

455 N. Benton Street
Palatine, IL 60067
(847) 359-2846
FAX: (847-202-8941
Elizabethv@sttheresachurch.org

May 11, 2009

Dear Parents/Guardians:

Religious Education classes have ended for this year, so it is time to register for the 2009-2010 Religious Education Program. Please return your registration to the Religious Education Office no later than **July 22, 2009**. Your promptness helps us in planning for the upcoming year with supplies, catechists, number of sessions per grade level, etc. Another packet will be e-mailed to you in August (if e-mail address is provided) with the class day, room assignment, and the calendar for the year. If you have not been a part of our program before, **a copy of each child's Baptismal certificate is required to have on file** unless your child was baptized at St. Theresa. If your child was Baptized at St. Theresa, please provide your child's birth date so that we can look up the Baptism in the parish records. Please also provide the name and address of the parish and the dates if your child(ren) attended another Religious Education Program.

It is important for each child to attend classes at least one year prior to a Sacramental year, and we strongly encourage enrolling your child(ren) for all consecutive years to receive a more well-rounded education of our Catholic Faith. It is also important for every child to be in class each week and attend Mass on Sunday. In preparation for Confirmation, service hours in family, church, and community are required. We want each student to experience at least one hour of service in each category and complete a total of 24 hours. Students can start working on service hours over the summer.

Each year, we have children who are entering third grade or older who have not received Reconciliation, but have received Baptism and Communion. A preparation class will be offered the week of August 10 – 13, 2009. Please see the enclosed information sheet for details and to sign up for this class. Each summer, Vacation Bible School has been offered for the younger children in July. This summer, Vacation Bible School will be July 13-17, for entering Kindergarten – 5th grade. If you are new to the program and interested in information for VBS, please contact the Religious Education Office.

This program could not be successful without you, the parents! We hope that what we teach in class is supplemental and complimentary to what your children are learning at home. Reinforcing the basic teachings of our faith will help your children to become stronger Catholics. I want to encourage you to take an active role in your child(ren)'s spiritual growth by attending Mass weekly and taking the time to discuss what is being taught in class each week. We are always seeking new catechists, substitutes, aides, and volunteers who enjoy working with children and want to grow in their own faith. If you are interested, please call to discuss these options further or fill out the information on the volunteer sheet included in this packet. May God bless you and your family.

Through Christ's love,

Elizabeth Vogt
Director of Religious Education

ST. THERESA RELIGIUS EDUCATION

455 N. Benton St., Palatine, IL 60067, 847-359-2846

REGISTRATION INFORMATION 2009 – 20010

Registrations may be returned by mail or in person to the Religious Education Office. Please turn in your registration no later than July 22, 2009. Session times are assigned on a first-come, first-served basis. Your prompt registration helps us to prepare for the new school year. Thank you for your cooperation in this process.

SESSION TIMES

Kindergarten and 1st – 3rd Grade:

- Tuesday, 4:30pm – 6:00pm at St. Theresa School
- Saturday, 9:00am – 10:30am at St. Theresa School

4th – 7th Grade:

- Tuesday, 4:30pm – 6:00pm at St. Theresa School
- Tuesday, 6:30pm – 8:00pm at St. Theresa School
- Saturday, 9:00am – 10:30am at St. Theresa School

Confirmation:

- Monday, 6:30pm – 8:00pm (meet in the catechist's home)
- Tuesday, 6:30pm – 8:00pm at St. Theresa School
- Saturday, 9:00am – 10:30am at St. Theresa School

Grades 9-12:

- Tuesday, 6:30pm – 8:00pm at St. Theresa School

Children's Catechumenate (RCIC):

- Tuesday, 6:30pm – 8:00pm at St. Theresa School
This is for children 3rd grade or above who have not received First Communion or for students older than age seven who need to be baptized.

(Please see reverse side for tuition and fee information)

1. Tuition for Kindergarten – Confirmation

Practicing Registered Parishioners:

1 child	\$185.00
2 children	\$270.00
3 or more children	\$300.00

Non – Registered Parishioners:

per child	\$400.00
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2. Book and Supply Fees

Kindergarten – Confirmation.....\$40.00 per child

* If you have 2 or more children and already have a textbook for a current grade level, you can purchase just the activity book and supplies for that grade level at \$30.00

6th grade Bible Fee (in addition to above book fee).....\$25.00 per child
(Bibles will be used for 6th grade – Confirmation. If your child is in 7th grade or Confirmation and did not purchase a Bible prior and does not have a Catholic Bible that could be used, please plan on purchasing this Bible.)

3. Sacramental and Retreat Fees

First Communion and Reconciliation Sacramental fee
in addition to the above book fee.....\$55.00 per child
(This includes a group picture on Communion day)

Confirmation Sacramental fee
in addition to the above book fee.....\$75.00 per child

4. Tuition for 9th – 12th grade

per child \$25.00

IMPORTANT: ALL BOOK, SACRAMENTAL FEES, AND ½ TUITION MUST BE PAID AT THE TIME OF REGISTRATION UNLESS YOU CONTACT THE RELIGIOUS EDUCATION OFFICE TO SET UP A PAYMENT PLAN DUE TO SPECIAL CIRCUMSTANCES. FINAL PAYMENT IS DUE BY OCTOBER 1, 2009. FULL PAYMENT OF ALL FEES AT TIME OF REGISTRATION IS APPRECIATED.

*Payment Plans and Financial Assistance are available for special circumstances, but this must be discussed with Elizabeth Vogt before the first day of class in September. Payment Plans and Financial Assistance must be applied for each year. If you have financial concerns, please contact Elizabeth Vogt at (847) 359-2846 to discuss options. Information will be kept confidential. * Donations are accepted to provide financial assistance for families in need.*

REGISTRATION FORM
2009 – 2010 ST. THERESA RELIGIOUS EDUCATION

 Child/Children's Last Name () _____
 Home Phone #

_____/_____
 Mother's First & Last Name/Maiden Name Father's First & Last Name Child/Children's School(s)

 Mother's Work # Cellular/Pager Father's Work # Cellular/Pager e-mail address (if applicable)

Mailing Label Should Read:

Name: _____

Street Address: _____ Town, Zip: _____

What parish are you registered in? _____ Mother's Religion: _____ Father's Religion: _____
 If you are a registered member of St. Theresa Parish, please provide your envelope #: _____
 ** NOTE: Registering in this program does NOT automatically register you in the parish**

Is your child(ren) or family NEW to our program? ____ Yes ____ No
 If yes, please remember to include a copy of your child's baptismal certificate with this registration form.
 If yes, and your child was baptized at St. Theresa, what is your child's birth date? _____

Is your child(ren) *transferring* from a Religious Education Program in another parish? ____ Yes ____ No
 If yes, please complete the following:

Child's Name	Name of Parish	City and state of Parish	What grades did child attend and when?

Please note first and second choice for each child (See Registration Information Sheet for times and days).

Child's Name	Grade Entering	1 st Choice Day and Time	2 nd Choice Day and Time

*Please attach a separate page with any educational information that will assist us in providing your child with better service (i.e., District Education Programs, reading difficulties, speech assistance, etc). All such information is confidential and will only be shared with the DRE and the child's catechist.

Do any of the children registering for our program need to be Baptized? _____ Yes _____ No

If yes, please complete the following:

Child's Name	Age

Do you have any children in grade 3-8 who have NOT celebrated their First Reconciliation or First Communion? _____ Yes _____ No If yes, please complete the following:

Child's Name	Grade	Needs to celebrate 1 st Reconciliation	Needs to Celebrate 1 st Communion

Consult the Registration Information Sheet for specific tuition and fee information.

Tuition and Fees: Please complete the table below, entering all fees and totals that apply to your family.

- All Book, Sacramental fees, and ½ tuition are due at time of registration.
- Remaining tuition is due by **October 1, 2009**.
- Contact Elizabeth Vogt if a payment plan or financial assistance is needed.
Payment plans and financial assistance must be applied for each year.

** Full tuition payment at time of registration is greatly appreciated.*

	Enter amounts owed here:	Enter amounts paid here:	Balance Due:
Tuition (1=\$185; 2=\$270; 3+=\$300; non-registered=\$400)			
Book/Supply Fees (\$40/child)		total due:	
6 th grade Bible Fee (\$25/child)		total due:	
2 nd grade Sacramental Fee (\$55/child)		total due:	
Confirmation Sacramental Fee (\$75)		total due:	
TOTAL:			

Return complete registration with check to: St. Theresa Religious Education
455 N. Benton Street
Palatine, IL 60067

If you have any questions, please contact the Religious Education Office at (847)359-2846.

OFFICE USE ONLY

Date Received: _____

Amount Enclosed: _____

Check Number: _____

ST. THERESA RELIGIOUS EDUCATION
 455 N. Benton St., Palatine, IL 60067, 847-359-2846
2009 – 2010 AUTHORIZATION & RELEASE FORM FOR
EMERGENCY MEDICAL TREATMENT

To Whom It May Concern:

As a parent and/or guardian, I do herewith authorize the treatment by a qualified and licensed medical doctor of the following minor(s) in the event of a medical emergency which, in the opinion of the attending physician, may endanger his/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. I agree to assume the financial responsibility for any diagnosis/treatment and for medication deemed necessary.

Family last name: _____

Address: _____ City: _____ Zip Code: _____

Mother's name: _____

Home phone #: _____

Work phone #: _____

Mobile phone/beeper: _____

Father's name: _____

Home phone #: _____

Work phone #: _____

Mobile phone/beeper: _____

Family physician: _____

Physician Phone #: _____

Physician Address: _____

Medical Insurance Company: _____ Insurance Policy #: _____

Name of Child	Grade	Medical Condition	Explain medical condition, allergies, etc.	Medication taken
		Yes		
		No		
		Yes		
		No		
		Yes		
		No		
		Yes		
		No		

Dates for which release is intended: September 2009 – May 2010

This release form is completed and signed of my own free will with the sole purpose of authorizing medical treatment under emergency circumstances in my absence.

Signature of Parent/Legal Guardian: _____ **Date:** _____

May St. Theresa photograph your child(ren) during their time at Religious Education with the possibility of these pictures being used in the parish bulletin or on the parish website? _____ (Yes/No)

Emergency contacts (adults other than yourself whom we may contact when we cannot reach you):

Name: _____ Phone #: _____ Relationship: _____
 Name: _____ Phone #: _____ Relationship: _____

(over)

CUSTODY ISSUES and LEGAL GUARDIAN INFORMATION

Please complete this form if the parents of the child(ren) being registered are separated, divorced, or deceased, or if the child(ren) lives with someone other than the natural parents, or if there are other special circumstances. (This information is confidential to the Director and, if necessary, the catechist.)

Name(s) of the child(ren) being registered:

The child(ren) being registered reside with:

Mother only _____ Father only _____ Parent & step-parent _____
Other (please describe): _____

If child(ren) is not living with both parents:

Father deceased _____ Mother deceased _____ Single parent _____
Parents separated _____ Parents divorced _____

It is important that the Director of St. Theresa Religious Education Program be aware of any special arrangements regarding custody of and access to children/youth whose parents are divorced or separated. St. Theresa's catechetical program presumes that both parents of a child have equal access to the child, even if the parents are divorced or separated. Thus, unless informed otherwise and in writing and with adequate evidence that a parent is not permitted to have unqualified access to the child, the catechetical program will permit either parent to have access to the child while at the catechetical site and will release the child from site to either parent.

Full Name of Natural Mother: _____

Mother's address if different from child: _____

Mother's home phone if different from child: _____

Full Name of Natural Father: _____

Father's address if different from child: _____

Father's home phone if different from child: _____

Is there anyone your child should NOT be released to?

Yes _____ No _____

If yes, please list the name and the person's relationship to the child:

Signature of Parent or Guardian: _____

Date: _____

St. Theresa Religious Education Volunteer Form 2009-2010

Many volunteers are needed in the St. Theresa Religious Education program. We want to encourage you to share your time and talents with our program. All volunteers will be required to be up to date with the Archdiocesan requirements for volunteers. Information will be sent to all volunteers.

Name: _____ Daytime Phone #: _____

E-mail Address: _____ Evening Phone #: _____

I would like to support the Religious Education Program in the following way(s):

During the: _____ Tuesday 4:30-6:00pm session

_____ Tuesday 6:30-8:00pm session

_____ Saturday 8:30-10:00am session

_____ Large Mailings, Booklets, etc

(This would be at various times of the year to help with registration, Communion and Confirmation booklets, and other large group needs. Times will be available in the office during the week during the day and/or weekend time available)

_____ Catechist – plan and teach a particular class each week: teacher’s manual and syllabus will be provided (must be 18 or work with someone 18 or older) (Some training will be available for new catechists)

I would be interesting in teaching grade(s): _____

_____ Adult Aide/Co-Catechist – help the catechist each week with a particular class (good introduction if considering being a catechist in the future and have never taught, or allows high school seniors to teach if someone at least 18 is with them)

I would be comfortable aiding or co-teaching for grade(s): _____

_____ Substitute catechist – teach a Religious Education class when a catechist is unable to attend. This would be on an as needed basis and when you are available.

Syllabus and the teacher’s manual will be provided when contacted to substitute.

I would be comfortable subbing for grade(s): _____

_____ Office Receptionist/Monitor – answer phone calls (usually for absentees and late arrivals, make calls for unreported absences, watch the doors, collect attendance sheets, and watch the front desk area for late arrivals and children being picked up early. Two volunteers would be needed each week, this would be on a rotating basis, schedule would be sent to all volunteers, and we ask if you could arrive 15 minutes prior to class time on your volunteer dates. You will be finished at the end of class time.

_____ Parking Lot Help – help direct traffic before and after classes to help insure the safety of the children (15 minutes before class and 10 minutes after class)

_____ Child care for children of catechists or volunteers while they are teaching (children under age 5).

_____ Teacher for Children’s Liturgy of the Word (CLW). This is a ministry offered each week during the school year during the 10:00am Mass that is separate from Religious Education classes to offer the readings on a child’s level with simple activities to support the readings. Teachers work with a particular age group in sharing the readings of the day. Volunteers usually serve once every 3-4 weeks. CLW begins in October and goes through May. The coordinator for CLW will contact all interested volunteers prior to the start of CLW,
I would be interested in working with grade: _____ (K-4th).

_____ I may be interested in being a volunteer catechist for SPRED (our faith group for adolescents with developmental disabilities). No experience is necessary and all training is provided. SPRED will be meeting on Thursday evenings beginning in the fall.

_____ I may be interested in being a volunteer catechist for REACH (Religious Education for Adults and Children with Handicaps). Masses, Christmas play, Mardi Gras dinner, and service projects are included. Classes meet on Wednesday evenings twice a month.

_____ Help with Jesus Day for 2nd graders

_____ Help with service opportunities for Confirmation Candidates

_____ Help with the Confirmation retreat for Confirmation Candidates

_____ Help with large mailings, certificates, booklets, craft preparation or other office tasks throughout the year.

I would be available (please circle): during the day evenings weekends
I would be able to help (please circle): at home in the office

A Service Opportunity for Incoming 8th grade or Older

As you may be aware, students preparing for the Sacrament of Confirmation this year will be asked to participate in service projects totaling 24 hours.

One option to earn most of the service hours is to be a classroom aide for younger students. This is a yearlong commitment and you will be expected to be in attendance each week.

Your name: _____

Your phone #: _____ Your e-mail address: _____

Session time you prefer: _____ Tuesday, 4:30pm – 6:00pm

_____ Saturday, 8:30am – 10:00am

Grade you prefer (rank order preference):

_____ Kindergarten

_____ 1st grade

_____ 2nd grade

_____ 3rd grade

_____ 4th grade

Are you interested in serving as a one-on-one aide for a special needs child (if needed)?

_____ Yes _____ No

THANKS!

Please call the Religious Education Office if you have any questions.
(847-359-2846)



Catch –Up Reconciliation Class

We are offering a class this summer for those students entering grades 3-12 who have not prepared for or celebrated First Reconciliation, but have received First Communion.



This class will prepare students to receive Reconciliation and will take place August 10 – 13, 2009 in the Pauline Center from 1:00pm – 3:00pm.

More information will be provided closer to the start of class.

(If your child is in 3rd grade or older and has not prepared for or received First Reconciliation or First Communion, please enroll in the RCIC/Children’s Catechumenate class)

If the listed dates/times do not work for your family, but you have a child in need of preparation for Reconciliation, please contact the Religious Education Office to discuss options.

To sign up, fill out the form below. If you have any questions, need more information, please call Elizabeth Vogt at 847-359-2846.

Reconciliation Class August 10-13, 2009 from 1:00pm – 3:00pm

Name(s): _____

Address: _____

Phone #: _____

Grade(s): _____