



St. John the Baptist Catholic Community
2017-2018 FAITH FORMATION REGISTRATION

Growing in Faith Through Stewardship

FAMILY INFORMATION

Registered Member of St. John the Baptist Catholic Church? YES NO

Family Last Name _____ Parent/Guardian First Name _____

Address _____

E-Mail (print clearly) _____

Home Phone # () _____

Cell Phone # () _____

Work Phone # () _____ (Optional)

Emergency Phone # () _____

City _____ State _____ Zip _____

STUDENT INFORMATION				Does your child have any special needs which we should be aware? (i.e. food allergies, medical conditions, special learning needs, etc)	Registration for Sacramental Preparation in 2017-2018 1st Recon. 1st Euch. Confirmation
Full Name (include last name)	M/F	Birthdate	Grade in 2017-2018 (Pre-School thru 12 th)		

FEES-A	Qty	Reg	Non- Reg	TOTAL	FEES-B	Qty	Reg	Non-Reg	TOTAL
Sunday Pre-school Co-Op 10:15		@\$35	@\$70		Life Teen		No Fee		
Sunday Kindergarten		@\$35	@\$70		Confirmation Year 1		@\$50		
Sunday Elementary (Grade 1-4)		@\$40	@\$80		Confirmation Year 2		@ \$50		
Wed Youth Group (Grade 5-8)		@\$40	@\$80		Home Program		@ \$40		
1 st Eucharist		@\$20			OFFICE USE ONLY TOTAL FEES DUE: \$ _____				
1 st Reconciliation		@\$20							
TOTAL STUDENTS:		TOTAL FEES* (FEES A + FEES B)			Paid: Date: ___/___/___ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ Amount \$ _____ Initials: _____				
					Balance DUE: \$ _____				
*Maximum total fees for Parish Family not to exceed \$150 (does not include Confirmation Fees)					Called to protect trained? <input type="checkbox"/> Yes <input type="checkbox"/> No				

Parent/Guardian Photo and Video Release

Yes, I consent for St. John the Baptist Catholic Church to use photographs and video taken of my child/children during Faith Formation/Youth Group/LifeTeen sponsored programs and events, whose name(s) appear in this registration, for community and promotional purposes.

Parent/Guardian Printed Name: _____ Parent/Guardian Signature: _____ Date: ___/___/___

PARENT INVOLVEMENT FORM
Pre-School, Kindergarten & Elementary (1st-4th)

Volunteer's Name(s): _____

Phone & E-mail: _____

_____ **Curriculum Coordinator (3 positions)**

These coordinators will assist Catechists in creative teaching methods, lesson planning, time/classroom management. They will provide helpful hints and encouragement for the Catechists. Each Coordinator will be responsible for two grade levels (PreS-K, 1st-2nd, 3rd-4th). This position is best suited for individuals with a background in Education or that have had extensive experience in Elementary Faith Formation programs. Commitment: The expectation is that these coordinators will be present every Sunday to assist Catechists. Time spent helping to prepare lesson plans, training Catechists and building rapport is dependent on the need.

_____ **Administrative Coordinator (1-2 positions: PreS-K, 1-4)**

Proficiency in Excel is a must. These candidates will receive student registration information on a master list broken down by grade. Working with Program and Curriculum Coordinators, they will create class lists for teachers and parents, along with the weekly sign-in sheets distributed at the front desk. Time commitment: Surge of activity occurs in late August through late September. The time spent maintaining lists is dependent on enrollment fluctuations as they may occur throughout the school year. Flexibility and the ability to work on your own schedule are "pros" for this position.

_____ **Program Coordinator (2 positions: PreS-K and 1-4)**

These individuals will work with all Coordinators, Catechists, and parents in the program. They will communicate class schedule changes and other Faith Formation news to all Coordinators, Catechists, and parents (usually via email and phone calls). They will help to create class lists, recruit teachers, handle parent questions/concerns, and assist with Catechist training and Parent Orientation meeting in September. Commitment: Program Coordinators will be present every Sunday to oversee the sign-in process at the front desk and double-check parent helpers for each class. There is also a surge of activity in August & September as class lists and training are developed. This position is best-suited for candidates with at least two years of experience as a Catechist or Coordinator.

_____ **Catechist (26+ positions)**

_____ **Substitute Catechist (5 positions)**

Also known as the Sunday School Teacher, individuals will be assigned to a specific class of students to instruct 23-25 Sundays a year from late September through early May. Individuals will inspire and enliven our youngest parishioners while educating them about their Catholic faith. Lesson Planning support, curriculum and training will be provided. They will also be expected to engage parent/families in their classes (communicating with a class email) to inform them of lesson themes and topics so formation can continue in the home. They will also work directly with the Curriculum Coordinator to create the best possible classroom atmosphere for our students.

Please turn over. More opportunities on the other side.

Outreach Coordinator/Team (1-2 positions)

This person/people will be in charge of managing bi-annual service projects for grades PS-4 (i.e. Operation Christmas Child, food drives, etc.). They will work with the Program Coordinator to choose outreach projects that the students and families will participate in. The Coordinator/Team will be responsible for communicating what the project entails to the Catechists and Faith Formation families, distributing and collecting materials for these projects as necessary. Commitment: Outreach projects typically happen in November and then again in Spring/Lent. Team members should be present on Sundays during the outreach projects. Time spent will vary depending on the season and extent of project.

Pre-School Supply Coordinator (1 position)

This position is best suited for an individual who enjoys working independently and loves crafts. This person will review the teacher manuals for Pre-School and Kindergarten grade levels, determining what supplies will be needed for each week throughout the quarter. He/she will procure those supplies either through those available in the supply closets or by purchasing them (reimbursement is provided). They will then assemble weekly lesson bags for the catechists that include the weekly worksheets and supplies. This person will be sure that classroom bins and cupboards have necessary supplies (crayons, scissors, glue, etc.) Commitment: Surges of activity occur at the beginning of each quarter: August, early December, early February.

Advent Fun Day & Lent Event Coordinator (1 position)

Advent Fun Day & Lent Event Team Member (8 positions)

This team will work directly with Joan Williamson and Terri Rains to create the parish-wide events that “kick-off” the Lent and Advent seasons. Seasonal crafts, activities, music and a general creation of atmosphere will be provided by this team. Commitment: Surges about 2-4 weeks before the beginning of Advent and Lent. Time spent depends on size of this team and extent of planned activities.

Facilities Team (12 positions)

The responsibility of these individuals is to organize as teams who will make sure the building is in great shape upon our leaving on Sunday mornings. They would monitor the Parent Helpers cleaning up in the classrooms, vacuum the hallways, take garbage out, and make sure the restrooms are in good shape. This team would do the final inspection of the building each Sunday after classes.

Sacramental Prep Childcare Team (3 positions)

(not open to parents with children in 1st Rec/1st Euch. Prep this year)

This team will be responsible for arriving early (8:45am) on Sacramental Prep Parent Class Sundays (4 per year). This Team will supervise the children of those parents who attend the classes, while the class is in session (9-11:15am). Commitment: Four Sundays per year 8:45-11:15am. Two classes in the Fall and two classes in the Spring.

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