



Church of St. Martin Faith Formation Parent Handbook 2022-23

Parish website: <https://hohcatholic.org/saint-martin>

Parish app: myParish App - available in the App Store or on Google Play.
Click on "Find a Parish" and search for Harvest of Hope Catholic Community.

Faith Formation Coordinators: Email: smartin.ff@hohcatholic.org
Karen Pundsack - 320.248.1009 (call or text) | Joan Rothstein - 320.548.3209

Registration

Class fees this year will be \$60 for 1st communion and confirmation classes. All other grades will be \$40 with a maximum of \$150 per family. Contact Karen or Joan if the registration fee is a financial burden. No one will be denied the opportunity to attend faith formation.

Arrival and dismissal

Classes will be on Wednesdays at 7 p.m. in the parish center. A calendar will be shared with class dates. Dismissal will be at 8 p.m. Some evenings may go a little longer if there is mass, a prayer service or presentation. Parents should pick up their children at the parish center after classes. Please be sure your child knows who is picking them up.

Communication

Email will be the primary means of communication with parents. Important announcements will be included in the parish bulletin. Please send an email to smartin.ff@hohcatholic.org to be added to the contact list if you do not already receive our emails. Add this email address to your contacts to help ensure delivery. Timely announcements will also be shared on the myParish app.

Photography

At times we will take photos and videos of faith formation activities. If you DO NOT want photos taken of your child/children either taken or used, please contact Karen or Joan in advance.

Safe environment

The Diocese of St. Cloud has established a Safe Environment program. All staff, catechists and adult volunteers complete training and undergo a background check. All students will go through age-appropriate safe environment training as well. If you do not want your child/children to participate, please let Karen or Joan. We will ask you to complete a declination form, as required by the diocese.

Emergency class cancellation

Classes will be canceled when schools are closed due to inclement weather. Cancellations will be emailed, shared on the myParish app and shared with KASM 1150 AM and WJON radio stations.

Attendance, health concerns and medications

If your child will be absent, please notify the Faith Formation Office at smartin.ff@hohcatholic.org before class. You may also call Joan or text Karen on the day of class if your child is sick or will be absent. Although regular attendance is necessary, please DO NOT send your child to class if they have exhibited any

symptoms of illness in the previous 48 hours. Students are expected to make up any missed work due to absence.

Any special medical needs of your child must be listed during registration. Special circumstances regarding any medication the student takes need to be discussed with the Faith Formation Coordinators. Allergy information is very important to provide. If a child is diagnosed with a medical condition after registration, please inform us as soon as possible.

Discipline and Code of Conduct

Catechists are volunteers who are giving their time and effort for the benefit of the students. They have very limited time in which to teach their lesson. They are not expected to deal with students who do not plan to cooperate. Parents are the first and foremost educators of their children in all aspects of their development.

Any student who creates a problem in class will be removed from class and brought to the Faith Formation Office. The parents will be notified by a telephone call to come immediately and pick up their student. A conference with parents may be requested at that time. It is the responsibility of the parents to correct any discipline problem if the child is to remain in the program.

Examples of unacceptable behavior include: disrespect for adults and peers, use of vulgar language or gestures, damaging property, dangerous activity, disturbance of others and other actions that are not beneficial to a Christian environment.

Any student whose behavior or attitude is depriving others of religious education may be asked to leave the program. When engaging in formal and informal activities, functions, and programs, children and youth are expected to always behave appropriately, respecting the rights of others.

1. Christian behavior is expected at all times.
2. Respect for individuals, the community, and facilities is required.
3. Cooperation and self-control are necessary when participating in programs and activities.
4. Dress must be in accord with the activity and appropriate for a Christian environment.
5. Unacceptable behavior and lack of cooperation will not be tolerated and will be addressed appropriately.

Volunteer Opportunities

All students in 6th grade and older will be expected to take part in mass ministries either during weekday masses as part of class or on Sundays. Please talk with your student about which ministries they would like to try: lector, altar server, greeter, music or gift bearers. It is fine for students to take part in more than one ministry if they are interested.

There are many other opportunities for students to volunteer in our parish to complete service hours required for school or Confirmation. Please contact Karen or Joan for more information.

Faith Formation Committee

If you are interested in being part of the St. Martin Faith Formation Committee, please email stmartin.ff@hohcatholic.org. The committee will meet every two to three months to get input on things like activities and the schedule.