

# ST. HUGO OF THE HILLS PARISH



## FAMILY FAITH FORMATION HANDBOOK

**Grades Pre-K- 8  
2019-2020**

### **St. Hugo of the Hills Religious Education Office**

2215 Opdyke Road

Bloomfield Hills, MI 48304

248-642-6062 (August 15, 2019 - June 15, 2020)

248-683-2191 (June 15 - August 15, 2019)

**Mrs. Barbara Yugovich, M.A.**

**Parish Catechetical Leader**

**248-283-2191**

**[barbara.yugovich@sthugo.org](mailto:barbara.yugovich@sthugo.org)**

**Mrs. LuAnne Mellis**

**Religious Education Administrative Assistant**

An Updated Electronic Version of this Handbook Is Available  
on the St. Hugo of the Hills Parish Website:

**[www.sthugo.org/religiouseducation](http://www.sthugo.org/religiouseducation)**



## St. Hugo of the Hills Parish

[www.sthugo.org/religiouseducation](http://www.sthugo.org/religiouseducation)



June 2019

Dear Families and Catechists,

**It is my pleasure to welcome you to St. Hugo of the Hills Faith Formation Program!**

**Now is the time to register online for all of our Faith Formation Programs for 2019-2020.**

St. Hugo offers Religious Education for children in Grades K-8 on Monday evenings as well as Catechesis of the Good Shepherd for Age 4 children on Sundays during the 12:00 noon Mass. St. Hugo also offers Liturgy of the Word for Children (LWC) for ages 4-7 on Sundays during the 10:00 am Mass; parents who register for LWC are invited to help facilitate. Meetings will take place for volunteer facilitators in August and September.

**Please register online at [www.sthugo.org/religiouseducation](http://www.sthugo.org/religiouseducation) for all Faith Formation Programs no later than September 15, 2019. Tuition and Sacrament fees can be made through Online Giving for your convenience.** Please know there will be no new registrations taken in person on the first night of classes or on Catechetical Sunday. For your convenience, the Religious Education Staff will be available in the Gathering Space after the Sunday Masses on September 15 to assist you and answer any questions you may have. A family in need of financial assistance for Religious Education tuition may request this paperwork from the Parish Office.

**Sunday, September 15, 2019, will mark the 48<sup>th</sup> Catechetical Sunday**, designated by The United States Conference of Catholic Bishops, as a day to acknowledge the importance of the church's teaching ministry and to honor those who serve the Christian community as catechists. This year's theme in the Archdiocese of Detroit is "Encounter Jesus Anew." On Catechetical Sunday we commission our parish families and catechists.

**New families to the St. Hugo of the Hills Religious Education Program are invited to meet in the school library on Monday, September 30, 2019, from 5:00 pm to 6:00 pm.** This is your opportunity to learn about the curriculum, class schedule, and Archdiocesan and Parish policies/procedures found in the **Family Faith Formation Handbook.**

**On Monday, October 7 (tentative), there will be an opening Religious Education Family Mass at 5:00 pm in the Church followed by a pizza dinner.** Parents, children, and catechists are invited to attend.

**Religious Education classes will begin promptly on Monday, October 14, and will run from 5:00 pm until 6:15 pm in the St. Hugo School building.** Text books, Sunday Missals (Grade 2-8), and book bags will be given to the children on that day.

**Over the summer months, if you have any questions, please contact me by phone at 248-283-2191 or by email at [barbara.yugovich@sthugo.org](mailto:barbara.yugovich@sthugo.org).**

**Summer Blessings!**

**Mrs. Barbara Yugovich, M.A., Parish Catechetical Leader**

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# RELIGIOUS EDUCATION (RE) OFFICE GENERAL INFORMATION

## RELIGIOUS EDUCATION STAFF

Mrs. Barbara Yugovich, M.A.....Parish Catechetical Leader

Mrs. LuAnne Mellis.....RE Administrative Assistant

## RELIGIOUS EDUCATION OFFICE PHONE NUMBERS

Mrs. Barbara Yugovich, M.A.....248-283-2191

Mrs. LuAnne Mellis, Administrative Assistant.....248-642-6062

## OFFICE HOURS

Monday ..... 10:30 am – 6:30 pm

Tuesday ..... 8:30 am – 4:30 pm

Wednesday ..... 8:30am – 4:30 pm

## CLASS TIMES

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

Sunday Morning Liturgy of the Word for Children – Ages 4-7 during 10:00 am Mass

Sunday Morning....Catechesis of the Good Shepherd – Age 4....12 noon – 1:00 pm

## CLASS LOCATIONS

Mondays: School Building

Always enter/depart through the Blue Awning on the south side of the School Building that face the upper-level Church parking lot.

Sundays: Church Building

Enter Christian’s Room, across the hall from the Parish Office.

## PARISH WEBSITE [WWW.STHUGO.ORG/RELIGIOUSEDUCATION](http://WWW.STHUGO.ORG/RELIGIOUSEDUCATION)

## CATECHIST ROSTER (TENTATIVE) 2019-2020

Grade	Catechist Name	Room
Pre-K	Barbara Yugovich, Sunday noon - CGS	Christian's Rm
K	Marijana Long	K-1
K		K-2
1	Doris Hanna	A-4
1	Bridget Gable	A-5
1		A-6
2	Stephanie Spinale	A-1
2	Linda Farinola	A-2
2	Carla Preston	A-3
3	John Ko	B-1
3		B-2
4	Kimberly DiSalle	B-3
4	Lucia Aguilar	C-1
5		C-2
5	Rana Hajjar	C-3
6		C-4
6		C-5
7	Wendy Paton	D-4
7	Richard Spiegel	D-5
8	Madelyn Teasley	D-7
8	Daniel Paton	D-8
8	Laurent Crosnier	D-9

**Substitute Catechists:** Linda Niemerg Clinton, Christina Malloy, Teresa Spillane (2<sup>nd</sup> Semester)

**Parking Lot/Hall Security:** Police and RE Adult Volunteers

**High School Aides:** Nick Hogan, Anna Paton, Maria Ortisi

CATECHIST MEETING DATES: A TIMESHEET WILL BE ON THE RE OFFICE DESK ONE WEEK PRIOR TO SIGN UP; YOU CAN MEET AS A GRADE-LEVEL TEAM IF YOU CHOOSE. NOVEMBER 11-13, 2019 / JANUARY 13-15, 2020 / MARCH 23-25, 2020 / END OF YEAR DINNER: MAY 11, 2020, 6:30PM

# VISION AND MISSION

## PARISH MISSION STATEMENT

The Catholic Community of St. Hugo of the Hills Parish will continue to evangelize and proclaim the Good News that Jesus Christ is Lord. We go forth as a sacramental parish in faith, hope and love to serve the family of God and to grow in our faith. (Revision anticipated 2019-2020)

## THE NEW EVANGELIZATION AND THE RENEWAL OF FAITH FORMATION PROGRAMS

### VISION

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

### MISSION

Our mission is to evangelize and catechize preschool through 8<sup>th</sup> grade children so they become joyful missionary disciples – powerful witnesses to the Gospel, well-formed in Catholic teaching, and sharing in the missionary mandate of the Church.

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

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

### MISSION (CONTINUED)

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

- Be intentional about pre-evangelization and evangelization.
  - "This means that 'catechesis' must often concern itself not only with nourishing and teaching the faith, but also with arousing it unceasingly with the help of grace, with opening the heart, with converting, and with preparing total adherence to Jesus Christ on the part of those who are still on the threshold of faith. This concern will in part decide the tone, the language and the method of catechesis" (CT 19).
- Guard the integrity of the content of the sacred deposit of faith.
  - "The person who becomes a disciple of Christ has the right to receive 'the word of faith' not in diminished form but whole and entire, in all its rigor and vigor" (CT 30).
- Employ suitable pedagogical (learning) methods.
  - "The content of catechesis has a natural hierarchy of truths. In order for the power of the Gospel to have its effect, "the communication of the riches of the content of catechesis should be organized in one way rather than another" (CT31).
- Prepare the disciple to participate in the missionary activity of the Church.
  - "Catechesis is likewise open to missionary dynamism. If catechesis is done well, Christians will be eager to bear witness to their faith, to hand it on to their children, to make it known to others, and to serve the human community in every way" (CT24).

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

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

#### Abbreviations

PFFC	AOD Office of Catechesis Parish Faith Formation Curriculum, 2019
CGS	Catechesis of the Good Shepherd
CT	On Catechesis in Our Time (Catechesis Tradendae)
CIC	Code of Canon Law
EG	The Joy of the Gospel (Evangelii Gaudium)
EN	Evangelization in the Modern World (Evangelii Nuntiandi)
LWC	Liturgy of the Word for Children
NCCB	National Conference of Catholic Bishops
PCL	Parish Catechetical Leader
UG	Unleash the Gospel
USCCB	United States Conference of Catholic Bishops



## PROGRAM INFORMATION & CURRICULUM

### GOALS

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

### CATECHETICAL TEXTBOOKS

The catechists facilitate the children’s growth in faith through weekly lessons from the We Believe Catholic Identity Series published by Sadlier. This series has been correlated with and meets the Archdiocese of Detroit Office of Catechesis Parish Faith Formation Curriculum (PFFC, 2019). This is also in compliance with the Archdiocese of Detroit’s time allotment requirements (190.1) and is found on the USCCB Conformity Listing of Catechetical Texts and Series (190.2). This program provides Prayer, Scripture, Church doctrine, lives of the Saints, discipleship, Church Seasons, and celebrations of our faith. There are family activities provided to engage parent and child to reinforce concepts studied in each week’s catechetical session. The 7<sup>th</sup> grade will include four lessons from Theology of the Body for Teens published by Ascension Press, which is an approved program in the Archdiocese of Detroit. The 8<sup>th</sup> grade will use Chosen by Ascension Press and We Live Our Faith by Sadlier in order to present contemporary Church History.

### ENGAGING IN FAITH WITH YOUR CHILD – WEEKLY CHAPTER WORK AND “CAR TALK” EMAIL

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

**Please review the chapter for each week** with your child and complete any unfinished work with your son/daughter. The purpose is two-fold: first, it reinforces for your child the lesson recently discussed; and second, it helps you to engage in faith conversations with your child. Also, older siblings and grandparents can participate in the weekly chapter work. All catechism lessons have been correlated with the Archdiocese of Detroit Office of Catechesis Parish Faith Formation Curriculum (AODFFC, 2019). Each Monday of RE Class an email with the subject, “**Car Talk**” will go to parents offering discussion points for the ride home focusing on the upcoming Sunday Gospel you will hear at Mass.

### LITURGY OF THE WORD FOR CHILDREN (LWC)

The Liturgy of the Word for Children is an opportunity for children - ages four through seven - to hear God’s Word in a way that young children can understand. **LWC is available on Sunday mornings at the 10:00 am Masses beginning October 6, 2019**, Parent volunteers facilitate this program. Please call the RE office to volunteer.

## PROGRAM INFORMATION & CURRICULUM (CONTINUED)

### CATECHESIS OF THE GOOD SHEPHERD – LEVEL ONE – FOR AGE 4 CHILDREN

Developed over 60 years ago by Sophia Cavaletti in Rome, the Catechesis of the Good Shepherd (CGS), Level One, is a Montessori-based catechetical program for the 3-6-year-old child who is capable of receiving and enjoying the most essential elements of our faith, experienced through Jesus the Good Shepherd. **In its fifth year, this program will offer catechesis for 4-year-old children during the 12 noon Mass. Mrs. Yugovich, who is a nationally certified catechist in the Catechesis of the Good Shepherd, will be the teacher for this session. The first day of Sunday CGS is Sunday, October 6, 2019. Register for Catechesis of the Good Shepherd (CGS) at [www.sthugo.org/religiouseducation](http://www.sthugo.org/religiouseducation).** Levels One, Two, and Three has been correlated with and meets the Archdiocese of Detroit Office of Catechesis Parish Faith Formation Curriculum (PFFC, 2019).

### CATECHIST FORMATION

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

### TRADITIONAL CATHOLIC PRAYERS

Parents and Catechists can collaboratively help our children to learn some important traditional prayers and creeds throughout the catechetical year. Included in this handbook, you will find a listing of the traditional prayers that your children needs to learn at each grade level, taking into consideration the age and abilities of each child.

### CIRCLE OF GRACE

The Archdiocese of Detroit and St. Hugo of the Hills Parish require that the Religious Education Program provide the Circle of Grace Program, a personal safe environments curriculum for Grades PreK-8. Each grade level has an age-appropriate lesson and vocabulary. Catechists are prepared to teach this lesson in advance. This year, the lesson will be taught on **Sunday, October 13, 2019, for Age Four children in the CGS Program, and on Monday, October 14, 2019.** If your child is absent for this lesson, it will be sent home for you to use with your child. If you have any questions, please contact Mrs. Barbara Yugovich, PCL, at 248-283-2191.

### DISCIPLESHIP PORTFOLIO

The Saint Hugo of the Hills Religious Education Program is incorporating a discipleship portfolio into our faith formation program this year. (AODFFC) Catechists are encouraged to observe and measure spiritual growth in their students by helping them to build a discipleship portfolio. This portfolio is a tool that encourages student self-reflection on his/her relationship with Jesus Christ. The portfolio includes various classroom assignments and activities associated with the experiential outcomes in the Religion Curriculum. Throughout the course of the year, the students are invited to select writings, drawings, prayers, etc., that reflect their relationship with Jesus and the Church. The catechist helps the students build the portfolio and reviews it several times during the year. At the end of the school year, the teacher completes a summary sheet of his/her observations of the student's spiritual growth.

### DISCIPLESHIP YEAR END SUMMARY SHEET

A Discipleship Year End Summary Sheet will be given to the parents at the end of the year to help assess the growth their children have experienced in their religious education sessions. (AODFFC) Please refer to the grade-level calendars for the timeframe of when you will receive this report.

### SUNDAY MASS AND SUNDAY MISSAL

Sunday Mass is vital for Catholic families in order to connect, celebrate, and grow with one another in faith. Family attendance at Mass is an expectation at St. Hugo of the Hills Parish. In preparation for each Sunday, Pre-K through Grade 1 catechists will use each week ***The Lectionary for Masses with Young Children*** (NCCB approved) to reflect with the children upon the gospel of the upcoming weekend. The Grades 2-8 catechists will use ***The Sunday Missal for Young Children*** to reflect with the children upon the gospel of the upcoming weekend. Grades 2-8 children will each receive a copy of ***The Sunday Missal for Young Children*** which you may use with them each week in class or take to Mass for your child's use. The ***Sunday Missal for Young Children*** is also a rich resource in breaking open God's Word with your children in preparation for your family's Sunday worship.

## SACRAMENT PREPARATION PROGRAM

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

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

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

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

### CATECHESIS FOR THE CELEBRATION AND RECEPTION OF THE SACRAMENT OF CONFIRMATION

After completing a program of catechetical preparation and with the approval of the Pastor, candidates may celebrate the Sacrament of Confirmation between the ages of 13 and 15 (eighth and ninth grades), except for those candidates of catechetical age who are preparing for full initiation into the Catholic Church (RCIA, 252, 259). This sacrament is celebrated annually at St. Hugo of the Hills Parish, according to the schedule and procedures established by the Archbishop's office. St. Hugo of the Hills Parish offers faith formation to parents who have children preparing for the celebration and reception of Confirmation for parish families who attend other Catholics schools or private schools and for youth and for families with youth seeking Confirmation who are beyond eighth grade. **The formation is conducted through the Parent Orientation and Sacramental Preparation Meetings, which is why attendance is vital.** The parents and children are provided with approved textbooks, Chosen, published by Ascension Press, and Confirmation, published by RCL Benziger. The Archdiocese of Detroit allows one sponsor per Confirmation Candidate. Sponsors must be confirmed Catholics over the age of 16 years, who are in full communion with the Catholic Church and actively participate in their parish (CIC 893, 874). **Following Confirmation, the 8<sup>th</sup> grade will use We Live Our Faith by Sadlier in order to present to them Contemporary Church History.**

## SACRAMENT PREPARATION PROGRAM (CONTINUED)

### SACRAMENT PREPARATION FOR OLDER CHILDREN

Families with a child beyond second grade who needs to be prepared for the Sacraments of Reconciliation and Eucharist will need to contact the Parish Catechetical Leader for an appointment. **Please provide a recent copy (within 6 months)** of your child's baptismal certificate if your child was baptized at a parish other than St. Hugo of the Hills Parish. For a child baptized in another Christian denomination, the RCIA for Children is appropriate. In this case, the Parish Catechetical Leader will coordinate this process with the Pastoral Associate.

### ARCHDIOCESE OF DETROIT SACRAMENT POLICIES

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

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

### ST. HUGO SACRAMENT POLICIES

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

Policy 1:

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

Policy 2:

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

Policy 3:

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

Policy 4:

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

Policy 5:

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

Policy 6:

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

### ATTENDANCE

#### **Absence**

Please phone (248-642-6062) or email the Religious Education Office as promptly as you are able of your child's absence. Please leave your full name and your child's name and grade and the reason for the excused absence. We request that absences be kept to no more than two per year in order for the child to effectively benefit from this year's religious education program. Sports attendance during religious education is not an excused absence.

#### **Released-Time for Religious Education**

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

#### **Arrival/Late Arrival**

Classes begin promptly at 5:00 pm. The Hall Monitor will open the classroom doors for your children at 4:55 pm and when the catechist is present. Please notify us no later than 3:00 pm by phone or email if you will be arriving more than 10 minutes late. When arriving late, please first sign in your child when you enter the building. Your child will be escorted to their classroom by an RE staff member or a volunteer aide.

#### **Early Dismissal**

You are also required to notify the Religious Education Office in advance of class when your child is in need of early dismissal. Please sign your child out from the Religious Education Office for early dismissals. We ask that early dismissals are limited to no more than two times per year. These are not done on a regular weekly basis. Please discuss ongoing circumstances with the Parish Catechetical leader.

#### **Vacations**

St. Hugo of the Hills Parish Religious Education Program builds their calendar around holidays and the Bloomfield Hills school district breaks in order to accommodate family vacations. Please plan trips according to these time frames.

### CLASSROOM CONDUCT

Students are expected to be respectful to the catechist and all adults. Inappropriate behavior will not be tolerated and will be addressed immediately by the Parish Catechetical Leader. A call to the child's parents will be made at that time.

#### **Cell Phones and Other Personal Electronic Devices**

Given that class sessions are only 75 minutes, it is reasonable to request student cell phones and personal electronic devices remain in the car. Parents who need to get an important message through to their child may call the Religious Education directly.

### CLASSROOM CONDUCT (CONTINUED)

#### **Parent and Catechist Communication**

All parent requests are communicated directly to Mrs. Yugovich. (Please see phone number/email address located on front page of this handbook.) Catechists communicate directly to Mrs. Yugovich regarding communications to parents.

#### **Damage to Classroom Materials and to Possessions of Other Students**

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

#### **Dress Code**

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

#### **Snacks/Food Allergies/Medications/Medical Release Form**

**Due to students with severe allergies, snacks-for any reason- are not permitted in the classrooms during the catechetical session. Please provide a snack for your child before they arrive for class.** No birthday treats will be allowed in the classrooms due to the shortness of class time and allergy concerns. Parents are required to indicate your child's allergies/medications on the registration form and provide an epi-pen (if applicable) to keep in an emergency. You will need to complete a medical release form for the RE Office to keep on file for each of your children attending the RE Program. This form is be filled out on the website and is required to be completed before your child enters the classroom.

#### **Supplies and Books**

All books and supplies that the students need during class will be provided. The students' books will be going home each week. A book bag will be given to each child. Be sure to write your child's name on the outside of the book bag the first week. Materials in the bag need to also be marked with the child's name. Bringing the books home each week will allow parents to have greater involvement in the weekly lessons with their child. Weekly Family Handouts and notes will also be placed in these book bags. Each week, pack each child's Sunday Missal (Grades 2-8). Please have your child use the Missals at Sunday Mass.

#### **Lost and Found**

Articles of clothing found after catechetical sessions will be kept in the Religious Ed Office for one week. If articles are marked, you will be notified by phone.



## POLICIES/PROCEDURES (CONTINUED)

### BUILDING SECURITY

In keeping with the guidelines established by the Archdiocese of Detroit, the St. Hugo Religious Education Program has established policies to control foot traffic in the building during class sessions.\* Hence, parents and others are not permitted to walk through the building during class time. Also, all entrance and exit to and from the building is through one set of doors, those on the south side of the school building nearest the upper church parking lot. We will continue to have a police car at the entry this year. The Religious Education Program volunteers monitor the hallways during class time. The St. Hugo pastoral staff has approved these measures as reasonable means of maintaining a safe, secure environment for all Religious Education students during class sessions. If you wish to be a hall monitor, please contact Mrs. Yugovich. Catechists, aides, and hall monitors may be identified by the blue vests they are wearing during class.

\*"Protecting God's Children", Office for Safe Environments, Archdiocese of Detroit, 2005.

### EMAIL/PHONE COMMUNICATIONS/UPDATES

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

#### **Website**

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

### EMERGENCIES

#### **Emergency Closings**

Winter weather conditions and building problems sometimes dictate the closing of the Religious Education sessions. Whenever it is announced via TV/radio that there is no school for the Bloomfield Hills Schools, there is automatically no school for both St. Hugo School and for the Religious Education Program. Closings will also be posted on the Parish website. If an emergency occurs during Religious Education class time that requires cancellation of class, all students will be supervised until arrangements can be made for students to be safely picked up by a parent/guardian.

#### **Fire Safety**

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

### EMERGENCIES (CONTINUED)

#### **Tornado Warning**

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

#### **Tornado Watch**

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

#### **Bomb Threats**

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

#### **Shelter-in-Place Procedures**

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

#### **Medical/Medical Release Form**

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

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

#### **Student Emergency Information:**

Each child is to have on file in the Religious Education Office current emergency information citing the parent(s) or legal guardian(s) telephone numbers both at work and at home, and a designated adult, including his/her telephone numbers, who can be contacted in the event of an emergency. **The emergency information is included on the Registration Form and must be dated and signed by the parent(s) or legal guardian(s) before a child begins RE class. It is the parent’s responsibility to keep the emergency information updated, particularly of changed phone numbers and email addresses. Please contact LuAnne Mellis to update student emergency information.**

### STUDENT DROP-OFF/PICK-UP

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

#### **Parking Lot Procedure/Traffic Flow**

All drop off and pick up of students occurs from the main church parking lot located between the school building and the main church. Enter and Exit only through the Blue Awning. Please see the enclosed Parking Lot map for details. Your compliance with the established traffic flow procedures helps everyone to arrive and depart safely. We thank you in advance for your cooperation.

#### **Arrival and Departure for Religious Education Classes**

Parents and children in all grades are to use the doors on the south end of the Saint Hugo School building to enter and exit the building through the Blue Awning. When coming in to pick up, parents are asked to remain at the bottom of the steps by the Religious Education Office until the dismissal bell rings. All access doors throughout the building are locked with the exception of the doors on the south side of the school building nearest the upper church parking lot. For safety, please do not use any other entrance for drop off or pick up of students.

A police car is on duty in the parking lot from drop-off through pick-up to maintain an orderly, safe environment for your children. Parents, please help us by always physically holding onto younger children, by walking next to your child, and by not allowing your child to run ahead of you in the parking lot.

#### **PLEASE NOTE:**

##### **Grades Pre-K, K, 1, & 2**

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

##### **Grades 3-8**

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

##### **Late Pick-up**

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

### SAFE ENVIRONMENTS POLICIES FOR ADULTS AND TEENS

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

If you want to volunteer in the Religious Education Program, please contact Mrs. Yugovich at 248-283-2191 to fulfill these Safe Environment Policies.

### SPORTS TEAMS ELIGIBILITY

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

1. St. Hugo will accept children of non-parishioners as students in our RE Program. This is meant as a courtesy to our neighboring parishes as well as a means of accommodating parents who have serious scheduling conflicts due to work, etc., with the time/day their home parish offers Religious Education classes.
2. Children from other parishes who attend RE class at St. Hugo are not eligible to play on St. Hugo School sports teams. This is reserved for children of St. Hugo parishioners.
3. Children of registered parishioners of St. Hugo who are enrolled in our RE Program before the Registration Deadline (September 15, 2019 for the 2019-2020 year) are eligible to play on St. Hugo School sports teams.
4. Students participating on a St. Hugo School sports team must be registered in the RE Program and attend RE classes regularly. Failure to do so will result in suspension of that student from the sports team.
5. If a family registers in the parish after the RE Registration Deadline (September 15, 2019 for the 2019-2020 year) and registers their child in Religious Education, that child will not be eligible to play for St. Hugo School teams until the following class year.

## TUITION INFORMATION

### FOR ST. HUGO OF THE HILLS PARISHIONERS (AGE 4 – GRADE 8)

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

### FOR NON-PARISHIONERS (AGE 4 – GRADE 8)

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

### LATE FEE

Applied to any returning RE student registering after the registration deadline (September 15, 2019).

### FEES FOR SACRAMENT PREPARATION

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

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

### LOST BOOK FEE

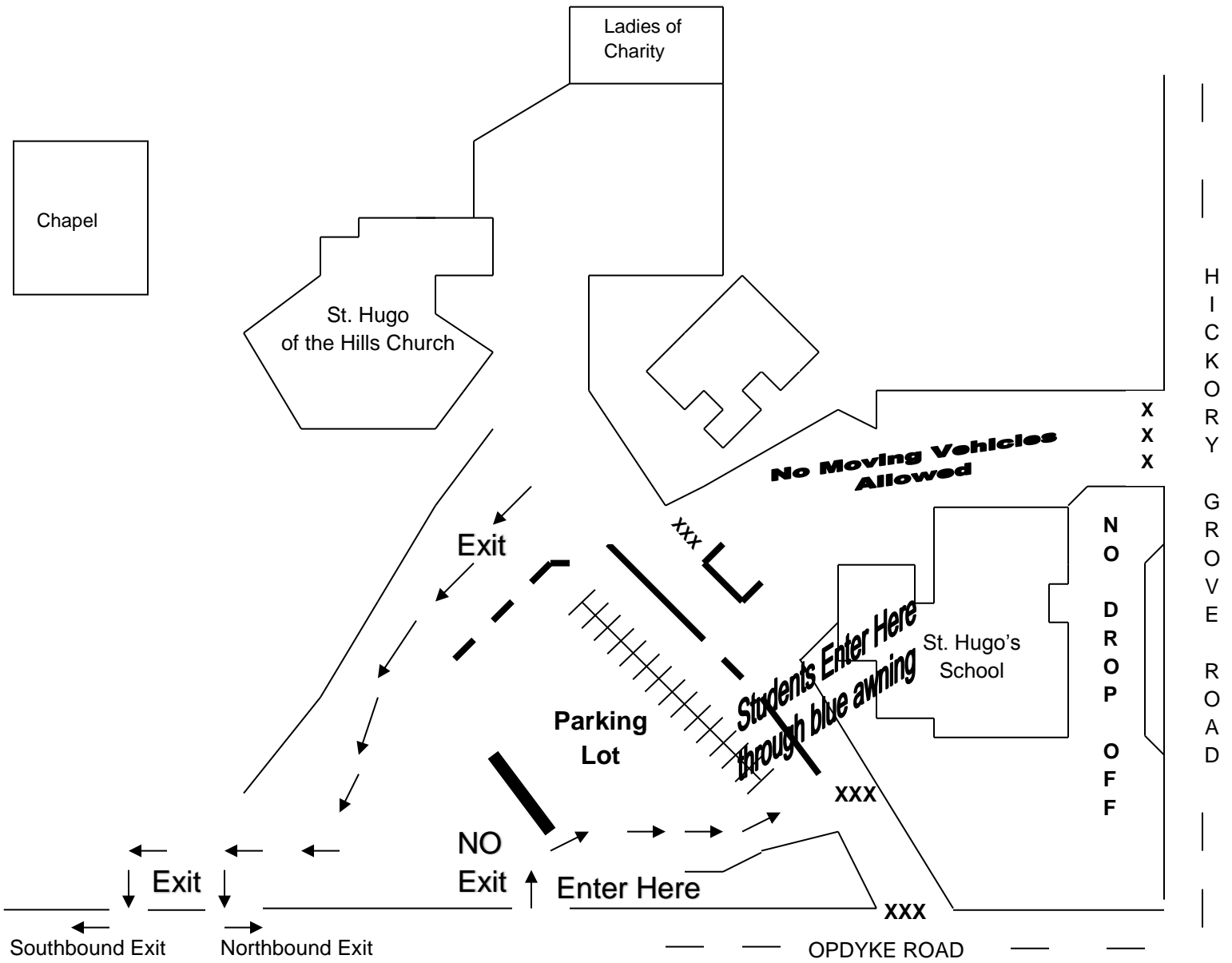
\$20.00

### SPECIAL FINANCIAL ARRANGEMENTS

**Tuition assistance is available for families:**

Please contact the Mrs. Barbara Yugovich, the Parish Catechetical Leader:  
248-283-2191

# MAP OF TRAFFIC PATTERN



# ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR 2019-2020 – GRADES K, 1, 3, 4, 5, 6

<b>Date - Mondays</b>	<b>Class</b>	<b>Description</b>
September 30	No Class	New Parent Orientation Meeting, 5pm - School Library
October 7	1	RE Family Mass & Pizza Dinner, 5pm - Church
October 14	2	Chapter 1 <b>Circle of Grace</b>
October 21	3	Chapter 2 <b>5:00pm - Fire Drill</b>
October 28	4	Chapter 3
November 4	5	Chapter 4
November 11	6	Chapter 5
November 18	7	Chapter 6
November 25	8	Chapter 7
December 2	9	Chapter 8 <b>Reconciliation Gr. 3-8 in Church</b>
December 9	10	Chapter 9 & 13 (Advent Lesson)
December 16	11	Chapter 10 & 14 (Christmas Lesson)
December 23/30	No Class	Christmas Break/New Year's Break
January 6	12	Chapter 11
January 13	13	Chapter 12
January 20	No Class	MLK Day
January 27	14	Chapter 15
February 3	15	Chapter 16 <b>+Blessing of Throats</b>
February 10	16	<b>Celebrate Marian Feast in Church</b> (Complete Ch. 17 at Home)
February 17	No Class	Winter Break
February 24	17	Chapter 18
March 2	18	Chapter 19 <b>+ Ashes in Classroom</b>
March 9	19	Chapter 20 <b>Reconciliation Gr. 2-8 in Church</b>
March 16	20	Chapter 22 <b>Stations in Church</b>
March 23	21	Chapter 23
March 30	No Class	Spring Break (Complete Ch. 24 at Home)
April 6	22	Chapter 21 (Triduum Lesson)
April 13	No Class	Easter Break
April 20	23	Chapter 25
April 27	24	Chapter 26 <b>Year End Summaries Go Home</b>
May 4 (Last Class)	25	RE Family Mass, 5pm – Church
May 11		Catechist End-of-Year Gathering

## Christmas Eve Family Mass, December 24, 4:00 PM

- 1) Email sign-up, Gr. K-8: December 1-8 to [barbara.yugovich@sthugo.org](mailto:barbara.yugovich@sthugo.org)
- 2) Practice: Saturday, December 14, 11:00 AM -12:30 PM
- 3) Arrive: December 24 at 2:30 PM

## ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR 2019-2020 – GR. 2 FIRST RECONCILIATION & EUCHARIST

<u>Date - Mondays</u>	<u>Class</u>	<u>Description</u>
September 30	<u>No Class</u>	New Parent Orientation Meeting, 5pm-School Library
October 7	1	RE Family Mass & Pizza Dinner, 5pm - Church
October 14	2	Chapter 1 <b>Circle of Grace / Distribute Reconciliation Books</b>
October 21	3	Chapter 2 <b>5pm Fire Drill</b>
October 24 (Thursday)	<u>Church</u>	Reconciliation Child/Parent Mtg. #1, 7pm - Church
October 28	4	Chapter 3 <i>(Home Purple Reconciliation BK, Chap. #1)</i>
October 30 (Wed.)	<u>Church</u>	Reconciliation Child/Parent Mtg. #1, 7pm - Church
November 4	5	Chapter 4 <i>(Home Purple Reconciliation BK, Chap. #2)</i>
November 11	6	Chapter 5 <i>(Home Purple Reconciliation BK, Chap. #3)</i>
November 18	7	Chapter 6 <i>(Home Purple Reconciliation BK, Chap. #4)</i>
November 25	8	Chapter 7 <i>(Home Purple Reconciliation BK, Chap. #5)</i>
December 2	9	Chapter 8 & 13 <i>(Home Purple Reconciliation BK, Chap. #6)</i>
December 9	10	Chapter 9 <b>Gr. 2 Reconciliation Practice #1</b>
December 16	11	Chapter 10 & 14
December 23/30	<u>No Class</u>	Christmas Break/New Year's Break
January 6	12	Chapter 11 <b>Gr. 2 Reconciliation Practice #2</b>
January 11 (Saturday)	<u>No Class</u>	<b>Celebration of First Reconciliation, 11am - Church</b>
January 13	13	Chapter 12 <b>Distribute 1<sup>st</sup> Eucharist Books</b>
January 20	<u>No Class</u>	MLK Day
January 27	14	<b>First Eucharist Plate Painting in class</b> <i>(Complete Ch. 15 at Home)</i>
February 3	15	Chapter 16 <b>+Throat Blessing</b> <i>(Home Blue Eucharist BK, Ch. #1)</i>
February 10	16	<b>Celebrate Marian Feast in Church</b> <i>(Home Blue Eucharist BK, Ch. #2)</i>
February 17	<u>No Class</u>	Winter Break
February 24	17	Chapter 17 <i>(Home Blue Eucharist BK, Ch. #3)</i>
March 5 (Thursday)	<u>No Class</u>	Eucharist Child/Parent Mtg. #2, 7pm - Church
March 2	18	Chapter 18 <b>+Ashes in Classroom</b> <i>(Home Blue Eucharist BK, Ch. #4)</i>
March 12 (Thursday)	<u>No Class</u>	Eucharist Child/Parent Mtg. #2, 7pm - Church
March 9	19	<b>Reconciliation Gr. 3-8 in Church</b>
March 16	20	Chapter 19 & 20 <b>Stations in Church</b> <i>(Home Blue Euch. BK, Ch. #5)</i>
March 23	21	Chapter 21 & 22 <i>(Home Blue Eucharist BK, Ch. #6)</i>
March 30	<u>No Class</u>	Spring Break <i>(Complete Ch. 23 at Home)</i>
April 6	22	<b>Gr. 2 Eucharist Practice #1</b> <i>(Complete Ch. 24 at Home)</i>
April 13	<u>No Class</u>	Easter Break <i>(Complete Ch. 25 at Home)</i>
April 20	23	<b>Gr. 2 Eucharist Practice #2</b>
April 25 (Saturday)	<u>No Class</u>	<b>Celebration of First Eucharist, 11am - Church</b>
April 26 (Sunday)	<u>No Class</u>	<b>Celebration of First Eucharist, 2pm - Church</b>
April 27	24	Chapter 26 <b>Year End Summaries Go Home</b>
May 4 (Last Class)	25	RE Family Mass, 5pm - Church
May 11		Catechist End-of-Year Gathering



# ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR 2019-2020 – GRADE 7

<b>Date - Mondays</b>	<b>Class</b>	<b>Description, We Live Our Faith/Theology of the Body</b>
September 30	No Class	New Parent Orientation Meeting, 5pm - School Library
October 7	1	RE Family Mass & Pizza Dinner, 5pm - Church
October 14	2	WLOF: Chapter 1 <b>Circle of Grace</b>
October 21	3	WLOF: Chapter 2 <b>5:00pm - Fire Drill</b>
October 28	4	WLOF: Chapter 3
November 4	5	WLOF: Chapter 4
November 11	6	WLOF: Chapter 5
November 18	7	WLOF: Chapter 6
November 25	8	WLOF: Chapter 7
December 2	9	<b>Reconciliation Gr. 3-8 in Church</b>
December 9	10	WLOF: Chapter 8
December 16	11	WLOF: Chapter 9
December 23/30	No Class	Christmas Break/New Year's Break
January 6	12	WLOF: Chapter 10
January 13	13	WLOF: Chapter 11
January 20	No Class	MLK Day
January 27	14	WLOF: Chapter 12
February 3	15	WLOF: Chapter 13 <b>+Blessing of Throats</b>
February 10	16	<b>Celebrate Marian Feast in Church</b> (Complete WLOF: Ch. 14 at Home)
February 17	No Class	Winter Break
February 24	17	WLOF: Chapter 15
March 2	18	WLOF: Chapter 16 <b>+ Ashes in Classroom</b>
March 9	19	<b>Reconciliation Gr. 2-8 in Church</b>
March 16	20	WLOF: Chapter 17 <b>Stations in Church</b>
March 23	21	TOTB: Chapter 5
March 30	No Class	Spring Break
April 6	22	TOTB: Chapter 6
April 13	No Class	Easter Break
April 20	23	TOTB: Chapter 7
April 27	24	TOTB: Chapter 8 <b>Year End Summaries Go Home</b>
May 4 (Last Class)	25	RE Family Mass, 5pm - Church
May 11		Catechist End-of-Year Gathering

# ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR 2019-2020 – GRADE 8 CONFIRMATION & CHURCH HISTORY

<b>Date - Mondays</b>	<b>Class</b>	<b>Description, Texts: Chosen/We Live Our Faith</b>
September 30	<b>No Class</b>	New Parent Orientation Mtg. 5pm-School Library
October 7	1	RE Family Mass & Pizza Dinner, 5pm - Church
October 10 (Thursday)	<b>Church</b>	Youth/Parent Mtg. #1, Confirmation Gifts -7pm
October 14	2	<b>Circle of Grace &amp; distribute sacrament book</b> Red Conf. BK, Ch. #1)
October 17 (Thursday)	<b>Church</b>	Youth/Parent Mtg. #1, Confirmation Gifts -7pm
October 21	3	Chosen: Ch. 1 <b>5:00pm - Fire Drill</b> ( Red Conf. BK, Ch. #2)
October 26 (Saturday)	<b>Parish Hall</b>	Confirmation Retreat (1pm-4:45pm) - Parish Hall
October 27 (Sunday)	<b>Parish Hall</b>	Confirmation Retreat (1pm-4:45pm) - Parish Hall
October 28	4	Chosen: Ch. 2 (Home Red Conf. BK, Ch. #3)
November 4	5	Chosen: Ch. 3 (Home Red Conf. BK, Ch. #4)
November 11	6	Chosen: Ch. 4
November 14 (Thursday)	<b>Church</b>	Confirmation Youth/Parent Mtg #2, The Rite-7pm
November 18	7	Chosen: Ch. 5 (Home Red Conf. BK, Ch. #5)
November 21 (Thursday)	<b>Church</b>	Confirmation Youth/Parent Mtg #2, The Rite-7pm
November 25	8	Chosen: Ch. 6
December 2	9	<b>Reconciliation Gr. 3-8 in Church</b>
December 9	10	Chosen: Ch. 9 (Home Red Conf. BK, Ch. #7)
December 16	11	Chosen: Ch. 12 (Home Red Conf. BK, Ch. #8)
December 23/30	<b>No Class</b>	Christmas Break/New Year Break
January 6	12	Chosen: Ch. 13
January (Sun., Jan. 12 (1pm-5pm) and Jan 14-17 (4pm-8pm)	<b>By Appt</b>	<b>Confirmation Interviews-Letter to Pastor - Parish Office</b>
January 13	13	<b>Grade 8 Confirmation Practice #1</b>
January 20	<b>No Class</b>	MLK Day
January 27	14	<b>Grade 8 Confirmation Practice #2</b>
February 1 (Saturday)	<b>Church</b>	<b>Celebration of Confirmation, 11am</b>
February 3	15	WLOF: Unit 4, Ch. 17 <b>+Throat Blessing</b>
February 10	16	<b>Celebrate Marian Feast in Church</b> (Complete WLOF: Ch. 19 at home)
February 17	<b>No Class</b>	Winter Break
February 24	17	WLOF: Unit 4, Ch. 19
March 2	18	WLOF: Unit 4, Ch. 20 <b>+ Ashes in Classroom</b>
March 9	19	<b>Reconciliation Gr. 2-8 in Church</b>
March 16	20	WLOF: Unit 4, Ch. 21 <b>Stations in Church</b>
March 23	21	WLOF: Unit 4, Ch. 22
March 30	<b>No Class</b>	Spring Break
April 6	22	WLOF: Unit 4, Ch. 23
April 13	<b>No Class</b>	Easter Break
April 20	23	WLOF: Unit 4, Ch. 24
April 27	24	WLOF: Unit 4 Assessment <b>Year End Summaries Go Home</b>
May 4 (Last Class)	25	RE Family Mass, 5pm – Church <b>Potluck</b>
May 11		Catechist End-of-Year Gathering

**ST. HUGO OF THE HILLS RELIGIOUS EDUCATION CALENDAR  
2019-2020 – SACRAMENT PREPARATION & SACRAMENTS**

**Grade 2 - Reconciliation & First Eucharist**

Additional information will be provided in a packet you will receive at Meeting #1.

Sacrament Books will be distributed in the classrooms.

**Meeting #1 – Grade 2 Children & Parents – Reconciliation Meeting (7-8:30pm)**

October 24, 2019 (Thursday - Church) or October 30, 2019 (Wednesday – Church)

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

January 11, 2020 (Saturday)

**Meeting #2 – Grade 2 Children & Parents – Eucharist Meeting (7-8:30pm)**

March 5, 2020 (Thursday – Church) or March 12, 2020 (Thursday – Church)

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

April 25, 2020 (Saturday) 11:00am Mass (Does NOT fulfill Sunday Obligation)

April 26, 2020 (Sunday) 2:00pm Mass (Does fulfill Sunday Obligation)

*Practices for the First Reconciliation and First Eucharist Celebrations will be during Class Time.*

**Grade 8 – Confirmation**

Additional information will be provided in a packet you will receive at Meeting #1.

Sacrament Books will be distributed in the classrooms.

**Meeting #1 – Grade 8 Youth & Parents – Confirmation Gifts Meeting (7-8:30pm)**

October 10, 2019 (Thursday - Church) or October 17, 2019 (Thursday - Church)

**Grade 8 Confirmation Retreats – St. Hugo of the Hills Parish Hall (1:00-4:45pm)**

October 26, 2019 (Saturday) or October 27, 2019 (Sunday)

**Meeting #2 – Grade 8 Youth & Parents – Confirmation Rite Meeting (7-8:30pm)**

November 14, 2019 (Thursday - Church) or November 21, 2019 (Thursday - Church)

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

Sunday, January 12 & Jan. 14-17 (Sunday 1:00pm-5:00pm & Tuesday-Friday 4:00pm – 8:00pm)

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

February 1, 2020 (Saturday)

*Practices for the Confirmation Celebration will be during Class Time.*

**LITURGY OF THE WORD FOR CHILDREN (LWC)  
CALENDAR  
2019-2020 – AGES 4 - 7**

Please register your age 4-7child at: [www.sthugo.org/religiouseducation](http://www.sthugo.org/religiouseducation) to participate in the Liturgy of the Word for Children at the 10:00am Mass. This program depends on the volunteer support of Adults/Parents in our Parish. (Materials are provided for each Sunday Liturgy of the Word. (A Background Check and attending *Protecting God's Children Evening Program* is required.) Please contact Mrs. Barbara Yugovich, PCL, to volunteer as an LWC Facilitator at: 248-283-2191.

- Training:** To be scheduled between PCL and Volunteer
- Week 1:** October 6 (First LWC Session)
- Week 2:** October 13
- Week 3:** October 20
- No LWC October 27 (Confirmation Retreat)**
- Week 4:** November 3
- No LWC November 10 (CC Meeting)**
- Week 5:** November 17
- Week 6:** November 24
- No LWC December 1 (Thanksgiving)**
- Week 7:** December 8
- No LWC December 15, 22, 29, & January 5 (Christmas Break)**
- No LWC January 12 (Confirmation Interviews)**
- Week 8:** January 19 (LWC Resumes)
- Week 9:** January 26
- Week 10:** February 2
- Week 11:** February 9
- No LWC February 16 (Winter Break)**
- Week 12:** February 23
- Week 13:** March 1
- Week 14:** March 8
- Week 15:** March 15
- Week 16:** March 22
- Week 17:** March 29 (Final LWC Session)
- No LWC April 5 & 12 (Palm Sunday & Easter)**


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

**Christmas Eve  
Family Mass December 24  
4:00 PM**

Watch for Email Blast to families on Sunday, Dec. 1<sup>st</sup>  
Email sign-up, Gr. K-8:  
Begins: December 2<sup>nd</sup>  
to:  
[barbara.yugovich@sthugo.org](mailto:barbara.yugovich@sthugo.org)

**Practice in Church  
Saturday, December 14, 2019  
11:00 AM -12:30 PM**

**Angels & Shepherds  
Arrive at Church in Costume  
On  
December 24 at 2:30 PM**



**CATECHESIS OF THE GOOD SHEPHERD (CGS)  
CALENDAR 2019-2020  
4-YEAR-OLD LEVEL ONE PROGRAM**

Once registered for CGS, each family will be scheduled to one of two orientation sessions to introduce the Atrium to the parent and child. Please contact Mrs. Yugovich at: 248-283-2191.

**Week 1:** October 20 (1<sup>st</sup> grp. of Parent/Child Orientation (11:30am- Noon))

**No CGS October 27 (Confirmation Retreat)**

**Week 2:** November 3 (2<sup>nd</sup> grp. of Parent/Child Orientation 11:30am-12 Noon)

**No CGS November 10 (Meeting)**

**Week 3:** November 17 (First total group of children in the Atrium)

**Week 4:** November 24

**No CGS December 1 (Thanksgiving Weekend)**

**Week 5:** December 8

**Week 6:** December 15

**No CGS December 22, 29, & January 5 (Christmas Break)**

**Week 7:** January 12

**Week 8:** January 19

**Week 9:** January 26

**Week 10:** February 2

**Week 11:** February 9

**Week 12:** February 16

**Week 13:** February 23

**Week 14:** March 1

**Week 15:** March 8

**Week 16:** March 15

**Week 17:** March 22

**Week 18:** March 29

**No CGS April 5 & 12 (Palm Sunday & Easter)**

**Week 19:** April 17

**Week 20:** April 19 (Final Class)



Sunday Mornings:  
12:00 NOON - 1:00  
PM

(In Christian's Room)  
The Atrium

The Atrium is the  
special place where The  
Catechesis of the Good  
Shepherd  
Is presented.

Class is limited to no  
more than 6-10  
students.

Parents must remain in  
The Church Building  
during class.

Mrs. Barbara Yugovich,  
Parish Catechetical  
Leader

Certified CGS  
Catechist:  
Levels 1 & 2

# REQUIRED PRAYERS IN GRADES PRE-K -8

## TO BE TAUGHT BY PARENTS AND CATECHISTS

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### THE OUR FATHER (GRADES PRE K-1)

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

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### ACT OF CONTRITION (GRADES 1-2)

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

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### THE LORD'S PRAYER (GRADES K-2)

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

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### HAIL MARY (GRADES K-3)

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

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### APOSTLES CREED (GRADES 4-5)

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

## REQUIRED TRADITIONAL PRAYERS

### PARENTS & CATECHISTS (CONTINUED)

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#### THE NICENE CREED (GRADES 6-8)

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

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

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

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

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

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

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#### THE LAYING ON OF HANDS PRAYER (GRADE 8)

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

