4242 ext107 or fr.kevin.estabrook@gmail.com

**We ask all students & their families to join us to take time to pray the following prayer.
Please consider making a commitment to pray throughout the year ahead:**

Family Prayer

***God and Father of us all, in Jesus, your Son and our Savior,
you have made us your sons and daughters in the family of the Church.***

***May your grace and love help our families in every part of the world
be united to one another in fidelity to the Gospel.***

***May the example of the Holy Family with the aid of your Holy Spirit,
guide all families, especially those most troubled,
to be homes of communion and prayer
and to always seek your truth and live in your love.***

Through Christ our Lord. Amen.

***Jesus, Mary and Joseph,
Pray for us!***

<http://www.worldmeeting2015.org/spirituality-center/prayers-devotions/>

