



CHANCERY BULLETIN - Vol. 1, No. 11.1 | NOVEMBER 29, 2016

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As we begin Advent a time of Joyful expectation and the beginning of a new Church Year the Curial Offices are rolling out a new Chancery Bulletin. It will be a weekly communication from all the departments of the Curia to quickly highlight the upcoming events and important administrative changes that affect our parishes, as well as link you to more detailed information on each. With this change the Bulletin will also be delivered to a wider group of people. In the past all the priests and deacons of the diocese received the Chancery Bulletin; now in addition to them all of the parish staff listed in ParishSOFT will receive the Bulletin.

Much work has been put into this new communications tool and we hope it assists in the dissemination of information in an efficient manner. As you look at the links at the top of the page these links will take you to the corresponding area of this document, so if you are a DRE and are most interested in issues coming from the Office of Catechesis and Evangelization you can quickly be taken to that area of the Bulletin. The green banners marking each office are linked to the offices corresponding website so you can get more detailed information that is addressed in the text of the Bulletin itself.

As with any new endeavor this will be a work in progress and we welcome feedback on how we can improve this medium in the future. I hope and pray this season finds you growing closer to the gift of the Christ child.

Advent blessings.

Fr. Bill Dhein



Officials

No officials this week.



Events

Week of November 27

Saturday, December 10

Retirement Fund for Religious Collection - all parishes

Sunday, December 11

Retirement Fund for Religious Collection - all parishes

Tuesday, January 10, 2017

9:00am Mid-Winter Administrators' Conference

Friday, January 13, 2017

Married Love: Two Becoming One Retreat - St. Olaf Parish, Eau Claire

Saturday, January 14, 2017

Married Love: Two Becoming One Retreat - St. Olaf Parish, Eau Claire

Sunday, January 15, 2017

2:00pm March for Life - Chicago, IL

Monday, January 16, 2017

National Religious Freedom Day

Wednesday, January 25, 2017

Pilgrimage for Life

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Chancery Office

Chancellor Very Rev. William Dhein – 608-791-2655 | wdhein@diolc.org

Diocesan Curia Offices Closed on the Following Days.

The offices of the Diocesan Curia will be closed on Thursday, December 8 for the Solemnity of the Immaculate Conception of the Blessed Virgin Mary; Monday, December 26 for Christmas; and Monday, January 2 for the New Year's Holiday.

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Office for Catechesis & Evangelization

Director: Ann Lankford – 608-791-2658 | alankford@diolc.org

A Focus on Prayer

“Prayer” was the theme chosen by the US Bishops for this school year. An intentional focus on prayer is most appropriate because the results of the religion assessments from last year revealed this to be an area of weakness. We must teach about Jesus as well as help students, parents and all adults to encounter the Person of Christ in personal and communal prayer. Praying with Scripture is a privileged place to meet Jesus. You can download a simple prayer

worksheet [here](#).

The Ultimate Relationship

Please consider giving each person who will be at Mass on Christmas the booklet entitled “the ultimate Relationship.” The message about developing and strengthening our relationship with Christ is concise and compelling. After reading the booklet, which takes 3 minutes, people can be encouraged to pass it on to a friend or family member. Cost for each booklet is \$1. Please contact me by email at alankford@diolc.com if you would like to place an order.

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Office for Communications

Director: Jack Felsheim – 608-791-2663 | jfelsheim@diolc.org

During the Season of Advent, the [Diocese of La Crosse Facebook page](#) will be creating a digital, daily Jesse Tree. Every day during Advent, a post will display an ornament image, the daily reading and a reflection. This is a free and easy home activity that can involve the whole family. Share these daily posts on your own parish Facebook pages this Advent.

Bishop Callahan’s Advent Video Message as well as the diocese’s Advent social media and web banners are also available [here](#) for use on parish websites.



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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608-791-2690 | dkrzmarzick@diolc.org

Retirement Fund for Religious

The collection in parishes is scheduled for the weekend of **December 10-11, 2016**. This national campaign has been set apart from the Diocesan Annual Appeal because of the special urgency related to the retirement needs of elderly religious in the United States. Please promote the campaign in the parish bulletin the week before the collection. A pulpit announcement and mention in the General Intercessions would also be appreciated. [Resources](#) (“Copy and paste” text is available in the first downloadable document, *Announcements and Intercessions*, under “Resources”).

World Day for Consecrated Life

The annual World Day for Consecrated Life is on February 2, 2017, and will be celebrated in parishes on **February 4-5, 2017**. *Please consider at least one way in which your parish might celebrate consecrated life.* There are many possibilities: invite a local consecrated person to speak at a parish or school gathering, ask them to write a short paragraph for your bulletin, feature a consecrated person on your website, or simply show appreciation by a visit or card. Click [here](#) for more information and resources for the World Day for Consecrated Life.

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Office for Marriage & Family Life

Director: Alice Heinzen – 608-791-2673 | aheinzen@diolc.org

Marriage Ministry Reports

Just a reminder that the Marriage Minister database reports given to pastors at Fall Clergy Days were due on November 18th. If you have not submitted your report to us, please do so as soon as you are able. If you need another copy of your report, please email aheinzen@diolc.org and a copy will be sent to you electronically.

Advent Reflections

Cathedral Parish in La Crosse has developed a beautiful Advent Reflection that can be distributed to the families in your parish. [Download](#) a copy of this resource to share this with your parishioners.

Marriage CD Available for Christmas

Looking for a great Christmas gift for the married couples in your parish? Give them a copy of [Making Happiness a Habit: Four Steps to a More Joyful Marriage](#) by Dr. James Healy. These CDs which normally sell for \$15.95 are available for just \$1 + S&H. To order copies for your parish [download](#) the order form or contact mberg@diolc.org. This is one Christmas gift they will thank you for!

Teaching the Way of Love Newsletter for December

Please make the Teaching the Way of Love Newsletter available to all of the parents in your parish school or Religious Education program. Download the PDF file [here](#).

WorldWide Marriage Encounter Weekend Date

Please put this information in your bulletin.

A worldwide Marriage Encounter weekend experience is being offered on March 3-5, 2017 at the Days Inn Conference Center in La Crosse, WI. To sign up for this weekend, go to iowa-wwme.org or call 563-608-3305 to take advantage of this special opportunity.

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Office for Ministries

Director: Christopher Ruff – 608-791-0161 | cruff@diolc.org

NOTE: First 3 items below for Parish Bulletins

March for Life: Chicago January 15

Gather with others from around the Diocese and the Midwest for the **March for Life: Chicago!** - Sunday, January 15, 2:00-4:00 p.m. -- Federal Plaza - 50 W. Adams - Chicago, IL. Pro-Life Wisconsin is sponsoring buses for transportation to/from Wausau, Plover, La Crosse and Sparta. For information and to register, visit www.prolifewi.org and click on "Chicago March."

For a complete Respect Life Calendar of Events, visit www.diolc.org/respectlife.

Post-Abortion Healing Retreat January 20-22

Rachel's Vineyard of Stevens Point, an extraordinarily effective healing ministry for women and men suffering from post-abortion heartache, is offering a healing retreat the weekend of Jan. 20-22, 2017. For more information, contact Lisa Sommers at rvstevenspoint@gmail.com or 715-204-9561. Your confidentiality is assured.

NEW Class for Deacon Formation Begins in Fall of 2017

Diaconate Discernment Retreat February 3-4, 2017

A Discernment Retreat for men who feel they may be called to the permanent diaconate will be held Friday-Saturday, February 3-4 at St. Anthony's Spirituality Center. For information and a registration form, visit www.diolc.org/deacon-discernment. See general information about the Permanent Diaconate on the diocesan [website](#). For more information, contact Christopher Ruff, Office for Ministries and Social Concerns, at cruff@diolc.org or (608) 791-2664. The Discernment Retreat is mandatory for those considering applying for the class beginning fall 2017.

Diocesan CCHD Collection Weekend of January 28-29 or February 4-5

Bishop Callahan has asked the parishes of the Diocese to take up the collection for the Catholic Campaign for Human Development (CCHD) either the last weekend in January or the first weekend in February. Resources for the CCHD collection have been sent to all the parishes by the USCCB. If you have questions, please call the Office for Ministries and Social Concerns at 608-791-0161.

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Office for Missions

Director: Fr. Woodrow Pace – 608-791-2676 | wpace@diolc.org

Thank you to all our parishes for participating in [World Mission Sunday 2016](#). As the envelopes come in please forward the donations to the Mission Office for the Society of the Propagation of the Faith. Let us know if you have any questions or changes necessary for next year.

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Office for Pontifical Ceremonies

Director: Michael Haight – 608-791-2697 | mhaight@diolc.org

No items this week.

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Office for Sacred Worship

Director: Christopher Carstens – 608-791-0161 | ccarstens@diolc.org

No items this week.

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Office for Safe Environment

Director: Msgr. David Kunz – 608-791-2689 | tboisvert@diolc.org

DIOCESE OF LA CROSSE GUIDELINES FOR REPORTING INSTANCES OF CHILD ABUSE

The Diocese of La Crosse, through its [policies and procedures](#), seeks to provide a prompt, appropriate and compassionate response to reporters of sexual abuse of a child by any diocesan agent (employee, volunteers, vendors, religious or clergy). Anyone wishing to make a report of an allegation of sexual abuse should send that report to the Most Reverend William Patrick Callahan, bishop of La Crosse, at the Diocese of La Crosse, P.O. Box 4004, La Crosse, WI 54602-4004. The reporting form is available through the Diocese of La Crosse Office of the Vicar for Clergy or on the diocesan website at: www.diolc.org. **Individuals are also encouraged to take their reports directly to civil authorities.** Copies of the diocesan policy are available through your local parish and on the [diocesan website](#). If you have any questions about the Diocese of La Crosse and the implementation of the *Charter for the Protection of Children and Young People*, please contact Monsignor David Kunz, Vicar for Clergy, Diocese of La Crosse, at (608) 791-2679; or dkunz@diolc.org.

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Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608-788-7707 | treichenbacher@diolc.org

No items this week.

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Office for Social Concerns

Director: Christopher Ruff – 608-791-0161 | cruff@diolc.org

No items this week.

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Office for Stewardship & Development

Director: Jeff Reiter – 608-791-2653 | jreiter@diolc.org

No items this week.

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Office for Temporalities

Diocesan Finance Officer Marie Gernes – 608-791-2668 | mgernes@diolc.org

FLSA Overtime/Exemption will NOT go into effect on December 1

As you may have heard, a federal judge in Texas entered a preliminary injunction that has stayed the implementation of the rule change to the FLSA amendments, which had been set to occur on December 1. Consequently, the current version of the FLSA rules (including that employee may be exempt from overtime wages if they are (1) paid on a salary basis (2) paid at least \$455 per week and (3) have primary duties of executive, administrative or professional functions) will remain in place until further notice during litigation in the case pending before the federal judge in Texas.

All of this means that the FLSA changes will **NOT** go into effect now on December 1, because they have, at least temporarily, been put on hold, by the preliminary junction granted by Judge Mazzant. Furthermore, Judge Mazzant determined that his decision would be a “nationwide injunction” and “applicable to all states.” This gives the Diocese some flexibility to postpone implementation of changes with respect to either wage increases or requiring employees who had historically been considered to be exempt to begin to keep time records. However, this is true only with respect to employees who still qualify for the exemption under the FLSA’s current rules.

Please review all of your employees that are currently being treated as an Exempt employee to make sure they actually meet the qualifications to be an Exempt employee. Even though this ruling will not go into effect on December 1, there may be changes that are necessary in how you are paying your employees as they may not be eligible to be Exempt.

I plan to be in contact with each parish in December to do a review of all current Exempt employees to verify that the employee qualifies to be Exempt. You may also contact me anytime with questions or concerns.

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Office for Vocations

Director: Fr. Alan Wierzba – 608-791-2667 | awierzba@diolc.org

No items this week.

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Office for Vicar for Clergy

Director: Msgr. David Kunz – 608-791-2689 | tboisvert@diolc.org

No items this week.

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Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608-791-2652 | crogers@diolc.org

2017 Pilgrimage for Life

Registration for the 2017 Pilgrimage for Life is now open. We will depart for Washington, DC on the afternoon of Wednesday, January 25, and return home on the afternoon of Sunday, January 29. This is for any one ages 13 and up. An email with all of the details went to each of our parish contacts on Wednesday, November 16. Our website with all the information will be updated soon. [Please click here to go to our website.](#)

Parish Visits

Please know that I am happy to come and visit parishes to help develop youth ministry programs, leadership development, give talks to youth, parents, etc. We are here to serve you.

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