



Chancery Bulletin - Vol. 3, No. 11.2 | November 13, 2018

- [Catechesis & Evangelization](#)
- [Chancery](#)
- [Communications](#)
- [Consecrated Life](#)
- [Marriage & Family Life](#)
- [Ministries](#)
- [Mission Office](#)
- [Pontifical Ceremonies](#)
- [Sacred Worship](#)
- [Safe Environment](#)
- [Schools Office](#)
- [Social Concerns](#)
- [Stewardship and Development](#)
- [Temporalities](#)
- [Vocations](#)
- [Vicar for Clergy](#)
- [Youth and Young Adult Ministry](#)
- [Past Chancery Bulletins](#)



A message from Bishop William Patrick Callahan

Pilgrimage to
Lourdes, Lyon & Paris
with Bob Dolan & Bishop William Patrick Callahan
Bishop of the Diocese of La Crosse

About our host

- Former Milwaukee TV sportscaster/radio talk-show host
- Current owner of Dolan Productions
- Brother of Cardinal Dolan of the Archdiocese of New York

Bob Dolan
Our Host

Bishop William Patrick Callahan
Our Chaplain

May 27 - June 4, 2019

Please join me on a nine-day pilgrimage to Lourdes, Lyon and Paris. On this all-inclusive pilgrimage you will experience sites such as the Grotto of Massabielle and the pilgrim's path to Compostela, the Carmelite Monastery of St. Therese, the "Little Flower", Omaha Beach, and the City of Light, Paris, plus many more. Each guest will enjoy 4-star hotel accommodations, breakfast and dinner daily, as well as an opportunity for daily Mass and spiritual activities. For more information, contact my office at 608-788-7700 or call Ashley at Canterbury Pilgrimages at 800-653-0017.



Officials

The Most Reverend William Patrick Callahan, D.D., Bishop of La Crosse, makes the following announcements:

The Reverend **Emmanuel Kofi Asamoah Bekoe**, with the permission of the Most Reverend John Bonaventure Khofi, Bishop of Sekondi-Takoradi, Ghana, is appointed Associate Pastor at Saints Peter and Paul Parish in Independence and St. John the Apostle Parish in Whitehall, with residence at the Saints Peter and Paul Parish rectory in Independence, effective November 9, 2018.

Deacon **Kevin Ray**, Deacon at St. Joseph Parish in Adams and Director of Deacon Personnel, is released from his responsibilities as Deacon at St. Joseph Parish in Adams and is appointed to serve as Deacon at St. Lawrence Parish in Wisconsin Rapids and St. Phillip Parish in Rudolph, effective November 30, 2018. He retains his appointment as Director of Deacon Personnel.



Events

As of Nov. 13 – Click the calendar for more events

Tuesday, November 13

9:00am Curriculum Work Day - Marshfield

Thursday, November 22

Thanksgiving - Curia Offices Closed - Nov 22 and 23

Sunday, November 25

Solemnity of Christ the King

Tuesday, November 27

Giving Tuesday

Saturday, December 1

9:00am Burning Hearts Theology of the Body - Plover

Saturday, December 8

Annual Retirement Fund for Religious Collection - Dec. 8-9

Solemnity of the Immaculate Conception of the Blessed Virgin Mary

9:00am Burning Hearts Theology of the Body - Eau Claire

Monday, December 24

Christmas - Curia Offices Closed Dec 24-26

Monday, December 31

New Year's Day Curia offices Closed - Dec. 31-Jan. 1

Monday, January 7, 2019

7:00pm Webinar - Raise Them Well - Emotional Maturity

Tuesday, January 8, 2019

8:30am Winter Administrators' Meeting - La Crosse

Wednesday, January 9, 2019

8:30am New Administrators' Meeting - La Crosse

[<<Top >>](#)



Chancery Office

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

No items this week.

[<<Top >>](#)



Office for Catechesis & Evangelization

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

Best Practices – Going Deeper in Prayer

If your parish or school hopes to engage parents with the Going Deeper in Prayer initiative soon, consider this suggestion from a parish who will be handling it this way: Gather parents to receive a “gift” for their family before Advent begins. It is helpful to explain and model the family prayer initiative to reveal its simplicity. [Click here](#) for all materials.

9th Grade – Praying with Scripture

The prayer card for parents and young people in 9th grade for praying with Scripture is available for Advent and Christmas. [Click here](#).

Links to Dr. Carole Brown’s talks

Dr. Carole Brown spoke at the Fall Clergy Conference in 2017 about a framework of conversion based upon key evangelization documents and real life experience, and a tool that works in all types of settings. Priests have requested that her talks be recorded so that they could share them with their staff. [Click here](#) for 6 short recordings that lay out a compelling plan.

[<<Top >>](#)



Office for Communications

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

For Your Parish Bulletin:

Bishop Callahan’s Advent Prayer Request Automated Phone Message - Dec. 6

Bishop Callahan will be sending out his Advent Prayer Request via an automated call originating from 608-352-9565 on December 6, 2018. To submit your intention, just leave it as a message when you receive the call. Alternatively, you can call 608-352-9565, or you can go to diolc.org/pray to submit your request. All intentions will be presented and prayed for at his Christmas Masses.

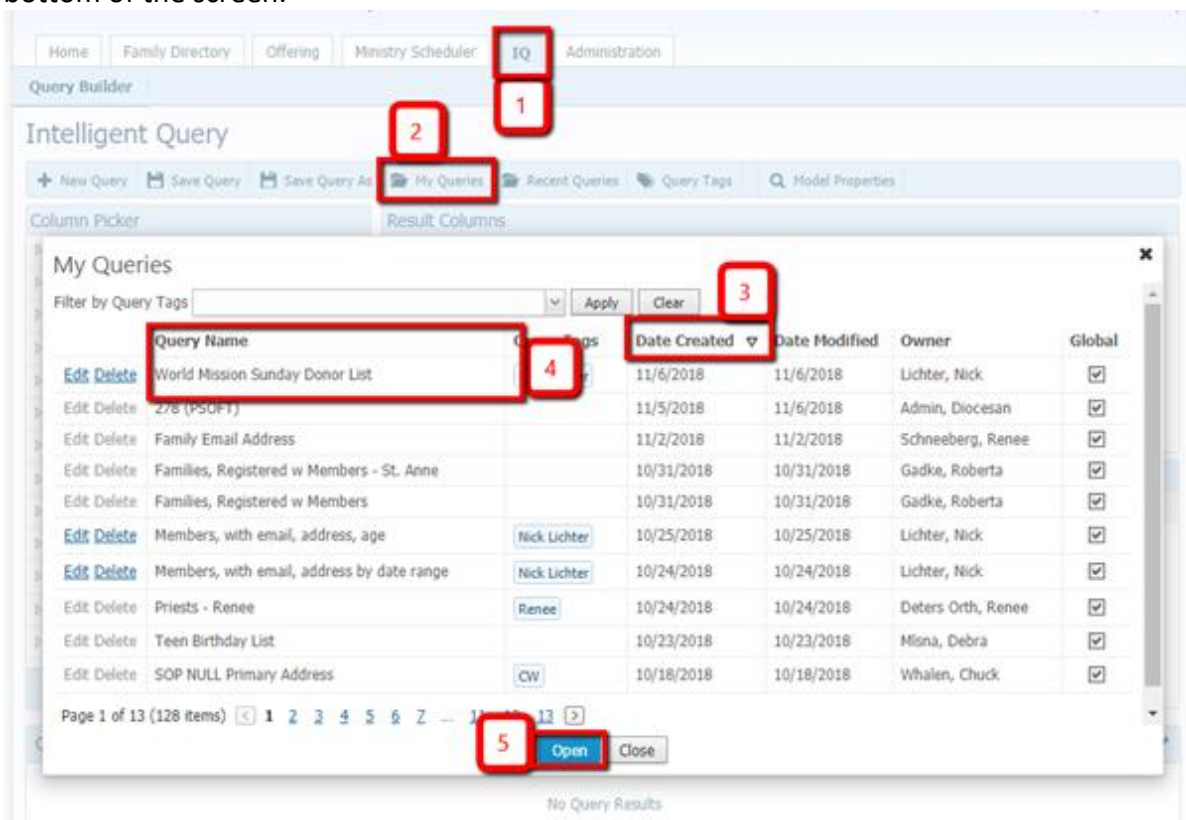
For Your Parish Bulletin:

Br. James Miller to be Beatified

On Thursday, November 8, the Vatican announced that Pope Francis authorized the beatification of Stevens Point native Br. James Miller. He was shot to death on February 13, 1982 in Guatemala outside the school where he taught. We give thanks to the Holy Father and congratulate the Christian Brothers for Br. James Miller's heroic witness to his Faith.

World Mission Sunday Donor List in 10 easy steps.

Parish Secretaries can use ParishSOFT IQ to generate the World Mission Sunday Donor List. All parishes have the IQ module and should be able to use this query to generate the required donor list. Navigate to IQ (1), My Queries (2), then click on the Date Created column (3) until the down arrow is displayed. This will sort World Mission Sunday Donor List query near the top of list. Select the query by clicking on its name (4), and then click Open (5) at the bottom of the screen.



The World Mission Sunday Donor List query will open in a new screen. Set Query Conditions (1) as may be appropriate for the parish. Enter your Parish ID number for the Organization Local Ord ID, (495 in the example below). Check Unique Records Only (2), click Execute Query (3) and then click Query Results, Export to CSV (4), as shown below. The resulting CSV file results will download to your computer. You can open the download file, check it for accuracy and then email it as an attachment (5) to [Marga Apel](mailto:Marga.Apel@parishsoft.com) in the Mission Office. 10 easy steps!

Query Conditions

Select records where **all** of the following apply

Families is Registered is equal to Yes

and Funds Description is equal to Mission Sunday

and Contributions Payment Date is between Jul 01 2018 00:00 and Dec 31 2018 00:00

and Organization Local Org ID starts with 495

[Add new condition]

Return All results

Unique Records Only

Execute Query

Query Results

Export to CSV

[<<Top >>](#)



Office for Consecrated Life

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

Reminder: Retirement Fund for Religious

The annual parish collection for the national Retirement Fund for Religious is scheduled for the weekend of December 8-9. In the weeks before the collection, please promote the campaign in your parish bulletin and, on the weekend itself, please include a petition for retired religious in your General Intercessions at Holy Mass (sample texts are below).

For your parish bulletin

Please support the Retirement Fund for Religious

Elderly Catholic sisters, brothers, and religious order priests need your help. All of us, in some way or another, have benefitted from their many years of service in Catholic schools, hospitals, and parishes. Your gift to the national Retirement Fund for Religious provides funding for medication, nursing care, and more. The collection for this campaign will be at Holy Mass the weekend of December 8-9. Thank you for your support! *Roughly 94 percent of donations to the fund directly aid senior religious and their communities.*

Sample Petition for Holy Mass (for Masses the weekend of December 8-9)

We pray for God’s continued blessings on all our women and men religious, especially those who have served others over many years and are now in need themselves.

For more information and further resources: [Retirement Fund for Religious](#)

[<<Top >>](#)



Office for Marriage & Family Life

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

Notification: All Pastors and Pastoral Associates Please Read

Over the past year, numerous fertility awareness/Natural Family Planning organizations have popped up on the internet. While some do have reliable scientific research behind them, many do not. It has come to our office's attention that several of these groups may be contacting parishes in our diocese asking for support of their services. If you receive direct information from a fertility awareness/NFP organization, we ask that you check in with us so that we can assess the reliability of their services and determine if they are aligned with Catholic Church teaching. Just send an email to nfp@diolc.org and we will be happy to assist you.

[<<Top >>](#)



Office for Ministries

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

For Your Parish Bulletin

Diaconate Discernment Retreat Feb. 1-2, 2019

Are you a man at least 35 years of age who feels a yearning to give yourself more radically to the service of God and the Church? Can you see yourself preaching the Gospel, serving those in need, and assisting at the altar? Are you perhaps called to be a deacon? Talk to your pastor about attending the Diaconate Discernment Retreat to be held at St. Anthony's Spirituality Center Feb. 1-2, 2019, and then call the Office for Ministries and Social Concerns at 608-791-0161. A new deacon formation class will begin in the fall of 2019 and attendance at the Discernment Retreat is a prerequisite. For more on the diaconate and the discernment retreat, visit www.diolc.org/diaconate.

[<<Top >>](#)



Office for Missions

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

World Mission Sunday reporting is now more easily available for parish secretaries using ParishSoft. The Office of Communications has included instructions in this Chancery Bulletin, so we refer you to that section above. Once you have completed the report please check it for accuracy and then email it as an attachment to [Marga Apel](mailto:Marga.Apel) in the Mission Office.

[<<Top >>](#)



Office for Pontifical Ceremonies

Director: Michael Haight – 608-487-2138 | ceremonies@diolc.org

Funeral Masses of Diocesan Clerics and their Parents: To better assist in the preparations for these funerals, please respond to the email invitation sent from the Diocesan Office of Pontifical Ceremonies. Deans are kindly asked to contact the senior priests and senior

deacons in their deanery to assist in their participation in attending the funeral. This helps ensure the proper number of vestments will be available and will also assist the host parish in the area of reserved seating needed for visiting clergy.

Disposal of Old or Unused Liturgical Appointments: The Diocesan Office of Pontifical Ceremonies would be happy to receive statues, vestments, ritual books (currently approved for use), candlesticks, or other forms of stationary that are no longer used, but in usable condition. Likewise, if you're looking for religious appointments feel free to contact us on availability.

[<<Top >>](#)



Office for Sacred Worship

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

Liturgical Calendar Dates for 2019

Click [here](#) for a listing of significant dates in the 2019 liturgical year.

Mass Schedule for Immaculate Conception, December 8

The Solemnity of the Immaculate Conception this year is Saturday, December 8, and it remains a holyday of obligation. Masses on Friday evening, December 7, and during the day of Saturday, December 8, will observe the Solemnity of the Immaculate Conception. Masses beginning the evening of Saturday, December 8 will observe the Second Sunday of Advent. Catholics are to attend Mass twice that weekend, once to fulfill the holyday of obligation (Immaculate Conception) and once to satisfy the Sunday obligation.

[<<Top >>](#)



Office for Safe Environment

Coordinator: Teresa Brown – 608-791-2679 | tbrown@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. Alternatively, you can contact Mrs. Karen Becker, Victim Assistance Ministry, 608-519-8002 or kbecker@cclse.org. 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 Teresa Brown, Diocese of La Crosse, at (608) 791-2679; or tbrown@diolc.org

We are still receiving basic background checks that just have “volunteer” marked under position. The form will be returned to your Parish or School for complete information. It is very important for you to designate what type of volunteer they will be. Examples: lunchroom helper, recess monitor, field trip chaperone, classroom helper. If only volunteer is marked, the background check will not be submitted until it is updated.

Fingerprinting change: As of July 1, 2018 all paid employees must be fingerprinted. All current employees that were grandfathered in will now need to have prints done. This also includes all janitors and coaches regardless if they are paid or volunteer. If you need print cards, please contact Teresa Brown, and they will be mailed to your school or parish.

[<<Top >>](#)



Office for Catholic Schools

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

No items this week.

[<<Top >>](#)



Office for Social Concerns

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

For Your Bulletin:

Two Marches for Life – Washington, D.C. or Chicago

There are two excellent opportunities to march for life once again this year. The Pilgrimage for Life to Washington, D.C., sponsored by the Office for Youth and Young Adult Ministry, runs Jan. 16-20, 2019. Visit www.diolc.org/yva and click on “Pilgrimage for Life” to sign up. The March for Life Chicago is one day only, Jan. 13, and you can sign up by visiting www.prolifewi.org and scrolling down to the link. Both pro-life marches have buses leaving from locations around our diocese.

For Your Bulletin:

Video of Ben Nguyen’s talk, “Roe v. Wade on the Brink”

Watch Ben Nguyen’s Oct. 23 talk, “Roe v. Wade on the Brink.” Visit www.diolc.org/respect-life. Ben gives a compelling account of the legal and human tragedies intertwined in the infamous 1973 Supreme Court decision legalizing abortion.

Pastors and Bulletin Editors:

Bulletin Notices on Human Trafficking

Brief bulletin notices for the next 12 months on the fight against human trafficking can be found in [English and Spanish here](#). Help raise awareness and involvement in this cause. The notices are in MS Word format to be easily copied and pasted.

Urge Congress to Aid the Fight against Global Hunger

Congress is back in session and is expected to work on finalizing the Farm Bill. Now is a critical time to emphasize its role in global hunger relief. Send a [personalized message](#) to Congress about the Farm Bill now.

[<<Top >>](#)



Office for Stewardship & Development

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

NEW: Planned Giving – Gifts in Wills and Estate Planning.

We now have a new tool to help with planned giving and estate planning. We encourage you to look and begin to share this site with your parish leadership. <http://diolclegacy.org/> We will begin to rollout this site out in earnest, by starting with meetings for parish leadership, so you can understand and help interested people find the information they are requesting. We will then come back with both scheduled and upon request public presentations to promote this tool and educate our parishioners how easy it is to make a legacy gift and how great the impacts such gifts can have.

Diocesan Annual Appeal – Endurance in Hope

Our stories have been well received, and the people are responding. Thank you to all the parish leaders who continue to promote this vital ministry. Remember to keep promoting this ministry, as it is the largest source of funding for the charitable works and ministries we as a diocesan community participates.

As of November 12, 2018:

- 55.2% of our Goal Pledged and Received
- 14 Parishes Over Goal
- 19 Parishes are 75% of Goal or better
- 169 New Investors to the Annual Appeal
- 446 Investors who were lapsed for one year or more are now re-engaged
- The Average Pledge is up to \$463.67 compared to \$417.00 last year

Our Next mailing will be going out and in mailboxes just after Thanksgiving. We plan to contact all who have not participated yet and ask them again to invest. We will also initiate contact with all newly registered parishioners who have joined since we sent our last mailing. The timing of our mailing is meant to ride the Giving Tuesday, the Tuesday following Thanksgiving, promotions.

Is your parish exploring the idea of a Capital Campaign, Strategic Planning, interested in Planned Giving, or want to become a Stewardship Parish? If you need ideas to reinvigorate your stewardship journey or would like to share your successes and trials, please give our office a call - we would love the opportunity to serve you

[<<Top >>](#)



Office for Temporalities

Staff Accountant: Kurt Jereczek – 608-791-0171 | kjereczek@diolc.org

No items this week.

[<<Top >>](#)



Office for Vocations

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

Please include the following intercession for vocations for your Sunday prayers of the faithful.

That our parish community will nurture marriage and religious vocations through their lives of prayer and service, giving witness to God's loving action in the world.

[<<Top >>](#)



Office for Vicar for Clergy

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

Upcoming Dates and Events for 2018 & 2019:

Priest Retreat April 29-30 and May 1-3, 2019

Priest Unity Days June 20-22, 2019

Deacons and Wives afternoon with the Bishop - Holy Cross Diocesan Center, August 10, 2019

Fall Clergy Conference October 14-15, 2019.



Office for Youth & Young Adult Ministry

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

No items this week.

[<<Top >>](#)

Diocese of La Crosse | 3710 East Ave S | La Crosse, WI 54601 | 608-788-7700

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