

**PARENTS' AND STUDENTS'
RELIGIOUS EDUCATION HANDBOOK
2017-2018**

Important Dates

Please mark your calendars with the important dates of the year as follows

Tuesday	September 12	Beginning of the Year Mass for Grades 1-4 at 4:10. Parents are invited to attend.
Sunday	September 17	Catechetical Sunday 9:45 Mass-Recognition and Blessing of all Catechists, Teachers and Staff
Monday	September 18	Second Grade Parent Meeting for Sacrament of Reconciliation. Parents choose a time either at 11:00 or 1:00 at this September meeting.
Tuesday	September 19	Beginning of the Year Mass for Grades 7-8 at 7:10. Parents are invited to attend.
Tuesday	September 26	Opening of the Year Mass for Grades 5-6 at 7:10 in Church
Monday	October 16	8 th Grade Parents' Confirmation Meeting from 7:00-8:30 in the Gym. At least one parent is required to attend
Saturday	October 21	Seventh Grade Retreat-9:00-12:00 in the Gym. This is a requirement for Confirmation.
Tuesday	October 24	Shortened Classes for REP Grade 5/6 For Catechists' Meeting. Dismissal at 8:15.
Saturday	October 28	8 th Grade Retreat 8:30-1:15 in the Gym. Prayer Service at 12:30 in the Gym. Dismissal will be after service at 1:15. This is a requirement for Confirmation.
Tuesday	October 31	REP Grades 1-4 No Classes. Catechists' Meeting
Tuesday	October 31	Shortened Classes for REP Grade 7-8 For Catechists' Meeting. Dismissal at 8:15.
Tuesday	November 5	REP Grade 5 Mock Baptism at 7:15 in Church
Thursday	November 9	Chastity Initiative Program from 7:00-9:00 in the Gym for 8 th grade parents and students. This is a requirement for Confirmation.
Saturday	November 11	Grade 2 Reception of Sacrament of Reconciliation 11:00 and 1:00
Tuesday	November 14	Confirmation Pink sheet Due
Tuesday	November 21	NO REP CLASSES - OLW School has Parent-Teacher Conferences.
Tuesday	December 5	Last Class for REP Grades 7-8 before Christmas. Prayer Service in Church at 7:10
Tuesday	December 12	Last Class for REP Grades 1-4 before Christmas. Prayer Service in Church at 4:10 for Grades 1-4
Tuesday	December 12	Last Class for REP Grades 5-6 before Christmas Prayer Service in Church at 7:10 for Grades 5-6
Tuesday	December 19 & 26	No REP CLASSES - CHRISTMAS VACATION
Sunday	December 24	Christmas Eve Mass at 2:00 with children's participation. An email inviting participation will be sent home early in December to all REP and School families
Tuesday	January 2	No REP CLASSES - CHRISTMAS VACATION
Tuesday	January 9	REP Classes resume for Grades 1-4 and grades 7-8. 8th Graders measured for Confirmation Gowns
Tuesday	January 16	Report Cards issued to Grades 1-4 Classes resume after Christmas for Grades 5-6. Report cards issued to Grade 5-6 students.
Monday	January 22	Second Grade Parents' First Communion Meeting - Gym-7:00-8:30.
Tuesday	January 23	Report Cards issued to Grades 7-8. 5 Hour Service Project Form due for Gr 7

CONTINUED ON BACK COVER

WELCOME

We welcome you to the Religious Education Program at Our Lady of the Wayside

Parish. This handbook has been designed to give information about the program, and its mission statement, goals, policies, and procedures. Our most important goal is the spiritual growth and development of the children entrusted to our care. The Religious Education Office is here to assist you in the faith formation of your children. The success of our program is largely dependent on our devoted and conscientious catechists and volunteers, as well as supportive and cooperative parents.

Please take the time to read through this handbook and keep it in an accessible place for easy reference.

REP Office: 847-398-5011

Email: repsecretary@olwparish.org

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HISTORY OF OUR LADY OF THE WAYSIDE

In the early days, the image of Our Lady of the Wayside was placed in a grotto facing one of the streets of Rome and was moved frequently from one place to another.

The image is frescoed on a piece of stone taken from an ancient Roman edifice. The figure is of Latin type, and probably belongs to the fifth century. Its style closely follows that of the earliest frescoes found in the catacombs.

Tradition says that the Roman people erected a temple to honor Our Lady of the Wayside shortly after **the condemnation of Nestorius, the blasphemer of Mary's Divine Maternity, in 425 A.D. In the twelfth century**, an important Roman family built a Church to house the beloved and famous picture.

Those images of the Virgin particularly esteemed by some saint have been honored with a singular popular devotion. Mary has been pleased to respond with abundant proofs of her maternal care and love. This picture was especially dear to many saints, for example, St. Ignatius of Loyola was so attached to it that he requested it be transported to the first Church given to his Order. Eventually, both picture and Church were assigned to the Saint, and in the shadow of this miraculous image he laid the foundations of his Order.

Under the inspiration of St. Francis Borgia, a new Church was built to honor the Madonna and her Divine Son. This magnificent temple, erected in 1568 by Alexander Cardinal Farnese, was named the Church of Jesus and is one of the most splendid edifices in Rome. The image was transferred to a chapel in this new Church in 1575.

From then on, all classes of people have had recourse to the Queen under the title of Our Lady of the Wayside, and she dispensed her favors most generously to those who thus have sought her aid. It is of interest that the May devotions to Mary, now popular throughout the Church, had their origin before this shrine in 1815.

Copies of this image have been carried to distant lands. In Germany, France, Ireland, Scotland, England, and America, shrines have risen to honor Our Lady of the Wayside.

In 1638, the Vatican Chapter, after proper investigation, solemnly crowned the Mother and Child in recognition of the ancient veneration paid to the image and of the abundance of graces granted at this shrine.

In 1865, The Vatican Chapter replaced the former crowns, which were disfigured in the ravages at the end of the previous century. Instead, the Vatican chapter placed an imperial crown on the Child and a royal crown on the Mother. These crowns, of exquisite workmanship, are of pure gold and studded with precious jewels. Today they adorn the picture in the Church of Jesus in Rome.

The image in Our Lady of the Wayside Church of Arlington Heights was made in Rome, in October 1953, by a distinguished Roman artist. While the likeness was being made, the artist worked undisturbed and in close proximity to the original. The figures of the Virgin and Child appear as they must have been seen by the Christians in the streets of Rome in the early part of the fifth century, and by St. Francis Xavier and St. Ignatius in the sixteenth century.

RELIGIOUS EDUCATION STAFF

The Religious Education Staff of Our Lady of the Wayside:

Father Ed Fialkowski, Pastor
Father Louis Golomari, Associate Pastor
Father Dan Brady, Retired Priest and Resident

Sister Joan Shields, S.N.D. deN. Director of Religious Education
for Grade 1 through Grade 4, and Vacation Bible School

Sister Adrienne Weseman, S.N.D.deN. Director of Religious Education
for Grades 5-8

Louise Dickey, Religious Education Secretary

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Staff members may be reached by calling the Religious Education Office, 847/398-5011, 847/398-5043 or the Rectory Office, 847/253-5353. If we are unavailable to take your call, you may leave a message on our voice mail: Sister Joan, Ext. 246; Sister Adrienne, Ext. 256; Louise Dickey, Ext. 247; Youth Minister, Ext. 241. Email addresses are as follows:
repsecretary@olwparish.org **or** dre@olwparish.org

Religious Education Board

Kim Brennan	Janel Mallek, Co-Secretary
Elizabeth Brommelsiek, Co-Secretary	Mark McGrath
Susan Farrell, Co-Chairperson	Sister Joan Shields, S.N.D.deN.
Father Ed Fialkowski, Pastor	Meghan Tiedge
Tracy Groark, Vice-Chair	Sister Adrienne Weseman, S.N.D.deN
Mary Jo Kraft, Co-Chairperson; Parish Council Liaison	

Religious Education Mission Statement

We at Our Lady of the Wayside are called to follow Jesus, as we teach, serve, pray, and witness Him in our lives.

RELIGIOUS EDUCATION GOALS

Ministry of the Word

- 1) To teach the Gospel of Jesus within the Catholic tradition.
- 2) To encourage individual commitment to spiritual growth from Pre-school through Youth Program.
- 3) To teach the children to better know and grow in their relationship with God as Father, Son, and Holy Spirit.

Ministry of Worship

- 1) To develop and support both the personal and communal prayer life of the families in the Religious Education Program.
- 2) To have communal liturgies and prayer services for the children and encourage participation in the parish.

Ministry of Service

- 1) To follow the example of Jesus in serving others by encouraging special service projects.
- 2) To assist families in helping them realize the importance of their role as they raise their children in the Catholic Christian tradition.

Ministry of Witness

- 1) To respond to others in caring and loving ways.
- 2) To demonstrate respect for God and for all of creation.
- 3) To encourage parents to take an active role in setting the example for giving Christian witness.

**OUR LADY OF THE WAYSIDE RELIGIOUS EDUCATION PROGRAM
2017-2018**

August

- 1 Grade 2 Level Meeting-Faculty Lounge-Elementary School 7:00-9:00 Grade 5 Level Meeting-Middle School- Room 11 Lounge-7:00-9:00
- 3 Grade 3 Level Meeting- Elementary School Faculty Lounge-7:00-9:00. Grade 8 Level Meeting- Room 11 -7:00-9:00
- 8 Grade 4 Level Meeting- Elementary School Faculty Lounge-7:00-9:00. Grade 7 Level Meeting - Room 11 7:00-9:00
- 10 Grade 1 Level Meeting- Elementary School Faculty Lounge-7:00-9:00. Grade 6 Level Meeting-Room 11 7:00-9:00

September

4 Labor Day—National Holiday

- 5 First Day of Class-Grades 1-4-Open House 4:00-4:35. Children will receive Mass Preparation instruction from their Catechist. Dismissal at 5:15 from class.
- 5 First Class-Grades 7-8-Open House 6:30-7:00. Catechists bring their students at 7:10 to Church for Mass practice and preparation for Opening of Year Mass followed by class until 8:30
- 11 Practice for REP Gr 3-4 Participants for Beginning of Year Mass 4:00 in Church
- 12 Class Grades 1-4 4:00-5:15. Beginning of the Year Mass for Grades 1-4 at 4:10 in Church. Parents are invited to attend.
- 12 Class Grades 5-6 7:00-8:30. First Class-Grades 5-6-Open House 6:30-7:00. Catechists bring their students at 7:10 to Church for Mass practice and preparation for Opening of Year Mass. Dismissal at 8:30. Grade 6 students receive their Bible after a short prayer service and blessing of Bibles.
- 17 Catechetical Sunday-Recognition of Catechists and Teachers 9:45 Mass**
- 18 Practice for REP Gr 7 & 8 Participants for Beginning of Year Mass 3:30 in Church
- 18 Second Grade Parent Meeting for First Reconciliation 7:00-8:30-Fr. Mackin Center**
- 19 Class Grades 1-4— 4:00-5:15. Prepare third grade for Sacrament of Reconciliation Priest talks to second graders about Sacrament of Reconciliation
- 19 Class-Grades 7-8-7:00-8:30-Beginning of Year Mass in Church at 7:10.
- 25 Practice for REP Gr 5-6 Participants for Beginning of Year Mass 4:00 in Church
- 26 Class-Grades 1-4-4:00-5:15-Elementary School. Grade 3 Sacrament of Reconciliation
- 26 Class-Grades 5-6-7:00-8:30. Beginning of the Year Mass at 7:10.

October

- 3 Class Grades 1-4 4:00-5:15 Elementary School. Fire Drill in beginning of Class. Practice times scheduled for Grade 2 Reconciliation after the Fire Drill.
- 3 Class Grades 7-8 7:00-8:30 Fire Drill at the beginning of Class. Grade 7 begin collection for Little Sisters of the Poor
- 10 Class Grades 1-4 4:00-5:15 Practice times scheduled for Grade 2 Reconciliation. Priest talks with fourth graders about the rosary.
- 10 Class Grade 5-6 7:00-8:30 Fire Drill at beginning of class. Prepare 6th graders for Reconciliation. Grade 6 begins their collection for the Little Sisters of the Poor.
- 16 Sacrament of Confirmation Parent Meeting 7:00-9:00 in Father Mackin Center Gym**

October

- 17 Class Grades 1-4 4:00-5:15 Second grade practice for Reconciliation in church per scheduled times.
- 17 Class Grades 7-8 7:00-8:30 Grade 7 students begin collection for the Little Sisters of the Poor First Homily Evaluation due
- 21 Grade 7 Retreat, Mackin Center Gym, 9:00-12:00. Presenter Mr. Sean Norris, Youth Minister**
- 24 Class Grades 1-4 4:00-5:15 Second grade practice for Reconciliation in church per scheduled times.
- 24** Class Grades 5-6 7:00-8:30 Grade 6 students receive the Sacrament of Reconciliation. Grade 6 students collect food items for the Little Sisters of the Poor. Grade 5 Catechists hand in information about Mock Baptism. **Students have shortened class due to a Catechists' Meeting. Dismissal at 8:15**
- 27 Practice at 4:00 for Mass on November 1 with participants in grades 3 & 4
- 28 Confirmation Retreat 8:30-1:15 in Mackin Center. Confirmation Requirement**
- 31 NO CLASS for Grades 1-4 Catechists' Meeting is in Elementary School Library from 4:00-5:15.**
- 31 Class for Grades 7-8 7:00-8:15 Grade 7 students collect food items for the Little Sisters of the Poor. Prepare Grade 7 students for Sacrament of Reconciliation. **Students have shortened class due to a Catechists' Meeting. Dismissal at 8:15**

November

- 7 Class Grades 1-4 4:00-5:15. Grade 2 has Reconciliation practice
Class Grades 5-6 7:00-8:15 Grades 5-6 Mock Baptism in church 7:15
- 11 First Reconciliation 11:00 and 1:00 for Second Grade Students**
- 14 Class Grades 1-4
- 14 Class Grades 7-8 7:00-8:30 Grade 7 receives Sacrament of Reconciliation at 7:10. Grade 7 students turn in second Homily Evaluation. Grade 7 final collection for Little Sisters of the Poor
- 21 No Classes for Grades 1-8 Parent Teacher Conferences for OLW School**
- 28 Class Grades 1-4 4:00-5:15
Class Grades 5-6 7:00-8:30
- 30 Practice with REP Grade 7-8 participants at 3:30 for Advent/Christmas Prayer Service

December

- 4 Practice with REP 3 & 4 participants at 4:00 for Advent/ Christmas Prayer Service
- 5 Class Grades 1-4 4:00-5:15. Advent/Christmas Prayer Service in Church at 4:10
- 5 LAST Class for Grades 7-8 Advent/Christmas Prayer Service in Church at 7:10**
- 11 Practice with REP 5-6 participants at 4:00 for Advent/ Christmas Prayer Service
- 12 LAST Class for Grades 1-4**
- 12 LAST Class for Grades 5-6 Advent/Christmas Prayer Service in Church at 7:10**
- 18 Practice at 4:00 in Church with volunteers for 2:00 Christmas Eve Mass
- 19 Practice at 4:00 in Church with volunteers for 2:00 Christmas Eve Mass

19 NO CLASS-Christmas Vacation

26 NO CLASS Christmas Vacation

January

2 NO CLASS Christmas Vacation

9 Class-Grades 1-4-4:00-5: 15-Elementary School.

9 **Class-Grades 7-8-7:00-8:30-Elementary and Middle School-Grade 8 students will be measured for Confirmation Gowns.**

16 Class-Grades 1-4-4:00-5:15-Elementary School-Report Cards Distributed. Prepare Grade 4 for Sacrament of Reconciliation. First Communion song practice in Church at 4:10.

16 Class-Grades 5-6-7:00-8:30 Report cards Distributed. Prepare Grade 5 for Reconciliation

23 Class-Grades 1-4-4:00-5: 15 - Elementary School-Report Cards. Report cards returned with a parent signature. Grade 4 reception of Sacrament of Reconciliation

23 Class-Grades 7-8-7:00-8:30- -Distribute Report Cards. Grade 7 students turn in their 5 hour service project and their third homily evaluation. Grade 8 students will participate in a game of Jeopardy in Gym to prepare for Confirmation Test. **8th graders should turn in Bishop's Letter, Saint's paper, service log sheet and Confirmation Ribbon.**

30 Class-Grades 1-4-4:00-5: 15-- Grade 2 has First Communion song practice in Gathering Space. Grade 3 students have Mass practice in Church.

30 Class-Grades 5-6 7:00-8:30- Report Cards Returned. Grade 5 has Reception of Sacrament Reconciliation

31 Confirmation Light Service practice in Church at 4:00 for 8th Grade Participants

February

1 Confirmation Light Service 7:00-8:00 in Church for Confirmandi, Parents and Sponsors

6 Grades 1-4-4:00-5:15-Elementary School. 3rd Grade students prepare for their Mass. Grade 2 Catechist check Joy, Joy, the Mass pp 4-11.

6 Grade-7-8 7:00-8:30-Elementary School. Grade 8 Written Confirmation Test. Prepare Grade 8 for Reception of Sacrament of Reconciliation. Father Louis talks with 7th graders about the Sacrament of Holy Orders

12 Ash Wednesday Prayer Service Practice at 4:00 in Church

13 Class-Grades 1-4-4:00-5:15-Elementary School. Third Grade Mass. At 4:15

13 REP Social Event in Gym for Families

13 Class-Grades 5-6-7:00-8:30 Elementary and Middle School. Grade 8 make-up test for Confirmation.

14 Ash Wednesday Prayer Service in Church at 4:00

18 Second Grade Retreat-Second Graders and Parents-Gym 2:00-4:00

February

20 Class-Grades 1-4-4:00-5:15 Elementary School. First Communion Song Practice at 4:10 in Church. Catechists check Joy, Joy the Mass, pp 12-20
Class Grades 7-8 7:00-8:30 Grade 8 students receive Sacrament of Reconciliation. When 8th graders return to class they will receive their Confirmation gowns and tickets. Grade 7 student turn in their 4th Homily evaluation.

22 Catechists' Dinner Planning Meeting 6:30-Parish Center (3 rooms second floor)

26 Confirmation Practice 10:00 Mass Confirmandi Only 6:30-8:00 (K-Z)

27 Class-Grades 1- 4:00-5: 15– Grade 2 has First communion song practice in Church

27 Grades 5-6 Class 7:00-8:30

March

1 Confirmation Practice 2:00 Mass Confirmandi Only 6:30-8:00 (A-J)

5 Confirmation Practice 10:00 Mass Confirmandi, Parents, and Sponsors 7:00-8:30 (K-Z)

6 Class-Grades 1-4 4:00-5: 15. Priest gives an explanation of the Sacred Vessels to second graders. **First Communion Banners Due.** Catechists check Joy, Joy the Mass, pp 21-28

6 Class Grades 7-8 7:00-8:30 Grade 8 Stations of the Cross in Church at 7:10

8 Confirmation Practice 2:00 Mass (A-J) Confirmandi, Parents and Sponsors 7:00-8:30

10 Confirmation 10:00 and 2:00 administered by Bishop Alberto Rojas

13 Class-Grades 1-4-4:00-5: 15 Grade 2 First Communion practice in Church.

Class Grades 5-6 7:00-8:30 Grade 6 has Torah Presentation in Gym

19 Practice at 4:00 in Church for Grades 3-4 students who have participation in the Stations of the Cross

20 Class-Grades 1-4-4:00-5: 15 Stations of the Cross in Church at 4:10. First Communion practice after Stations

20 Class Grades 7-8 7:00-8:30

26 Spring Break-NO CLASS

April

1 Easter Sunday

3 Class-Grades 1-4 4:00-5: 15 First Communion song practice. Sister Joan and Sister Adrienne talk to second graders about the Eucharist

3 Class-Grades 5-6-7:00-8:30

5 Practice with Grade 7 for End of Year Prayer Service at 3:30 in Church

9 Practice with Grades 3-4 participants for End of the Year Prayer Service at 4:00

10 Class-Grades 1-4-4:00 - 5:15-Elementary School. End of the Year Prayer Service at 4:10. Grade 2 Practice for First Communion after End of Year Service

10 Last Class-Grades 7-8 -7:00-8:30-Elementary and Middle School End-of-the-Year Prayer Service- 7:10 in Church; Distribution of Report Cards and Perfect Attendance and One-Absence Certificates

16 Practice with Grade 5-6 participants for End of Year Prayer Service at 4:00 in Church

April

- 17 **Last Class Grades 1-4-4:00-5:15-Elementary School-Distribution of Report Cards and Attendance Certificates
Last Class-Grades 5-6 -7:00-8:30-Elementary and Middle School-End-of-the-Year Prayer Service in Church-7:10. Distribution of Report Cards and Attendance Certificates**
- 23 **Practice for First Communion (Children Only) 4:00-5:30 in Church for April 28-10:30 Mass**
- 24 **Practice for First Communion (Children Only) 4:00-5:30 in Church for April 28 1:00 Mass.**
- 25 **Practice for First Communion (Parents and Children) 4:00-5:30 in Church for April 28 10:30 Mass**
- 26 **Practice for First Communion (Parents and Children) 4:00-5:30 in Church for April 28– 1:00 Mass**
- 28 **First Communion Masses-10:30 and 1:00**
- 30 **Practice for First Communion (Children Only) 4:00-5:30 in Church for May 5 10:30 Mass**

May

- 3 **Practice for First Communion (Parents and Children) 4:00-5:30 in Church for May 6 10:30 Mass**
- 5 **First Communion Mass-10:30**

June

- 18-22 Vacation Bible School-PK 4- Grade 5-9:00-12:00-Fr. Mackin Center and Middle School Rooms, corridors, and Rectory Meeting Rooms
- 22 Closing Prayer Service in Church for Vacation Bible School –11:15

CATECHISTS BACKGROUND CHECKS

All catechists and Assistant Catechists are volunteers. Each person applying for these positions at Our Lady of the Wayside is required to have an interview with the Directors of the Program, complete an application form and supply (2) references. References are checked and kept on file. Prospective catechists must have a criminal background check as required by the Archdiocese before being accepted into the program. They are also required to participate in a "Protecting God's Children" workshop.

REGISTRATION

All families registering for the Parish Religious Education Program must obtain a parishioner number. This is done by registering in the Parish Center. A registration cannot be finalized until parishioner registration is complete. Parents are asked to be contributing members of the parish through the use of weekly Church envelopes. Weekly Mass attendance greatly reinforces our Religious Education Program.

We accept students outside the parish with the following stipulations:

- 1) Written recommendation from the former school or parish stating the grade work completed with an attendance record and dates of Sacraments received.
- 2) Additional \$290 fee per family per year for out-of-Parish tuition.

Registration takes place on or before April 30th. Previously registered families may register by mail or in person. **Families new to our program are asked to register in person and bring a copy of the child's Baptismal Certificate at the time of registration. Outstanding balances must be paid before registration will be accepted for the following year.**

IMPORTANT: The Registration Form, Volunteer Form, and payment of at least 50% of the total of tuition and fees are due by April 30, 2018. A late Registration Fee of \$60.00 will be charged for forms, tuition, and fees received after April 30. The balance of tuition and fees is due before or on the first scheduled class of the year. Parents unable to meet this deadline should contact Sister Joan or Sister Adrienne 847-398-5011 to set up a payment schedule or apply for a Scholarship.

The Registration Form and Volunteer Form must be completed and returned by the due date, April 30 in order to reserve a place for your child in class and to avoid the late registration fee.

TUITION

Tuition for our Religious Education Program is as follows:

\$265.00 per student in grades 1-8
\$290.00 non-parish fee (per family) per year in addition to tuition.

FEES FOR SACRAMENTAL PROGRAMS AND OTHER ACTIVITIES

First Eucharist- Grade 2	\$75.00
First Reconciliation - Grade 2	\$50.00
Personal Bible - Grade 6	\$15.00
Retreat - Grade 7	\$65.00
Confirmation - Grade 8	\$125.00 (includes disposable gown, Retreat, and Chastity Education Initiative Program)
Non-volunteer Fee	\$150.00
Late Registration Form Fee	\$60.00
Applies to forms received after April 30th, 2018	

GRADE LEVEL COURSE DESCRIPTION

Grade 1

TEXT: We Believe Series Catholic Identity Edition: God Loves Us, Wm. H. Sadlier, Inc., 2015
The topic of the first grade year is the presentation of God as Father, Son and Holy Spirit. The **Sacrament of Baptism is highlighted as the Sacrament that brings us into membership in God's family. The children are introduced to God's Word through the telling of Scripture stories.** Children will learn **about the Church as God's people, and also they will be taken on a tour of the Church.** The Church Year is emphasized: Advent, Christmas, Lent, Easter, and Ordinary Time. First graders are expected to learn the Sign of the Cross the Our Father, and the Hail Mary. They are also given the opportunity for spontaneous prayer. At the end of the year, emphasis is placed on the Reconciliation, Holy Eucharist, and the relationship with Jesus that comes with each sacrament. Included in the curriculum is a lesson **on Protecting God's Children.**

EXTENDED ACTIVITIES:

Participate in a service project geared to their level
During Lent a Retreat Lesson on Prayer from the text.
Liturgical Season Activities
Encourage the children to be good Stewards—time, talent, treasure.

Grade 2

TEXT: We Believe Series Catholic Identity Edition: Jesus Shares God's Life, Wm. H. Sadlier, Inc., 2015
Second graders review the Sacrament of Baptism in conjunction with their church membership. Jesus is the one whom we meet in a special way in each of the Sacraments that we receive. The main work of **the year is the children's preparation and reception of the Sacraments of Reconciliation and Eucharist** for the first time. The Mass is studied in conjunction with preparation for First Eucharist. The Church Year is emphasized—Advent, Christmas, Lent, Easter, and Ordinary Time. In addition to the Sign of the Cross and the Our Father, second graders are expected to learn the Hail Mary, Glory Be, and Act of Contrition. **Included in the curriculum is a lesson on Protecting God's Children.**

EXTENDED ACTIVITIES:

Joy, Joy, the Mass—Sunday Visitor Publication
During Lent a Retreat Lesson on Prayer from the text.
Experience a retreat prior to the celebration of First Eucharist
Up-close viewing and explanation of the sacred vessels used at Mass, vestments worn by the priest to celebrate Mass, and the significance of the altar
Liturgical Seasons Activities
Encourage the children to be Good Stewards—time, talent, and treasure.

SACRAMENTAL POLICY FOR GRADE 2

Since Grade 2 is a sacrament year, children in Grade 2 are required to attend class at Our Lady of the Wayside on Tuesdays, from 4:00-5:15 weekly for their First Reconciliation and First Eucharist preparation. Students entering Grade 2 must have had formal religious instruction the previous year, otherwise they will be placed in Grade 1.

Dress Code for First Communion

Girls - White dress (long or short), white veil or headband of flowers, dress shoes
Boys - **White shirt** (long or short sleeves), **tie, dress pants** (any color), sweater or jacket is optional, dress shoes.

Grade 3

TEXT: We Believe Series: Catholic Identity Edition— We Are the Church William H. Sadlier, Inc. 2015
The work of the third grade year is to help the children understand the different aspects of the Church and their role as members. The Church Year is highlighted and emphasis is placed on the Liturgical Seasons of Ordinary Time, Advent, Christmas, Lent and Easter. A review of the Mass is one of the main focuses of the year, as well as the Sacraments of the Eucharist and **Reconciliation. Third graders are expected to learn the Apostles' Creed in addition to all previously listed prayers. Included in the curriculum is a lesson on Protecting God's Children.**

EXTENDED ACTIVITIES:

Third Grade Class Mass (culmination of the study of the Mass)
During Lent a Retreat Lesson on Prayer from the text.
Class reception of the Sacrament of Reconciliation
Liturgical Seasons Activities
Encourage the children to be good Stewards—time, talent, and treasure.

Grade 4

TEXT: We Believe Series Catholic Identity Edition—God's Law Guides Us, William H. Sadlier, Inc. 2015
The thrust of the 4th Grade curriculum is an in-depth study of the Ten Commandments and **the application of these Commandments in the lives of the children. Jesus' teaching on the Beatitudes** is also presented as well as the Corporal Works of Mercy. The children are helped to a deeper understanding of the Sacrament of Reconciliation and taught to receive the Sacrament in a more mature manner. The Rosary is taught with emphasis on the Mysteries through meditation on the life of Jesus. Each liturgical season is given priority as the seasons, Advent, Christmas, Lent, Easter, and Ordinary Time occur, so that the children become familiar with **the cycles of the Church Year. Included in the curriculum is a lesson on Protecting God's Children.**

EXTENDED ACTIVITIES:

Group Service Project decided by the Catechists
Liturgical Seasons Activities
Class reception of the Sacrament of Reconciliation
During Lent a Retreat Lesson on Prayer from the text.
Encourage the children to be good Stewards—time, talent, and treasure.

Grade 5

TEXT: We Believe Series Catholic Identity Edition—We Meet Jesus in the Sacraments—William H. Sadlier, Inc. 2015
The work of Grade 5 is a study of the seven Sacraments. The rites and symbols of the **sacramental life of the Church are taught, and an appreciation of God's presence in the Sacraments** is deepened. Students are taught the meaning of each Sacrament as it applies to the building up of our spiritual life as we grow in our relationship to God. The children learn the four marks of the Church. They learn that Mary, the Mother of God is our model of discipleship, the **greatest of all the saints. The Liturgical Year is presented as the Church's cycle of events in the life** of Jesus and how each is celebrated in the Liturgy. Included in the curriculum is a lesson on **Protecting God's Children.**

EXTENDED ACTIVITIES:

Class reception of the Sacrament of Reconciliation
Conduct a Baptism Ceremony
Group service project decided by Catechists
Liturgical Seasons Activities
During Lent a Retreat Lesson on Prayer from the text.
Encourage the children to be good Stewards—time, talent, and treasure.

Grade 6—TEXT: We Believe Series Catholic Identity Edition—We Are God’s People, William H. Sadlier, Inc. 2015

The Hebrew Scriptures (the Old Testament) are the foundation of study for this grade level. **The history of God’s People begins with the story of Creation, and continues on through subsequent stories of the peoples’ turning from God and coming back again. The children receive an appreciation of our Judeo-Christian heritage. The fulfillment of God’s promise to send a Messiah is shown in the coming of Jesus in the last chapters of the book..**

The Liturgical Year is emphasized as it progresses with Advent, Christmas, Lent, Easter, and Ordinary Time. **Included in the curriculum is a lesson on Protecting God’s Children.**

EXTENDED ACTIVITIES:

- Class reception of the Sacrament of Reconciliation
- Service Project for the Collection of the Little Sisters of the Poor
- Participate in Bible Blessing Service and the Reception of a Bible
- Liturgical Seasons Activities
- One-evening Program on the Torah
- During Lent a Retreat Lesson on Prayer from the text.
- Encourage the children to be good Stewards—time, talent and treasure.

Grade 6 is a pre-requisite for entering the Confirmation preparation program. Preparation for Confirmation takes place in grades 7 and 8. Students entering Grade 7 must have had formal religious instruction in Grade 6, otherwise they will be placed in Grade 6 instead of Grade 7. During the two-year preparation program for the Sacrament of Confirmation, students are to attend classes regularly with as little absence as possible if they wish to be confirmed in Grade 8.

First Year Confirmation Preparation Year (Grade 7)

Text: We Live Our Faith as Disciples of Jesus, Volume I (Catholic Identity Edition), William H. Sadlier, Inc. 2016

This text provides the perfect basis for moving toward the Sacrament of Confirmation in Grade 8. Seventh graders will learn to look at Jesus as their model and the object of our faith. The title of the text helps us to note clearly that in following Jesus, we can come to a deeper faith and understand the action of God in our lives. There are four large segments of the study for the year, each segment building on the ones

- before it:
1. Who Is God?
 2. Who Is Jesus?
 3. How Is Jesus Alive in the Church Today?
 4. How Does the Church Live as the Body of Christ?

Students are led to a knowledge and understanding of the Blessed Trinity in the first unit. The second **unit focuses on Jesus, as students learn the story of Jesus’ coming, his life on earth, the fulfillment of the hopes of Israel and Jesus’ teachings about the coming of the Kingdom. Unit 3 reviews in depth the Seven Sacraments, showing how Jesus is alive today through his Sacraments. Unit 4 covers the topics of vocation, the use of our God-given gifts to help bring about the Kingdom of God, the place of justice, peace, and the works of mercy in our lives, and gives a thorough explanation of how we as the Body of Christ, form the communion of saints.**

The book also includes an assessment at the end of each chapter, which tells the student how much he/she has learned in the specific chapter. There are special activities for the students to engage in with each chapter that enrich their grasp of the topic at hand. With each chapter comes the highlighting of a particular person whose faith led them to follow Jesus closely and become a saint, or is still today a saint in the making. Students are also exposed to the use of Scripture in each chapter, and they often need to refer to particular passages in their Bible. There are four sections included in the book on themes of Creed, Liturgy, Sacraments, Morality and Prayer. Overall, this textbook should prepare the 7th graders for their focus on their last step of Christian Initiation in Grade 8, which is their Confirmation in the Catholic Faith. **Students are required to bring their Bibles to class.**

First Year Confirmation Preparation Year (Grade 7) (continued)

First Year Preparation Requirements of Confirmation:

Class reception of the Sacrament of Reconciliation—November 14 –7:10P.M.

Class Retreat—October 21—9:00—12:00—Fr. Mackin Center

Completion of 2 Homily evaluations per semester (a total of 4 for the year)

<u>First Semester</u>	<u>Second Semester</u>
October 17	January 23
November 14	February 20

Continuation of Stewardship—time, talent, and treasure

3 Group Service Projects:

1. Food Drive for the Collection of the Little Sisters of the Poor
2. Parish Service Day Activities February 24, 9– 3:00
3. Participation in the Confirmation Reception– March 10, 2018

1 Individual 5-hour project to be completed by January 23rd.

The above projects may not be used for the 20-hour service commitment for 8th graders.

SECOND YEAR CONFIRMATION PREPARATION YEAR (GRADE 8)

TEXTS: Confirmed in the Spirit, Loyola Press, 2014; YOUCAT-Youth Catechism of the Catholic Church 2001

This year builds on the experience and activities during the First Year Confirmation Preparation, and culminates in celebrating the Sacrament of Confirmation. Students are strongly encouraged to continue their stewardship of time, talent, and treasure after eighth grade.

FIRST SEMESTER TEXT: Confirmed in the Spirit: Loyola Press, 2014

The first semester of the year is devoted to a thorough study of the Sacrament of Confirmation. The students become aware of who the Holy Spirit is and what the Spirit does. They realize their need for the Spirit to strengthen them in faith and to guide them continually to holiness. Their desire to be renewed by the Spirit in Confirmation begins to grow. They are encouraged to look to the saints and other holy people as models of sanctity and for help in choosing a confirmation name.

The students study the beginning of the Church through the coming of the Spirit and their own beginning in the Church through the Sacraments of Initiation. They learn the meaning of the symbols used in the Rite of Confirmation. They are introduced to ways for preparing for Confirmation, and they are guided in choosing a sponsor.

The students examine the main truths of the faith as taught by the Church under the inspiration of the Holy Spirit. They are encouraged to profess their faith not only with their voices but also with their lives.

The students learn what Christ requires of them as his followers. They review the Commandments, the Beatitudes, and the Works of Mercy. They plan how they can give service as part of their preparation for Confirmation.

The students review the theological and cardinal moral virtues, the gifts of the Holy Spirit, and the charismatic gifts. They write a letter to the Bishop requesting the Sacrament of Confirmation.

The students study how the Sacraments of Eucharist and Reconciliation help unite us into the community of love and forgiveness, a true Christian community. They come to see how they can participate fully in these sacraments.

The students study the rite of Confirmation and learn the significance of the parts of the rite. They discover ways to live out their Christian commitment. The students see the importance of having a plan for spiritual growth so they can live the Christian life more fully. They study the fruits of the Spirit and discover that these are a sign of the presence of the Spirit in their lives.

Requirements for Confirmation, 2017-2018

1. At least one parent from each family is to attend the **Confirmation Parents' Meeting** on Monday, October 16th from 7:00-8:30 in the Fr. Mackin Center (Gym).
2. All Confirmation Candidates participate in the preparation of a banner for the altar for the Confirmation Ceremony by preparing a ribbon representing a candle with their **Confirmation name on it. A more detailed explanation will be given at the Parents' Meeting** on Monday, October 16th. The ribbon is to be completed and handed in by Tuesday, January 23, 2018.
3. Retreat on Saturday, October 28th from 8:30-1:15 in the Fr. Mackin Center is for all Our Lady of the Wayside Confirmation Candidates, the combined group of REP students and OLW School students.
4. Chastity Education Initiative Program for eighth graders and their parents is on Thursday, November 9 at 7:00 in the Fr. Mackin Center (Gym).
5. **Pink Information Form given to parents at the Parents' Meeting is due on Tuesday, November 14th.**
6. REP students will be measured for Confirmation gowns on Tuesday, January 9th. School students will be measured in school on this date or a date close to it.
7. **The written paper on information about the saint's name chosen for Confirmation is due on Tuesday, January 23rd**
8. Twenty hours of service are required in the areas of Parish, Community, Family, and School. Each **Confirmation Candidate's Project Log sheet is to be completed and** handed in by Tuesday, January 23rd.
9. Each Candidate is required to write a letter to the Bishop, who will administer Confirmation in our parish on Saturday, March 10th. These letters are to be completed and *handed in by Tuesday, January 23rd*. In the letter, the students request the Sacrament of Confirmation, telling why they wish to be confirmed and how they intend to live out their commitment to the Catholic Faith. They may tell the Bishop about their service hours, as well.
10. The Confirmation Light Service is on Thursday, February 1st from 7:00-8:30 in Church. Parents, Sponsors, and Confirmation Candidates attend this special Prayer Service.
11. A written test on the Sacrament of Confirmation will be administered to the REP students on Tuesday, February 6th and to School students on a date arranged by their teachers.
12. Reception of the Sacrament of Reconciliation will take place on Tuesday February 20th (REP) at 7:00 P.M. and Wednesday, February 21st at 1:00 for the School Students.

Dress Code for Confirmation: Red Robes Will Be Worn Over Clothing

Girls—Dress or skirt and blouse, dress shoes

Boys—Dress pants, white dress shirt, tie, dress shoes

Monday, February 26 th	Practice for Confirmation 10:00 Mass, (K-Z). Confirmandi only. 6:30-8:00
Thursday, March 1 st	Practice for Confirmation 2:00 Mass, (A-J). Confirmandi only. 6:30-8:00
Monday, March 5 th	Practice for Confirmation 10:00 Mass, (K-Z). Confirmandi, Parents and Sponsors. 7:00-8:30
Thursday, March 8 th	Practice for Confirmation 2:00 Mass, (A-J). Confirmandi, Parents and Sponsors. 7:00-8:30
Saturday, March 10 th	Bishop Alberto Rojas. Confirmation Masses - 10:00 (K-Z), 2:00 (A-J)

LITURGIES AND PRAYER SERVICES

Liturgies and prayer services are provided several times during the year. A variety of prayer forms are **used to enrich the children's growth and spirituality** according to their grade level.

SERVICE PROJECTS

All grades, first through eighth, are expected to do at least one service project in light of the Gospel message to "love your neighbor" (Matt 22:39). **All catechists work within their grade level to provide** opportunities for our students to reach out to others. Families are encouraged to support this effort.

STUDENT MINISTRIES

Students in Grade 5 are given the opportunity to become Altar Servers, and are given information concerning the training and expectations of this ministry. Altar serving is also open to students in Grades 6-8. In order to encourage students to become actively involved in the liturgy, classroom and group prayer services are developed in which the children can participate directly in the Liturgies and Prayer Services. After Confirmation liturgical ministries are offered to eighth grade students through the Director of Youth Ministry. The Youth Ministry Program invites 6,7, and 8th graders to be participating and involved members.

LEARNING ENVIRONMENT

Parents/Guardians are asked to notify the **Religious Education Office concerning a child's special** needs: hearing impairment, vision impairment, speech problem, hyperactivity, behavioral problems, autism, physical needs, in regular school with full-time aide, and medical conditions such as allergies, etc. Please indicate this on the registration form.

DISCIPLINE/BEHAVIOR

Guiding the child to form Catholic, Christian values is a fundamental responsibility of the parent/guardian and catechist. The essence of Christian discipline is the development of a personal value system to motivate self-discipline. The religious education department and home must work together to guide student growth in values and create a climate which encourages responsible behavior. The time we share together in class is limited, therefore, consistently disruptive or uncooperative behavior cannot be permitted. When a student is disrupting the class the student will be corrected by the catechist. Corrective measures will be in the form of warnings, discussion of the problem, staying after class, or meeting with one of the Directors of Religious Education. If a student is sent to the Religious Education Office a second time during the year, the student will be asked to call home to discuss his/her behavior with the parent and a corrective measure will be agreed upon by the parent/guardian and the Director together. If a student is sent to the Religious Education Office a third time during the year, the Director will call home and ask the parent to pick up the child from the office and take him/her home. Parents/guardians who are required to teach their child at home due to disciplinary reasons, will be given material and guidelines to complete the course of study for the year. Once each semester parents will be required to bring their child for a test on the material. **If a student's behavior should result in physical damage or property loss, that parent/guardian is expected to make full restitution.**

CONFLICT MANAGEMENT

Should a conflict occur, direct and personal communication between the conflicting parties takes place first, and most often results in resolution. An agreed upon third party may be needed to assist in the effort to resolve the conflict. Qualities of trust, mutual respect, consideration for one another and the willingness to listen with an open mind are fundamental to our religious education community and, therefore, provide a basis for communication in the resolution of conflict.

PROGRESS REPORTS

Progress reports will be distributed twice a year during the months of January and April. Please refer to calendars for specific dates. Children are given the reports in class. Please ask your child for his/her report. All points listed on the report card will be graded as follows:

VG-Very Good—G - Good -- NI-Needs Improvement.

Parents/guardians are expected to review the progress report, and return it signed to the catechist at the next class session. Any time a parent/guardian has a question or concern, please contact the catechist directly.

ATTENDANCE/TARDINESS

Attendance

Regular attendance is required and is in the best interest of those participating in our programs. Students missing a class should make arrangements with the catechist to complete all necessary assignments. **Other outside activities, or "too much homework" should not take priority over attendance at religious education classes. Parents/guardians are required to phone the Religious Education office when their child is absent from class. (Please call 398-5011 and report the student's absence. After hours, please use extensions 247,256, or 246.) Give the student's name, grade level, Catechist's (teacher's) name and reason for absence.** Please notify the office before class begins. If a student is absent and a phone call has not been made, a representative of the Religious Education Office will call the student's home to verify that the student is home. This is a safety precaution, and a courtesy gesture made to you. Children who are frequently absent may be required to repeat the grade level or complete work missed over the summer and present the required work to the Directors of Religious Education - Grades 5-8, Sister Adrienne and Grades Grade 1- 4, Sister Joan.

Frequent absence from class may necessitate having the child repeat the grade level the following year or complete the class curriculum in a home study program supervised by the parent during the summer.

Tardiness

Students who arrive after the class has begun in the Elementary Building are to use the Mitchell Avenue entrance and ring the bell for entrance into the building. Students in the Middle School Building are to use the door nearest Park Street. Before proceeding to class, the students are to stop at the office to report their arrival before going to their classroom. **This is to prevent the office from calling the student's home.**

(continued on next page)

If you have received a phone call concerning your child's absence, but the child (to your best knowledge) is present in class, the office attendant will check in the student's class to verify the student's presence, and will inform you of such. Consistent tardiness is both disruptive to the class and an embarrassment to the student. **Frequent tardiness will result in a call from one of the Directors of Religious Education.**

Attendance Certificate Awards

Boys and girls in grades 1-4 will be awarded Perfect Attendance Certificates during their last class period of the year. Boys and girls in grades 1-4 who were absent one or two times will also receive recognition through the presentation of a certificate.

Perfect attendance certificates will be presented to boys and girls in Grades 5-8 who were present for all of the classes for the year and students who were absent only once will also receive a certificate. The certificates will be distributed to the students in their classrooms after the End-of-the-Year Prayer Service.

Candy and Gum

Students **may not** bring candy or gum to class. **Parents' cooperation in this matter is greatly appreciated.**

TOBACCO/DRUGS/ALCOHOL/WEAPONS

The possession, sale and distribution of weapons, tobacco, alcohol, drugs and controlled substances is prohibited on school property, and/or at REP-related activities.

Any student in possession of a weapon or an article being displayed as a weapon or used in a threatening manner may be suspended or expelled from REP classes, depending on the circumstances and gravity of the matter.

Any student showing visible signs or symptoms of the use of alcohol, drugs, and/or other controlled substances, may be suspended or expelled from Religious Education classes.

In any of the above circumstances, parents/guardians will be contacted and civil authorities may be consulted with regard to the enforcement of local and state laws.

VISUAL AIDS

All use of visual aids, including videos and DVD's, must be authorized by the Directors of Religious Education and must support the subject matter being presented in class.

INSIDE WAYSIDE NEWSLETTER

Our Religious Education Program will email a newsletter twice a per year (August and January). Seasonal updates and complete calendar information are some of the highlights of this publication. Also included are articles from our Directors of Religious Education as well as religious program notices about sacramental events, liturgies, prayer services, and grade level feedback.

PARTIES

Although everyone looks forward to parties and the community-building value they have, parties should be held to a minimum. Parties should be coordinated by the catechists of a particular grade level. This insures uniformity and consistency. Room parents may be asked to help, both with time and materials. Catechists and Room Parents of grades 1-4 may organize a schedule for their students to have **healthy snacks** during the class period. Snacks should be given according to the guidelines given to the Catechists at the beginning of the year. Snacks are not to include any trace of nuts or peanut butter.

LOST AND FOUND

Clothing and books are to be marked with the student's name. The loss of an article should be reported to the catechist and office. The Religious Education Office will keep any lost articles for a period of time. Children should check the office when an item is lost. All unclaimed items will be added to the lost and found box of the school building and given to St. Mark's.

MEDICAL INFORMATION

A request for medical information about your children is on the registration form. Please list any medicine they may be currently taking or medical conditions they experience, such as allergies. This information is vital in the event of an emergency and the course of action to be taken. All information is kept confidential and shared only with the Catechists.

INFECTIOUS DISEASES

Students who show signs of illness should remain home. Parents are advised to consult the following regulations set by the Department of Public Health:

<u>Disease</u>	<u>Isolation</u>
Chicken Pox	Six days after the first eruption
Measles	Seven days
German Measles	Three days
Strep Throat	Twenty-four hours after treatment begins
Mumps	Nine days after onset of swelling
Head Lice	Until treated with medicated shampoo and checked
Conjunctivitis (Pink Eye)	Twenty-four hours after treatment begins
Flu/Fever	Fever free for 24 hours

EARLY DISMISSAL

Children will not be allowed to leave class early. In case of an emergency, a note from the parent/guardian must be brought to the Director of Religious Education (not the classroom catechist). ***Catechists will not dismiss children early without permission from the Director of Religious Education.***

EMERGENCY SITUATIONS

Fire and Disaster Drills

Each class has a fire/disaster plan at all times. Students will be instructed as to the plan at the beginning of the REP year. One practice fire drill a year is held in the first semester. In the event of a storm or civil defense warning, all students will remain at school until an "all clear" signal is received or until a parent/ guardian personally picks up the child from school. Students will not be dismissed early from REP class unless parents /guardians have been notified.

REP Closing

If there is to be no REP class due to weather or other emergencies, parents will be notified by email and also by phone through School Messenger. **When schools are closed because of inclement weather, REP classes are not necessarily cancelled.**

GYM FACILITIES

For Grades 5-8

Use of the gym (the Father Mackin Center) during Tuesday evenings from 6:30 - 8:30 PM and between the months of September through April is reserved for the Religious Education Program.

SAFETY PATROL - GRADES 1-4

Parents who volunteered to be on the safety patrol for Grades 1-4 before and after class are to wear a safety vest located on the cones inside the hallway door. Parents are to be on duty at 3:45 P.M. and close the gate off of the Mitchell Avenue entrance to the parking lot, put out the orange traffic cones and leave these in place for dismissal. At dismissal time, parents are to arrive at 5:00 to pick up their vest and then make sure that the cones are in place and the gate is closed. No children are allowed beyond the orange traffic cones or the gate without an adult with them. Safety patrol parents are to wait until all children have been picked up, or if a parent does not arrive by 5:25, the child or children will be taken to the Religious Education Office.

SAFETY PATROL - GRADES 5-8

Parents who volunteered to be on the safety patrol for Grades 5 and 6 or 7 and 8 before and after class are to wear a safety vest, located in the Religious Education Office in the Middle School. Parents are to arrive at 6:45 and direct all children to go directly into the School building. Between 8:25 and 8:40 the entrance off of Park Street will be blocked to insure the safety of the children as they are dismissed. At dismissal time parent volunteers are to arrive at 8:20. While children are waiting for rides, they are to be kept near the building and away from traffic. After all the children have been picked up, the cones are to be collected and put in the corridor of the Middle School building inside the door nearest the area where the cones are set up.

HALL MONITORS The purpose of the Hall Monitors is to ensure the safety of the children before and during class to be sure that corridors are cleared and the environment is harmless for the children. A hall monitor is stationed outside of three classrooms in the lower corridor of the Elementary School to supervise the children when they leave the classroom, to assist the teacher with errands to the office if needed, to bring a sick child to the office, and/or to check with any adult who enters the corridor. The hall monitor is asked to bring something to do (reading, etc.) during his/her time of supervision. The hall monitor for the Middle School Building is stationed in the corridor near the Gym (Fr. Mackin Center). **(The main duty of the Middle School hall monitor is the supervision of the children in the corridor before, during, and after class.)**

BABYSITTING

An adult babysitter supervises the young children of the catechists who teach Grades 1-4 during their classtime from 4:00-5:15. Adult volunteers need to be here at 3:45, come to the Religious Education Office in the Elementary School to pick up their attendance book and snacks, and stay with the children until the teaching parent comes for them at the end of class. Middle School age students sign up to assist the adult babysitter.

DROP OFF/PICK UP - SAFETY AND PARKING GUIDELINES

Grades 5-8 Classes begin at 7:00 PM

Girls and boys arriving for class between 6:50 and 7:00 PM are to use the southeast (nearest to Park Street) Middle School entrance. Students are to remain in the south corridor of the building until instructed by the Director of Religious Education to proceed to class. A security system is in place and the doors will be locked at 7:10 PM. Due to the increase in enrollment, the Elementary School Building will also be used for some classes. Students who have class in the Elementary School Building are to use the door marked 5A and go directly to their class.

The use of two buildings increases the volume of pedestrian traffic on the blacktop and between the buildings. The increased enrollment also increases car traffic. In order to ensure the safety of our students please note the following:

Orange cones are placed to block entrance onto the blacktop area near the Middle School

PLEASE DO NOT MOVE THE ORANGE CONES! Parents/guardians are asked to wait in the parking lot between buildings for students at pick-up time until 8:40. Extreme caution and courtesy is needed while driving in the lot. Please follow safety patrol directions. Parents are encouraged to car pool.

Grades 1-4 Classes begin at 4:00 PM

Children will enter and exit the Elementary Building at the far north end. The doors will be opened at 3:30 PM. A security system is in place and the doors will be locked at 4:10 PM. Students arriving late must use the Mitchell Avenue entrance, ring the bell, and wait for access. Dismissal time is 5:15 PM. **Please be prompt, as children become distressed when they are the last one remaining.** If a child is not picked up within 10 minutes after dismissal time, that child will be taken to the Religious Education Office. The late parent/guardian must use the Mitchell Avenue entrance; ring the bell and wait for access.

Please **NO PARKING** along the fence on the north end of the back lot in front of the bicycle racks-this parkway is to be used by pedestrians including those walking to/from the far west lot (Ridge Avenue Parking lot).

Do not double-park on Mitchell Avenue when dropping off and picking up children. Also, do not block driveways, park in driveways, or park too close to fire hydrants on Mitchell Avenue.

PLEASE BE CAUTIOUS ... DRIVE SLOWLY ... BE COURTEOUS ... it only takes an extra minute or two. **Parents/guardians must park their cars and escort their children to and from the building at both drop-off and pick-up times. Children should never be "called over" to a car.** Parent volunteers have been instructed **NOT TO RELEASE A CHILD WITHOUT AN ADULT.**

Parents/guardians/with younger children - please do not leave any young children in an unattended parked or "running" car.

Parents/guardians who don't have younger children with you should consider parking in the far west lot (Ridge Avenue parking lot) and walking over to meet your children, thereby leaving the closer spots for those with little ones in tow.

Those arriving after 5:15 PM are asked to use the far west lot (Ridge Avenue parking lot). This will prevent further congestion in the west lot, as the traffic flow at that time is leaving the lot. **Parent/guardian volunteers are there to help ensure our children's safety** - please follow their directions. Please do not honk or call from your cars. Please share these guidelines with those you have designated to drop off and pick up your children. These Safety Guidelines apply to everyone. Thank you for your cooperation in following them.

The following areas have been designated for parking for Tuesday **afternoon** Religious Education classes:

- **West Lot** - The parking lot that is just to the west of the Religious Education entrance/exit doors. Enter Park Street and continue north into the back lot just beyond the Parish Center. Please remember that a limited number of cars can fit into this parking lot. It is sometimes necessary to allow cars to exit the lot before cars can enter this lot.
- **Far West Lot** (Ridge Avenue parking lot) - The parking lot that is just west of the Parish Center and near the playground equipment. Enter from Ridge Ave.
- **Mitchell Avenue** - Please park only along church/school property. Please do not double park and wave children in front of parked or standing cars - IT IS UNSAFE! Please do not park to the north of **the school driveway; that is, do not park in front of neighbors' houses or driveways.** Also, please do not drop off on the east side (South Middle School side) of Mitchell Avenue and wave children across two lanes of traffic. Again, IT IS UNSAFE! A gate will be closed to keep traffic out of the school driveway at this entrance. Please do not attempt to pull in or turn around here.

Be alert! Students do the unexpected. They are not watching for you.

We thank you for following these Safety Guidelines. Your cooperation is appreciated by all the pedestrians — the students, the teachers, the parents, and the parent volunteers. These guidelines are for the safety of all of our children.

FENCE NO ENTRY
No Parking Beyond Driveway

Tuesday Class 4-5:15

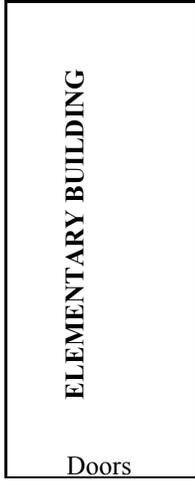
Mitchell Avenue

.....

NO PARKING-CHILDREN ENTER AND
LEAVING BUILDING HERE



Entrance for Late Arrivals Only



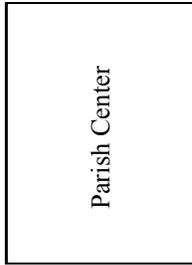
Door Locked at 4:10

West Parking Lot

PARKING



N O P A R K I N G

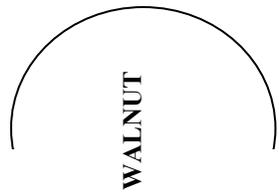


NO PARKING

Please park in designated
areas and walk children to
school side door off Mitchell
Avenue



Far West Parking

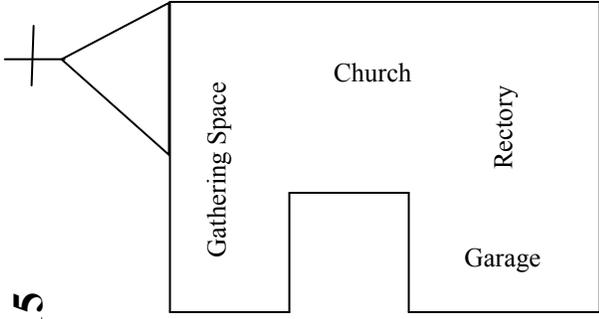


WALNUT

Entrance

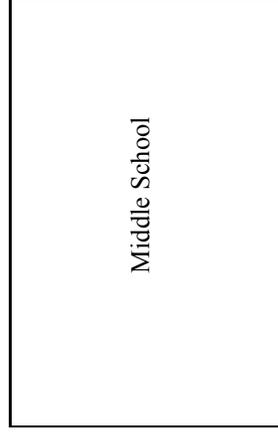
Ridge Avenue

Entrance

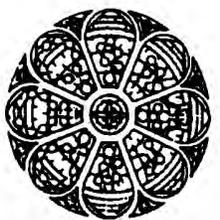


Park Street

PARKING



Middle School

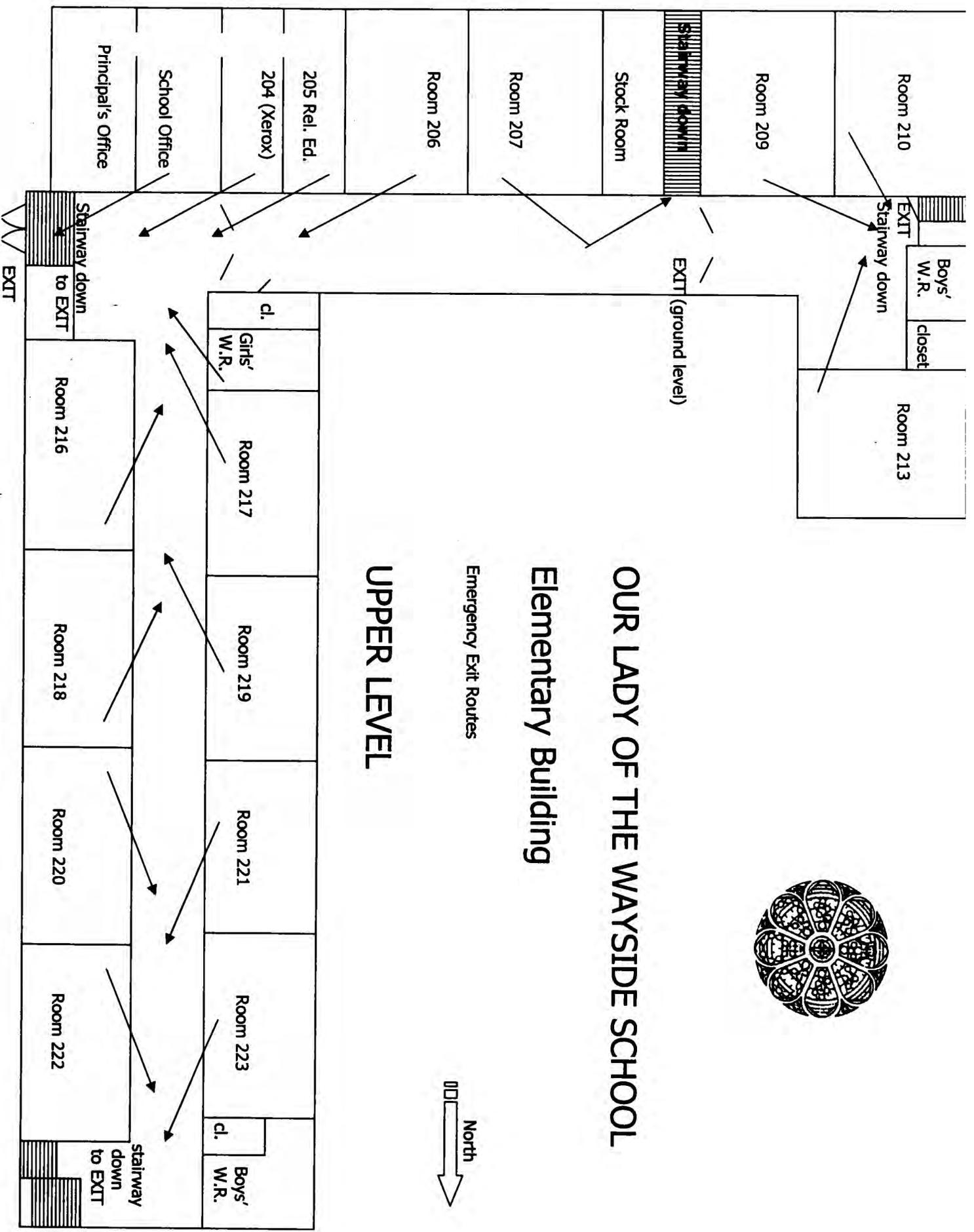


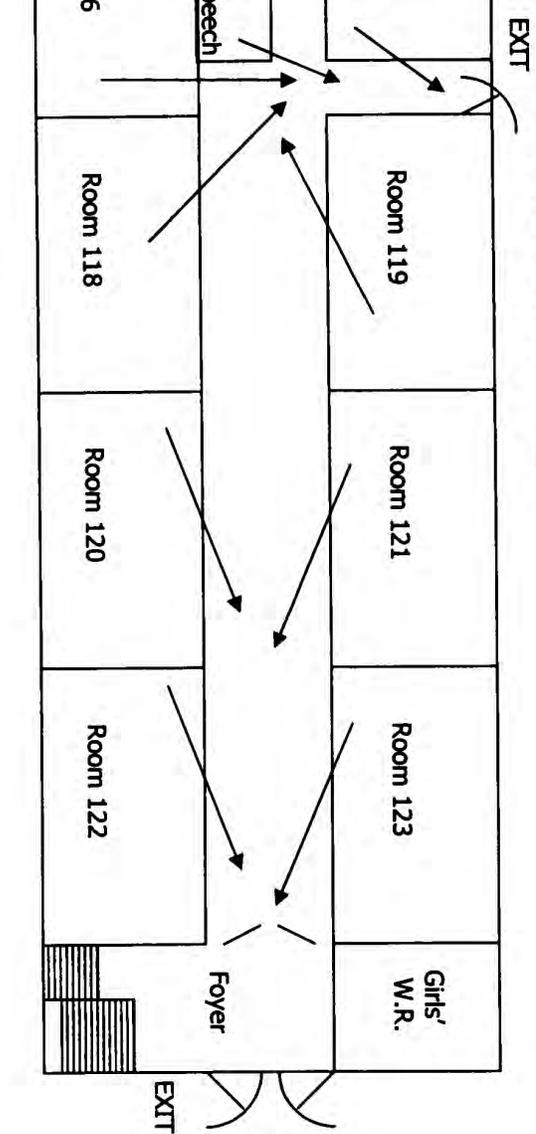
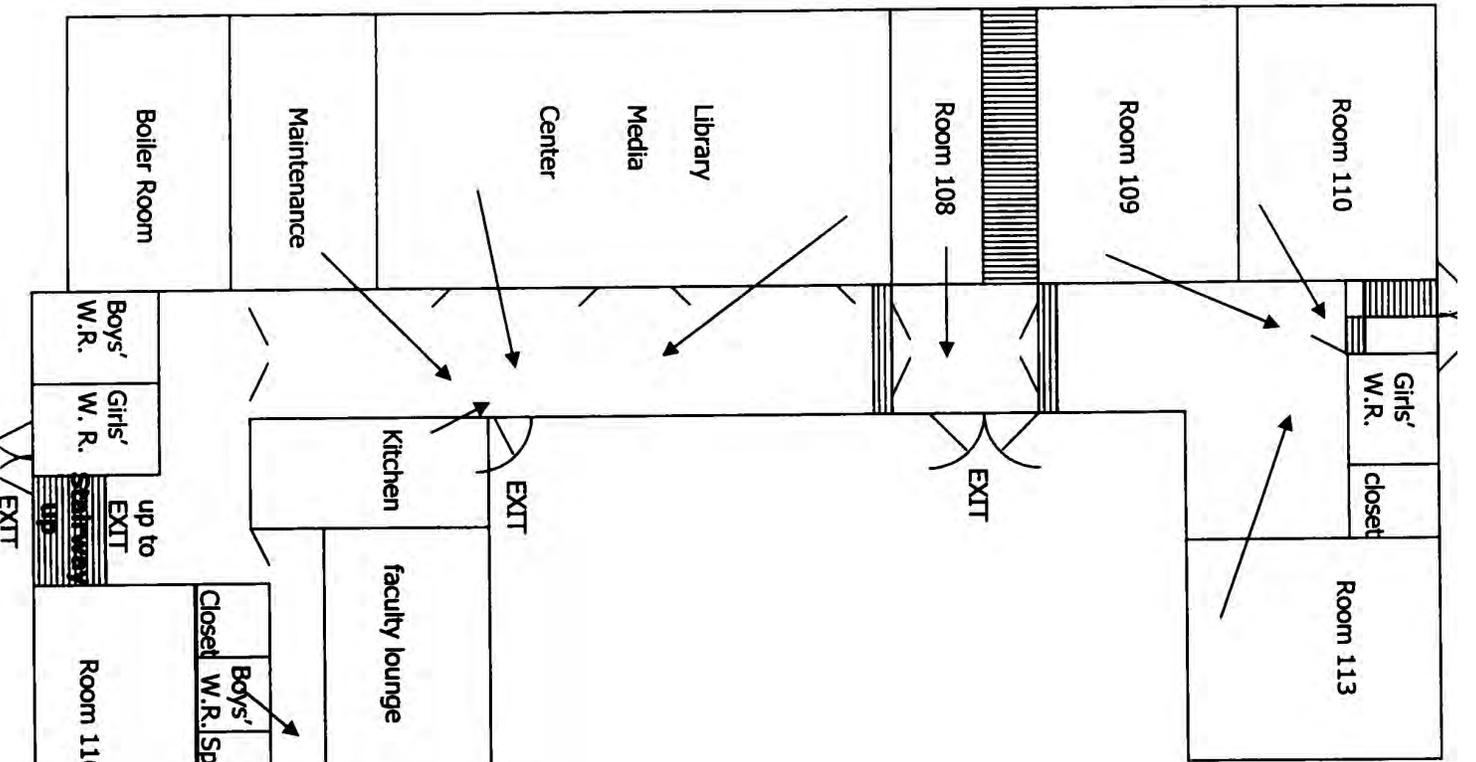
OUR LADY OF THE WAYSIDE SCHOOL

Elementary Building

Emergency Exit Routes

UPPER LEVEL

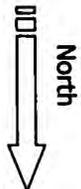


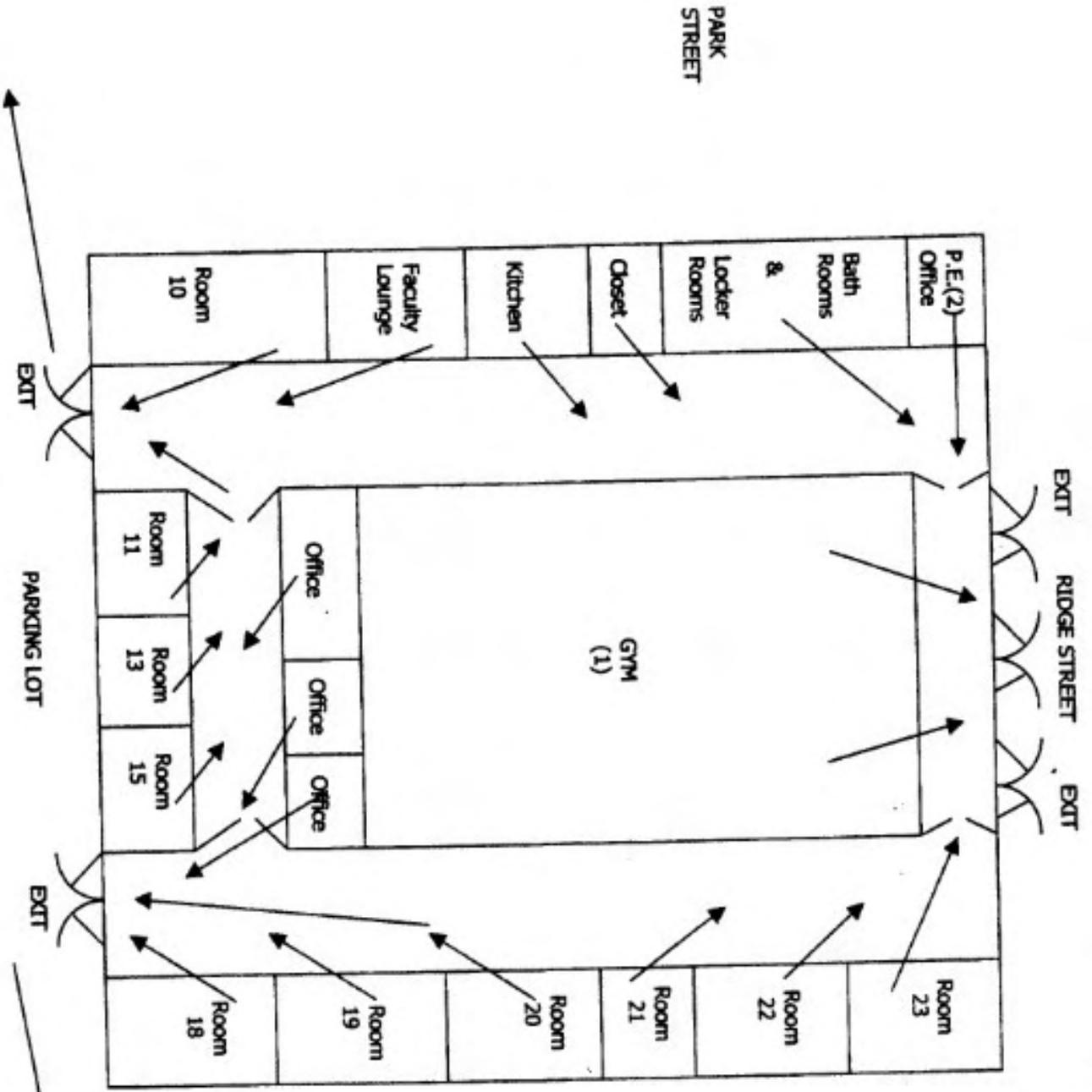


OUR LADY OF THE WAYSIDE SCHOOL Elementary Building

Emergency Exit Routes

LOWER LEVEL





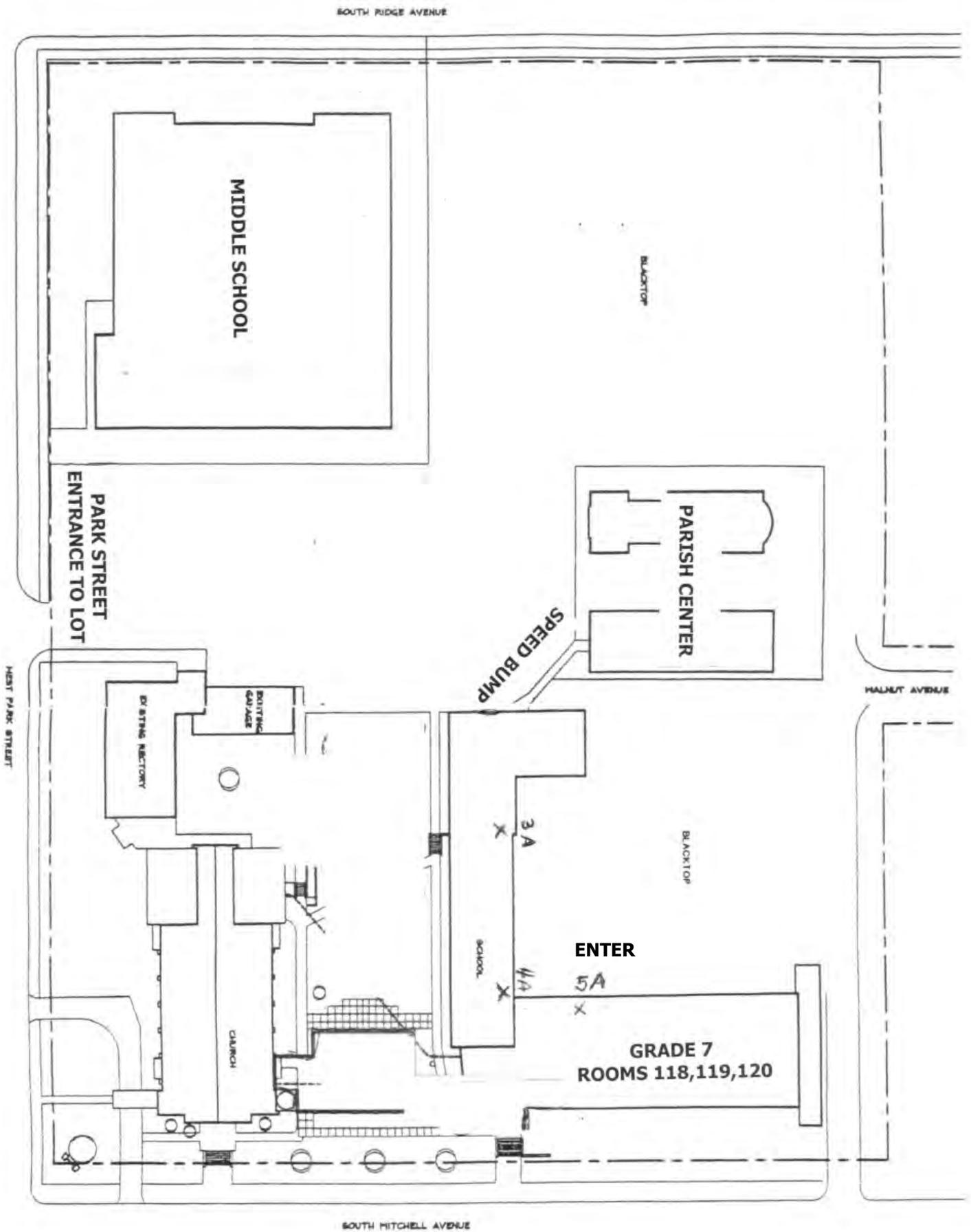
PARK STREET



OUR LADY OF THE WAYSIDE
MIDDLE SCHOOL
BUILDING

EMERGENCY EXIT ROUTES





**OUR LADY OF THE WAYSIDE RELIGIOUS EDUCATION
REGISTRATION FORM 2017-2018**

847-398-5011 repsecretary@olwparish.org

TUITION

Grades 1-8 Per child \$ 265.00
 Non-Parish Fee (per family per year) \$ 290.00
 (plus tuition amount)

FEES

First Reconciliation - Grade 2 \$ 50.00
 First Eucharist - Grade 2 \$ 75.00
 Personal Bible - Grade 6 \$ 15.00
 Retreat Grade 7 \$ 65.00
 Confirmation - Grade 8 \$125.00

Non-Volunteer Fee \$150.00
 Late Registration Form Fee \$ 60.00

OFFICE ONLY	
Amount Rec _____	
Check # _____	
Date _____	

Amount Rec _____	
Check # _____	
Date _____	
Bal _____	

OFFICE ONLY	
Family Name _____	
Parish Number _____	
Non-P Fee _____	
Tuition _____	
Sacrament Fees _____	
Other Fees _____	
Late Reg _____ Non-Vol _____	
Total _____	

Amount Rec. _____	
Check # _____	
Date _____	
Bal. _____	

IMPORTANT: The Registration Form, Volunteer Form, and payment of at least 50% of the total of tuition and fees are due by April 30, 2018. A late Registration Fee of \$60.00 will be charged for forms, tuition, and fees received after April 30. The balance of tuition and fees is due before or on the first scheduled class of the year. Both forms must be completed and returned by the due date, April 30 in order to reserve a place for your child in class and to avoid the late registration fee. Tuition assistance is available if needed.

Please Print
 FAMILY NAME _____ ADDRESS _____
 Primary E-Mail _____ Primary Phone _____

FATHER'S INFORMATION (Address needed if different from child)
 First Name _____ MI _____ Last Name _____
 Address _____
 City _____ State _____ Zip _____
 Religion _____ Marital Status _____ Home Phone (_____) _____ Cell Phone(_____) _____

MOTHER'S INFORMATION (Address needed if different from child)
 First Name _____ MI _____ Last Name _____
 Maiden Name _____
 Address _____
 City _____ State _____ Zip _____
 Religion _____ Marital Status _____ Home Phone (_____) _____ Cell Phone(_____) _____

EMERGENCY INFORMATION	
Father's Employer _____	Phone _____ Work Email _____
Mother's Employer _____	Phone _____ Email _____
Emergency Contact, other than parent _____	Phone _____
(Relationship to child) _____	

Emergency Consent: If the parents (or guardians) cannot be contacted in case of serious injury or illness, I authorize the Religious Ed. Program to take such emergency action as may be deemed necessary, including the transportation of the student to a hospital or medical center. As a parent and/or guardian, I do herewith authorize the treatment by a qualified and licensed medical doctor of the above named minor in the event of a medical emergency which, in the opinion of the attending physician, may endanger his or her life, cause disfigurement, physical impairment or undue discomfort if delayed. This authority is granted only after a reasonable effort has been made to reach me. This is valid for the School Year September 2017-April 2018

Date _____ Signature-Parent or Legal Guardian _____

PLEASE COMPLETE THE REVERSE SIDE

PLEASE COMPLETE THE REVERSE SIDE

CHILD # 1**Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in School 17-18** _____Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)
Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes** **No**If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:
_____**Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd _____ Yes _____ No _____ Date******If your child was baptized at Our Lady of the Wayside please indicate date here _____.****CHILD #2****Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in School 17-18** _____Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)
Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes** **No**If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:
_____**Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd _____ Yes _____ No _____ Date******If your child was baptized at Our Lady of the Wayside please indicate date here _____.****CHILD #3****Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in School - 17-18** _____Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)
Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes** **No**If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:
_____**Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd _____ Yes _____ No _____ Date******If your child was baptized at Our Lady of the Wayside please indicate date here _____.**

CHILD # 4**Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in School 17-18** _____

Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)

Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes No**

If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:

Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd Yes No _____ Date****If your child was baptized at Our Lady of the Wayside please indicate date here _____.****CHILD # 5****Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in school 17-18** _____

Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)

Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes No**

If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:

Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd Yes No _____ Date****If your child was baptized at Our Lady of the Wayside please indicate date here _____.****CHILD # 6****Grade in REP 17-18** _____

First Name _____ MI _____ Last Name _____

Male _____ Female _____ Ethnic Background _____ Religion _____

Child lives with: Both parents _____ Mother _____ Father _____ Other (specify) _____

Birth date ___/___/___ School attending _____ **Grade in school 17-18** _____

Does your child have any special needs (eg. Allergies, vision, hearing, epilepsy/seizures, asthma, heart condition, diabetes etc.)

Please state these _____

Does your child take any daily prescribed medicine for chronic illness or condition? Specify _____

Is your child presently receiving or is he/she in need of special services or learning support in school? **Yes No**

If yes, please specify below so the Religious Ed. Program can provide a successful teaching and learning environment:

Parents who are registering their child/children for the first time must submit a copy of their child's Baptismal Certificate along with this Registration Form. (For Office Use Only) Rec'd Yes No _____ Date****If your child was baptized at Our Lady of the Wayside please indicate date here _____.**

PLEASE RETURN THIS COMPLETED FORM WITH YOUR REGISTRATION FORM
EVERY FAMILY IS EXPECTED TO SERVE IN SOME WAY.

OUR LADY OF THE WAYSIDE REP VOLUNTEER COMMITMENT FORM 2017-2018
If you are not volunteering, please attach your check in the amount of \$150.00 to this form.

Volunteer Parent's Name _____ E-Mail _____

_____ Home Phone _____
Last First

Cell Phone _____

Address _____

_____ **I WOULD LIKE TO TEACH A RELIGIOUS EDUCATION CLASS:**

(Please state your grade preference)

_____ Grades 1-4 Tuesdays 4:00-5:15 (every week)
_____ Grades 5-6 Tuesdays 7:00-8:30 (every other week)
_____ Grades 7-8 Tuesdays 7:00-8:30 (every other week)

_____ **Adult Catechist Assistants for the Year 2017-2018 - Grade Level or Levels** _____

_____ **Substitute Catechists – Preference of Grades** _____

_____ **Safety Patrol (2-3 times a year) Tuesdays Grades 1-4**

_____ **Before Class - 3:45-4:10** _____ **After Class - 5:10-5:30**

_____ **Safety Patrol (1-2 times a year) Tuesdays Grades 5-6**

_____ **Before Class - 6:45-7:10** _____ **After Class - 8:30-8:50**

_____ **Safety Patrol (1-2 times a year) Tuesdays Grades 7-8**

_____ **Before Class - 6:45-7:10** _____ **After Class - 8:30-8:50**

Hall Monitors: On duty during the class period for security purposes. Volunteers will be assigned 1-2 class dates a year:

_____ **Grades 1-4 - 4:00-5:15** _____ **Grades 5-6 - 7:00-8:30** _____ **Grades 7-8 - 7:00-8:30**

_____ **Adult Babysitters (Tuesdays 3:45-5:30) twice a year.**

_____ **Record Attendance and Assist in Office Weekly Elementary School (Grades 1-4) 4:00-5:15**
(or can be co-shared with another parent for every other week)

_____ **Record Attendance and Assist in Office on Alternating Weeks (This is For a Full Year)**

_____ **Middle School (Grades 5-6) 7:00-8:30**

_____ **Middle School or Elementary School (Grades 7-8) 7:00-8:30**

_____ **Sign-Up for Open House will include being a Substitute for Safety Patrol if necessary.**

_____ **Beginning-of-the-Year Open House (Grades 1-4) Direct Parents and Children to classrooms.**

_____ **Beginning-of-the-Year Open House (Grades 5-6) Direct Parents and Children to classrooms.**

_____ **Beginning-of-the-Year Open House (Grades 7-8) Direct Parents and Children to classrooms.**

_____ **Confirmation Reception Coordinators (REP Seventh Grade Parents): Organize, plan, and facilitate the reception with School Seventh Grade Parents.**

_____ **Chastity Evening Program – Grade 8 Parents – Coordinate Refreshments Fr. Mackin Center (set-up, serve, clean-up) (Required Program for eighth graders and parents) once a year, usually in**

Our Lady of the Wayside Religious Education Program
 Faculty List for 2017-2018
 Phone Number (847) 398-5011

Sister Joan Shields, S.N.D.deN., Director of Religious Education Program - Gr. 1-4/VBS
 Sister Adrienne Weseman, S.N.D.deN., Director of Religious Education Program - Grades 5-8
 Mrs. Louise Dickey Religious Education Secretary

Grade	Room	Catechists and Assistants
Grade 1	217	Mrs. Juliann Barry – Grade Level Co-Coordinator Mrs. Jeanne Kabler, Assistant
	216	Mrs. Kathy Loy—Grade Level Co-Coordinator Mrs. Janet Peters
	218	Mrs. Marilynne Babiak Mr. Robert Babiak
Grade 2	220	Mrs. Kim Banks - Grade Level Coordinator Mrs. Lucille Fiore, Assistant Mrs. Mary Kate Kirer, Assistant
	219	Mrs. Sue Keefer Mrs. Mariane Leanes
	221	Mrs. Tanya Haber Mr. Bill Forst - Assistant
	223	Mrs. Mary Daniel Miss Hanna Haber
	Grade 3	121
	120	Mrs. Catherine Nauheimer Mrs. Colleen Wozniak
	123	Mrs. Betty Bourgoïn- Grade Level Co-Coordinators Ms. Mary Piotrowski
Grade 4	118	Mr. William Kissane
	210	Mr. Bob Guretz Mrs. Helene Bottalla, Assistant Mrs. Karen Niesman, Assistant
Grade 5	15	Mrs. Ann Marie Scardami-Grade Level Coordinator
	11	Mr. Tom Smith
	18	Mr. Mike Hollis

Our Lady of the Wayside Religious Education Program
Faculty List for 2017-2018

Grade 6	20	Mrs. Mary McBride – Grade Level Coordinator
	10	Ms. Carisa Wozniak
	19	Mr. Nicholas Greazel
	22	Mrs. Jennifer Hernandez
	23	Mrs. Yvette Brancato
Grade 7	119	Mrs. Joanne Lundquist - Grade Level Coordinator
	118	Mrs. Jennifer Vesely
		Mrs. Coleen Watson
	120	Mrs. Marilyn Yunker
		Ms. Annie Yunker
	10	Mr. Stephen Leigh
	15	Mrs. Helen Quick
		Mr. Raymond Quick
18	Mrs. Sue Preissing	
Grade 8	20	Mr. Jim Sherry - Grade Level Coordinator
	23	Mrs. Jennifer Rezny
	11	Mr. Paul Houser
	19	Mr. Matthew Kelley
	22	Mr. Tim Barry

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Tuesday	January 23	REP Grade 8 turn in Bishop's letter, ribbon with Saint's name, Saint's paper and log sheet of volunteer hours.
Wednesday	February 1	Eighth Grade Light Service. 7:00-8:30 Candidates , Parents and Sponsors
Tuesday	February 13	REP Social Event in Gym for Families
Sunday	February 18	First Communion Retreat 2:00-4:00 Gym and Middle School Classrooms
Monday	February 26	Practice for Confirmation 10:00 Mass, (K-Z). Confirmandi only. 6:30-8:00
Thursday	March 1	Practice for Confirmation 2:00 Mass, (A-J). Confirmandi only. 6:30-8:00
Monday	March 5	Practice for Confirmation 10:00 Mass, (K-Z). Confirmandi, Parents and Sponsors. 7:00-8:30
Tuesday	March 6	First Communion Banners due
Thursday	March 8	Practice for Confirmation 2:00 Mass, (A-J). Confirmandi, Parents and Sponsors. 7:00-8:30
Saturday	March 10	Bishop Alberto Rojas Confirmation Masses - 10:00 (K-Z), 2:00 (A-J)
Tuesday	March 27	SPRING BREAK WEEK - NO REP CLASSES
Tuesday	April 10	End of Year Prayer Service for Grades 1-4 at 4:10
Tuesday	April 10	Last REP Class for the year for Grades 7 and 8. Prayer Service 7:10 After prayer service return to class for report cards and attendance certificates.
Tuesday	April 17	Last Class of the year for Grades 1-4. Report Cards and Attendance Certificates distributed.
Tuesday	April 17	Last Class of the year for 5-6. Prayer Service at 7:10. After Prayer Service return to class for report cards and attendance certificates.
Monday	April 23	Practice for April 28 First Communion Mass at 10:30. Children only 4:00-5:30
Tuesday	April 24	Practice with children only for 1:00 First Communion Mass on April 28. 4:00-5:30
Wednesday	April 25	Practice with children and parents for 10:30 First Communion Mass on April 28, 4:00-5:30
Thursday	April 26	Practice with children and parents for 1:00 First Communion Mass on April 28. 4:00-5:30
Saturday	April 28	First Communion Masses at 10:30 and 1:00
Monday	April 30	Practice with children only for 10:30 First Communion Mass on May 5. 4:00-5:30
Thursday	May 3	Practice with children and parents for 10:30 First Communion Mass on May 5 4:00-5:30
Saturday	May 5	First Communion Mass at 10:30
	June 18-22	Vacation Bible School