

A LETTER TO OUR NEW PARISHIONERS

We welcome you to Our Lady of Lourdes Parish. We hope you find warmth and hospitality here. As you page through this booklet, you will become more familiar with what Our Lady of Lourdes has to offer. As you become more acquainted with us, you may find an area in which to share time and talent with us. The success of our parish depends on the work and cooperation of all of us.

West De Pere is a growing community and so are we. Our Lady of Lourdes is presently serving about 1550 families. As a community, we would like to rejoice with you in times of joy, and sympathize with you in times of sorrow. We would like to be your center of worship and we hope you will find it nourishing and enriching, both spiritually and emotionally.

Once again, welcome to Our Lady of Lourdes. We are happy that you chose to become a member of this Christian Catholic community.

Sincerely,

Fr. Tim Shillcox, O. Praem., Pastor
Deacon Michael VanderBloomen

PARISH STAFF

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PARISH OFFICE HOURS

The parish offices are located in the Parish Center. It is the two-story brick building at the end of Lourdes Avenue (1307 Lourdes Avenue). Office hours are 8AM to 4PM Monday through Thursday and 8AM-12:30PM on Fridays.

Summer hours are 8AM-12:30PM Monday through Thursday; the office is closed on Fridays.

WEEKEND MASS TIMES

Saturdays: 4:30 PM
Sundays: 8:15 AM and 10:15 AM

DAILY MASS

SCHOOL YEAR

7:30 AM – Monday, Tuesday, Thursday, Friday
8:45 AM – Wednesday

SUMMER

7:30 AM – Monday thru Friday

SACRAMENTAL LIFE

It is assumed that those seeking the sacraments at Our Lady of Lourdes are members of the parish who actively participate in the parish life of the church by offering their time, talent, and treasure and actively participating in liturgical celebrations.

Baptism

Four months of active church membership in the Catholic Church that is - regular worship attendance, supporting the parish community financially, and sharing your time/talent is required prior to Baptism. (This does not necessarily mean Our Lady of Lourdes if you are a practicing, active Catholic transferring in from another parish community.) During the Baptismal ceremony, you, as parent, take a sacred vow to raise your child in the Catholic faith. We, at Our Lady of Lourdes, also believe in the sacredness of this vow and the Baptismal ritual, thus the requirement of four months minimum of active church membership. In addition, a Baptismal preparation class is required for all first time parents. Call the Parish Office to find out the dates of classes and to pre-register. Dates and times for the Baptism are arranged through the Parish Office. The ceremony is held during and after weekend masses. A signed commitment form from parents and godparents is required.

Adult Baptism

Contact the pastor or deacon about admission to the Church.
Participate in the R.C.I.A. process (Rite of Christian Initiation of Adults)

Eucharist

First Communion Procedure: Participation in Our Lady of Lourdes' school or religious education classes in the first grade is required. First Communion is ordinarily received in second grade. Parents are asked to participate in the program to help prepare their child for the sacrament. First Communion is usually celebrated as a group in spring. Contact the R. E. Office for further information.

Sacrament of Reconciliation

The Sacrament of Reconciliation (Penance) is celebrated on Saturday afternoon at 3:30 – 4:00 PM; on the first Thursday of each month at 8:10AM. Other times by appointment.

First Reconciliation for Children

Preparation for the Sacrament of Reconciliation is an on-going process which continues throughout the time the child is in the parish school or the religious education program. Each year an attempt is made to help the child grow in a deeper understanding and appreciation of this sacrament in accord with the child's awareness and growth. Parents are very much a part of the preparation and parent meetings are held. Parents are urged to make the celebration of First Reconciliation a family affair. The formal reception of this sacrament takes place, usually in fall, when the child is in second grade. Contact the R. E. Office for further information.

Communal Penance Service

Check the bulletins for dates and times of services held here and in area parishes. .

Adult Confirmation

Confirmation for Catholic adults, 21 years or older, is celebrated at St. Francis Xavier Cathedral, Green Bay twice a year. A short course of preparation is required prior to this. For more information, contact the Parish Office.

Confirmation

Confirmation is usually celebrated during the junior year of high school. The persons to be confirmed are expected to:

- attend a pre-confirmation interview
- attend religious education classes; 10 consecutive, consistent years
- attend candidate/sponsor meetings
- perform church/community service
- make a day-long retreat

Contact the R.E. Office for further information.

Marriage

New parishioners contemplating marriage in our parish must be registered with the parish and show active participation for at least six months prior to setting a wedding date. Pre-approval of the date by the Pastor is required. A parish marriage program and participation in a parish or diocesan sponsored pre-marriage workshop are required. Ceremonies can be scheduled anytime on Friday and Saturday no later than 1:30 PM.

Anointing of the Sick

This sacrament is for anyone who is suffering emotional, mental, or physical illness, or facing serious surgery. It is great support for the sick person to have his/her family and friends present for the sacrament. Contact the Parish Office if you would like someone anointed. In hospitals, a chaplain may be asked to administer the sacrament.

R.C.I.A.

Any adult who is not Catholic, but wishes to become Catholic, can participate in the R.C.I.A. process (Rite of Christian Initiation of Adults). Classes are held weekly October through Easter. Contact Deacon Michael Vander Bloomen for further information.

FINANCIAL RESPONSIBILITIES

Church Commitment Fiscal Year – July 1, 2011 through June 30, 2012

Your financial offering is your personal way of returning to the Lord some of the many blessings God has bestowed on you. Unless you have completed a financial assistance form, you are asked to give according to the suggested guidelines.

Family	\$1100/year or 2% of your gross income
Single Member	\$550/year or 2% of your gross income
Retired Couple	(Whatever you can afford)
Retired Single	(Whatever you can afford)

Contribution envelopes are mailed to your home every three months or once a year; your choice. Statements are mailed to your home periodically throughout the fiscal year.

No parishioner of Our Lady of Lourdes will be turned way from the services of this parish if the suggested contribution scale cannot be met.

Our Lady of Lourdes School (GRACE School System) Tuition (2011-12 School Year)

Pre-School	3-day session	\$1125/child
	2-day session	\$885/child
Elementary School		
Parishioner		Non-Parishioner
Grades K-8 ..	\$2000/child*	Grades K-8 ... \$4000/child
Registration Fee:	\$60 per child	
*Plus church stewardship commitment		

Religious Education Program (2011-12 School Year)

Church contributions and a fee of \$110/child* are required. The fees must be paid on the day of registration. Sacramental fees are paid when the individual sacrament preparation begins. The expectation of church contribution commitment is also required.

*Plus church stewardship commitment.

Non-Parish Tuition: \$275.00/child; payable on registration day and pastoral permission.

Stole Fees, Stipends and Sacramental Fees

Mass Stipend	\$10.00	Baptism	\$20.00
First Reconciliation	\$20.00	First Eucharist	\$30.00
Confirmation	\$35.00		
Marriage Preparation	\$75.00	Marriage Preparation	\$100.00
(Couples with parish relationship)		(Couple married at a different parish)	
Marriage Stole Fee	\$75.00	Funeral	\$50.00

Baptism, Marriage and Funeral fees are established by the Diocese of Green Bay.

PARISH SERVICES

Communion to the Sick

If an elderly person, a shut in, a sick person, or someone unable to attend Mass would like the Eucharist brought to him or her, please call the Parish Office to make arrangements. Communion is usually brought to the homebound on the first Friday of each month.

Marian Devotions

Marian devotions have been held since 1989 and continue every Thursday. The devotion begins at 7AM with the rosary, a 7:30 AM mass followed by the Glorious mysteries of the rosary. A basket for prayer intentions is presented at mass. Confessions are heard the first Thursday of each month immediately after Mass.

First Friday Group

Each first Friday of the month, after the 7:30 AM Mass, coffee and rolls are served. All parish members are invited to attend. The social gathering is over within an hour and is a beautiful climax to the spiritual blessings that are bestowed on those who share in this celebration.

Prayer Tree

Anyone can call for prayers from the people of the parish. Parishioners volunteer to be part of the Prayer Tree network. To volunteer your services or to have an intention included, please call the Parish Office.

Children of God

This program is for children ages 4 to 6 years old on Sunday mornings – two Sundays a month from September through May. The children will hear Bible stories and learn how they apply to their daily lives. Call the Parish Office to register.

CARE MINISTRY

This is a way of providing a one-on-one support and listening presence to persons going through a time of transition, difficulty, grief or change in their lives. It can also be a means of companionship, especially for our people who are homebound or in care facilities. The goal is to be as responsive to our people as we can possibly be. If interested, please call the Parish Office.

Meals Ministry

The Meals Ministry is a network of people who are willing to occasionally provide a meal for people and families who are coming home from the hospital, receiving treatments as out patients, ill at home, grieving, or need a break from the care taking demands of a special needs child, sibling or parent. The parish also provides a monthly meal to Freedom House. Call the Parish Office for further information.

LEADERSHIP OPPORTUNITIES PASTORAL COUNCIL & COMMITTEES

Pastoral Council

The Pastoral Council is a consultative body of the parish community for the definition of mission and goals, for setting priorities, for the determination of policies and for the implementation of parish programs. The Council consists of selected members and two elected Trustees, as well as one representative from each of the following: Worship, Christian Concerns, Stewardship, Activity Committees; and Finance Council. Written reports from the School, Religious Education and Youth Ministry are submitted for review monthly. The Pastor and Deacon are ex-officio members. The Council meets monthly and parishioners are welcome at all meetings.

Worship Committee

This Committee shares with the pastor the responsibility of providing good liturgical celebrations. It does this by establishing, developing and implementing programs aimed at meeting the spiritual needs of the parish, the family, the individual and the community.

Christian Concerns Committee

This Committee involves various kinds of social outreach: including Back to School, Mothers & Babies, Christmas Giving Tree, Lenten food collections, Peruvian missions, and work at local food pantries, as well as other forms of Christian outreach in the parish and community.

Activity Committee

The primary responsibility of this committee is to build and maintain a sense of community among the parishioners. They coordinate social, recreations and fund raising activities.

Welcoming Committee

“We are all stewards – managers of many gifts God has bestowed upon us. Our challenge as Christians is to make good use of those gifts as we pray, serve and share. It is more blessed to give than receive.” ...Acts 20:35 The committee continues to develop stewardship as a way of life in the parish through various activities and events.

Finance Council

It is the responsibility of this Council to familiarize itself with the corporate structure of the parish. It works in the administration of parish resources of contributions, personnel, fund raising, properties, parish investments, cemetery and insurance programs. It is responsible for preparing an annual budget and evaluating its implementation. The Council is responsible for the physical condition of the parish properties. It recommends repair, proper upkeep and improvements and implements those recommendations. The council is comprised of the Pastor, trustees, at-large appointed members and the buildings and grounds resource person. The Council meets every other month.

VOLUNTEER OPPORTUNITIES for LITURGICAL MINISTERS

Music

The Lourdes Choir usually sings two weekends per month, September through May. Practice is on Tuesday evenings 6:30-8:00 PM. New members are always welcome. Contact Carol Wilda (336-4033, ext 131 or 498-8020) for more information.

The Angelus Choir sings several weekend masses per month. They practice one hour before Mass. Extra rehearsal time is scheduled to prepare for Christmas, Easter and other special liturgies. The group is open to all enthusiastic singers and instrumentalists who want to praise God through music. Contact Lory Wieseckel (336-4033) for more information.

The Alleluia Attitude Family choir is open to preschool through adult parishioners. They practice once a week and sing several times per month although you do not need to be present for all the practices and liturgies. If you are interested, call Susan Shefka-Peeters at 336-5124.

The Funeral Choir is open to all interested parishioners. Call Ginny Leidel (336-4817) or Barbara Van Deurzen (336-0316) if interested.

Accompanists and cantors are welcome to share their talents with the parish as well. If you would like to share your talent with us, call Carol Wilda.

Eucharistic Ministers

(coordinated by Deacon Michael VanderBloomen - 336-4033)

Cross Bearers:

Cross bearers carry the cross for the processional and recessional at all weekend masses.

Lectors

Lectors are men and women who proclaim the Word of God at weekend and at weekday liturgies. Training is provided by the parish.

Communion Ministers

These ministers help distribute the Eucharist at weekend and weekday liturgies. Distributors are commissioned by the Bishop.

Mass Servers

Boys and girls in the fifth grade and higher are trained to assist the priest at Mass. Recruiting, training and scheduling takes place in September.

Ushers

Ushers welcome and assist in seating the congregation, gather the collection, and assist at communion time. Men and women and high school students are invited to this ministry.

Greeters

Greeters welcome parishioners as they enter the building. Families are invited to this serve in this ministry.

OTHER ORGANIZATIONS

The Rev. Blaise J. Peters, O. Praem. Scholarship Fund

The Scholarship Fund was established to recognize the accomplishments of a former pastor of St. Joseph Parish. The fund is used to assist parish families who wish to send their children to Our Lady of Lourdes School, grades K-8. If financial assistance is needed, please contact the Parish Office at 336-4033. Contributions and memorials are accepted.

Boy Scouts

The Boy Scout organization provides a great learning and fun experience for boys. Activities include field trips, crafts, badges, nature and first aid. The stages of Boy Scouts are: Tiger Cub (grade 1); Cub Scouts (grades 2, 3, 4); Webelos (grade 5) and Boy Scouts (grades 6 thru high school). There is an annual Blue & Gold banquet. Registration is in the fall.

Girl Scouts

Girl Scouts helps girls make new friends, help in the community and work on special interests. Girls K-5 are welcome to join. The stages of scouting are: Daisy Scouts (kindergarten); Brownies (grades 1-3); Junior Girl Scouts (grades 4-5). Adult volunteer leaders help guide the girls in their growth. Meetings are usually held twice a month. Registration takes place in fall; but admission is open anytime during the year.

Quilters

Our Lady of Lourdes has a Quilters Group who meets weekly on Saturday mornings; September thru April. They make quilts for parish fund raisers as well as other causes and groups. Contact Peggy Soderlund for more information at 336-3354.

St. Vincent de Paul

Our local conference is based on the belief that all of us are in need of support from others, either materially or spiritually, sometime in our lives. Members visit the elderly, work at Paul's Pantry and the St. Vincent de Paul store. Various kinds of emergency assistance are offered: food, transportation, babysitting. Some families require assistance only once; however, we do have a number of families and individuals whom we serve on a regular basis.

Shawl Ministry

Volunteers knit or crochet a shawl for persons who are dealing with illness, undergoing medical treatment, death of a loved one, divorce.... It could be given for a marriage, anniversary, birth or adoption of a baby. Caps are also knit or crocheted for infants being Baptized. As the shawl or cap is created, prayers are said for the person who will receive it. When completed, shawls and caps are brought to a monthly meeting and each minister prays over the shawl. Fr. Tim then blesses them. Members of the parish Pastoral Team distribute the shawls and caps to the appropriate recipients. For more information, please contact the Parish Office.

EDUCATIONAL MINISTRIES

Our Lady of Lourdes Catholic School (GRACE School System)

Our Lady of Lourdes School currently houses preschool through eighth grade. An academic curriculum is offered with an emphasis on Catholic values and tradition. In addition, students in grades five through eight have the opportunity to participate in an extracurricular athletic program with offers soccer, volleyball, football, basketball, track and cheerleading. An instrumental and voice program is also offered at Our Lady of Lourdes.

Families are asked to contribute under the guidance and direction of the Our Lady of Lourdes Site Advisory Committee, which is the policy making body for the school. The Site Advisory Committee receives its authority from the GRACE corporate officers “to make decision in the spirit of the mission of the parish and in the context of the goals established by the school system.”

For more information on the preschool, and the school kindergarten through grade eight programming, please contact our School at 336-3091.

Our Lady of Lourdes Religious Education Program

The program is administered by the Director and Coordinator working with catechists from the parish and St. Norbert College. All classes are schedule for Wednesday evenings. Classes for grades 1-5 are held from September through April. Grades 6-10 meet in blocks at different times throughout the school year. Regular attendance at these classes is required for anyone wishing to be confirmed in grade 11.

Families are asked to pay the established religious education fees in addition to parish stewardship (dues). Financial assistance is available through the parish assistance program.

At all levels, there is a strong emphasis on scripture and prayer besides the basics of the Catholic tradition. Music, films, videos and a variety of activities enhance the program texts. Students’ learning abilities at each level are considered and a full curriculum is set up to ensure that student will cover a variety of topics over the years of their religious education. Lessons emphasize a message about faith and teach children to apply that message to everyday life so that the religious teachings become a lived response to God in daily actions.

Contact the Director of Religious Education, Karen Nienhaus, for more information at 337-0443.

Youth Ministry

It was with great excitement and anticipation that the parish introduced a Youth Ministry program beginning in February, 2006. With a vibrant and growing youth population, this program forges a strong relationship between the parish and its youth members. The program will adapt and change as more and more students become involved. Some of the present activities are: Monthly meetings which explore different prayer forms, meaningful discussions and free time; Faith Factor Service Camp, Coats for Kids, Toys for Tots, benefit walks, service opportunities, retreat to the north woods and fun. Contact our Youth Minister, Rachel Gretzinger, for further information.