

CCD Parent Information Packet

St. Monica Parish

Grades 1- 5

September, 2023

On behalf of Fr. Homic, our Catechists and myself, I would like to welcome back all CCD students and their families. I hope that the information contained in this Parent Information Packet will be useful to you as we proceed throughout the school year. If at any time you have any questions or concerns about our CCD program, I invite you to give me a call at 345-1658. We are looking forward to another successful year of learning the wonders of the Catholic Faith.

--Anne Fackler

--CCD Coordinator

CCD Teachers for 2023 - 2024—Below is a list of our CCD teachers, aides and subs for this year. Once your child is assigned a classroom, please take a moment to introduce yourself to your child's teacher(s). The teachers all want to know their students' parents. Our student to teacher ratio is very low, as usual. We hope this will provide us with a very pleasant learning atmosphere for all.

Teachers – Jessica Farrer, Kathleen Hess, JoAnna Lanka, Michel Miller, Leah Tundevold and Janet Wheeler

Aides & Subs – Joe Clift, Matt Fackler, Deb Garofola, Bridget Hahn, Tina Kuchenbuch, Mary Mick, Diana Raich, Colleen Roemer, Maggie Transue and Rosalie Wright

Virtus Training for Parents--Any parent who wishes to attend class with their child must complete the Virtus Touching Safety Program conducted by the diocese. This is necessary if you attend just one or all of your child's classes. Please see Anne Fackler to register for this class and to file the necessary paperwork.

Sacraments require 2-3 Years of CCD--Confirmation and First Communion are multi-year programs typically starting in the 6th and 1st grade. You must attend our program for 6th, 7th & 8th grade to be confirmed at the end of 8th grade. You must attend our program for both 1st & 2nd grade to receive 1st Penance & 1st Communion at the end of 2nd grade.

Sacraments occur at Home Parish. Only—In order to receive the sacraments of First Penance, First Communion or Confirmation with the other CCD and school students at St. Monica Parish during the spring of 2024, your family must be registered members of the parish by October 7, 2023. Later parish registrations will result in private celebrations of the sacraments or will occur during the fall of 2024.

Textbooks—Textbooks are handed out at CCD registration. If we ran out of books at registration, we have now ordered them for you.

Snack Policy—We will have snacks during CCD this year. However, there are some rules for your safety. To avoid accidentally using someone else's cup, we will not provide drinks for students. However, drinking fountains are now open. Anyone wishing to have a drink during CCD is encouraged to bring his or her own bottle of water. Please put your child's name on the bottle. Parents will be encouraged to sign-up to bring a snack for students. These snacks must be store bought and individually wrapped so each person gets a safe treat. If you wish to sign-up, please see your child's teacher.

Inclement Weather—If it is necessary to cancel CCD, we will email all families at least 45 minutes or more before the beginning of class. Please be sure the email address on your registration form is legible and one you access often.

Please use our New Website—You will find information about CCD for grades 1 - 5 or grades 6 - 8, as well as information about the sacraments of First Penance, First Communion and Confirmation. Our web address is www.stmonicachurchkzoo.com.

Parent CCD Information Packet
St. Monica Parish
Grades 1- 5
Page 2

CCD Entrance—Due to safety concerns, we will not use the west entrance of the school (near the rectory) for CCD. However, both the north and south entrances to the front school lobby are available each evening for both drop off and pick-up. There should be ample parking near this entrance for all families.

Dismissal—Parents or a designated adult must pick-up their children **personally** from their classrooms, not from the parking lot or hallway. No students, regardless of their age, will be released to the parking lot or the hallway alone or with their older CCD siblings. Siblings old enough to drive can pick up students.

Safety Policy—For safety reasons, we must keep the building locked during CCD classes. Doors will be locked at all times. We will have a staff member posted in the front lobby from 5:30 – 6:10 p.m. and again at 7:05 p.m. every Monday. If you need to enter the building between 6:10 and 7:05 p.m., please call Anne on the cellphone (269-270-9814) and I will meet you at the door and let you in. You may also take your chances by knocking on the front lobby door and hope we are close by enough to hear you.

There has been a large increase in panhandlers approaching cars and individuals in our parking lot. Please try to resist giving them cash. Once safely in our building, please inform Anne Fackler immediately. Do not let them enter the school. If this is an issue for you, please have them speak to Anne Fackler directly.

Cellphone number—If you have an emergency and need to contact either Anne Fackler or your child during CCD, please call my cellphone at 269-270-9814. This is the CCD cellphone line. If you call the school you will get their voicemail, only. If you need to reach me anytime other than during CCD, please call me at 345-1658. Thank You.

St. Monica Classrooms—We would like to remind students and parents that we are guests in St. Monica's School classrooms. Please remind your children not to open or touch anything inside the desks or lockers. Writing on the boards is forbidden, except for the teachers!

Discipline Policy—Each teacher will set individual rules for their classroom. If your child has trouble following classroom rules, they will receive a verbal warning. If their behavior continues, they will be sent to Anne Fackler. After a chat with Mrs. Fackler they will return to class. If they still are unable to behave without disturbing the class, their parents will be contacted. A parent would then need to attend CCD classes and sit with their child to ensure proper discipline for the rest of the year. Unless it is a situation of safety, the child will always be welcome at CCD. However, discipline will now be the job of the parent and teaching will be the primary task for the catechist.

Absences—Of course we hope you will attend every class. However, illnesses and other emergencies do occur. If you miss class, please speak to your child's teacher. They will give you any missed material so your child can catch up with your assistance at home. Getting too far behind can be very discouraging for your child.

New Touching Safety Program—The diocese has decided to start a new touching safety program called the *Goretti Project*. This new parent-led program can be used by all interested families. Instruction and consent forms will be given to all parents in September.

Restroom Breaks—Each teacher handles restroom breaks differently. It can be terribly disruptive if a student cannot make it 10 minutes before they, and then suddenly 6 other students must use the bathroom. We encourage you to have your children use the restroom before they enter the classroom for the evening. Thank you.