



## Chancery Bulletin - Vol. 2, No. 11.3 | November 21, 2017

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### Officials

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

The Reverend **Arokiam Amirtha Raj**, with the permission of the Most Reverend J. Susaimanickam, Bishop of Sivangangai, India, is appointed Parochial Administrator of Immaculate Conception Parish in Alma Center, St. John Cantius Parish in Fairchild, and St. Joseph Parish in Fairview, effective November 30, 2017.

The Reverend **Joseph Maria Arockiam, OFM Cap.**, Parochial Administrator of Annunciation of the Blessed Virgin Mary Parish in Viroqua and St. Mary Parish in Coon Valley, will be returning to his order, at the request of his Provincial, effective February 28, 2017.



### Events

As of Nov. 21

<b>Tuesday, November 21</b>
7:00pm Webinar - Teaching the Way of Love: Become Family
<b>Wednesday, November 22</b>
Final UPS pick up date for Iowa Testing
<b>Thursday, November 23</b>
Thanksgiving-- Curia Offices Closed
<b>Friday, November 24</b>
Day after Thanksgiving - Curia Offices Closed
<b>Sunday, November 26</b>
Solemnity of Christ the King
<b>Friday, December 8</b>
Solemnity of the Immaculate Conception of the Blessed Virgin Mary - Curia Offices Closed
<b>Monday, December 11</b>
7:00pm Webinar - Teaching the Way of Love: Choose Charity
<b>Monday, December 25</b>
Christmas Day-- Curia Offices closed
<b>Tuesday, December 26</b>
Curia Offices Closed
<b>Monday, January 1, 2018</b>
New Year's Day-- Curia Offices closed
<b>Tuesday, January 9, 2018</b>
School Administrators' Winter Meeting - La Crosse
<b>Saturday, January 13, 2018</b>
7:30am Married Love: Two Becoming One Retreat - Stevens Point (One Day)
<b>Tuesday, January 16, 2018</b>
National Religious Freedom Day
7:00pm Webinar - Teaching the Way of Love: Expect Correct Behavior
<b>Wednesday, January 17, 2018</b>
8:00am Pilgrimage for Life - Washington, DC - Jan 17-21
<b>Saturday, January 27, 2018</b>
Brains and Brawn Middle School Competition - La Crosse
8:30am Married Love: Two Becoming One Retreat - Richland Center (One Day)

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 **Chancery Office**

Chancellor Very Rev. William Dhein – 608-791-2655 | [wdhein@diolc.org](mailto:wdhein@diolc.org)

No items this week.

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 **Office for Catechesis & Evangelization**

Director: Ann Lankford – 608-791-2658 | [alankford@diolc.org](mailto:alankford@diolc.org)

### **Bulletin Insert for weekend of December 3** [click here](#)

Advent means “comings.” The readings from the four Sundays of Advent help us to focus our attention on these “comings.”

### **Safe Environment Teaching Materials for Kindergarten through 4<sup>th</sup> grade**

Make use of these age-appropriate Power Point presentations for Safe Environment student training developed by Chris Rogers and Ann Lankford. Show them from the website or download them to a computer. Kindergarten through 4th grade materials are now available. [Click here for the materials](#), which are located on the Safe Environment section, in the Library, on the right hand side of the page.

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### **Office for Communications**

Director: Jack Felsheim – 608-791-2663 | [jfelsheim@diolc.org](mailto:jfelsheim@diolc.org)

### **Bishop’s Advent Message and supporting graphics**

Bishop Callahan has recorded his Advent video message, [which is available here](#) for you to share on your Facebook page and link to your website.

Advent website and Facebook banners have also been created and are available for your use at the [diocesan media resources page](#).

### **December Catholic Life Magazine**

The December issue of *Catholic Life* should be delivered the week of Nov. 27, 2017.

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### **Office for Consecrated Life**

Director: Sr. Donna Krzmarzick, ISSM – 608-791-2690 | [dkrzmarzick@diolc.org](mailto:dkrzmarzick@diolc.org)

### **Reminder: Retirement Fund for Religious**

The annual collection in parishes for the national Retirement Fund for Religious is scheduled for the weekend of **December 9-10**. 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 (see below).

**For Your Bulletin** (*please repeat this message in your 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. *Often they received little to no pay*, and now there is a shortage in retirement savings. 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 9-10. Thank you for your support! *Roughly 94 percent of donations to the fund directly aids senior religious and their communities.*

**Sample Petition for Holy Mass** (for Masses the weekend of December 9-10)

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](#)

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## Office for Marriage & Family Life

Director: Alice Heinzen – 608-791-2673 | [aheinzen@diolc.org](mailto:aheinzen@diolc.org)

**Reminder: NFP Mandate Begins December 3<sup>rd</sup>**

All engaged couples of child-bearing years who are preparing for marriage within the Diocese of La Crosse will be required to take a full course of NFP.

Who is responsible for making sure this requirement is met?

The priest or deacon who prepares couples for marriage is responsible for supervising this requirement. It is his obligation to include this as a vital step in the preparation process, explain why this is a requirement and do all he can to encourage the couple to fulfill it. Most NFP courses will give the couple a certificate of completion, which should go into their pre-cana file. If the course does not offer a certificate of completion, the couple should request a letter from the instructor indicating successful completion of the course.

**A Great Family Ritual for your Parish! Bambinelli Sunday – December 17th**

For the past several decades, each year on Gaudete Sunday, the Third Sunday of Advent, children (and adults) bring their Baby Jesus figurines from their home crib to St. Peter's Square where the Pope will bless both the people and the figurines during the Angelus.

This year consider celebrating "Bambinelli Sunday" at your parish on Sunday, December 17.

Invite your parishioners to bring the Baby Jesus figurine from their home crib to be blessed on Sunday, December 17. Families can even make their own "bambinelli" if they want. A suggestion is, following the blessing, take your "bambinelli" home and place it in a gift box, wrap it, and save it for Christmas. Let this be the first gift your family opens on Christmas, when together you place your Baby Jesus figure in the crib, and have a home blessing of the Nativity for your whole family.

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## Office for Ministries

Director: Christopher Ruff – 608-791-0161 | [cruff@diolc.org](mailto:cruff@diolc.org)

No items this week.

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## Office for Missions

Director: Fr. Woodrow Pace – 608-791-2676 | [wpace@diolc.org](mailto:wpace@diolc.org)

No items this week.

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## Office for Pontifical Ceremonies

Director: Michael Haight – 608-791-2697 | [ceremonies@diolc.org](mailto:ceremonies@diolc.org)

No items this week.

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## Office for Sacred Worship

Director: Christopher Carstens – 608-791-0161 | [ccarstens@diolc.org](mailto:ccarstens@diolc.org)

### Liturgical Calendar Dates for 2018

Click [here](#) for a listing of significant dates in the 2018 liturgical year.

### Christmas Mass Schedule

The Fourth Sunday of Advent this year falls on December 24. Masses during the day will celebrate the Fourth Sunday of Advent, while Masses on Sunday evening will observe the Vigil for Christmas. Catholics are to attend Mass twice that weekend, once to observe Sunday and once for Christmas.

One week later, Sunday, December 31, will celebrate the Feast of the Holy Family during the morning, while Sunday evening Masses can observe either the Feast of the Holy Family or the Solemnity of Mary, Mother of God; either Mass will fulfill the faithful's Sunday obligation. Monday, January 1, is not a Holy Day of obligation in 2018.

### Blessing of Advent Wreath

The Blessing of the Advent Wreath is found in the *Book of Blessings* beginning at n.1509. "If the Advent Wreath is to be used in church," says the rite, "it should be of sufficient size to be visible to the congregation.... If it is placed in the presbyterium, it should not interfere with the celebration of the liturgy, nor should it obscure the altar, lectern, or chair." The wreath is blessed on the First Sunday of Advent in conjunction with the Universal Prayer; the first candle is lit after the blessing. On succeeding Sundays, the remaining candles are lit before Mass, without additional blessing prayers.

**RCIA: To Pastors, Pastoral Associates, and RCIA Coordinators**

Bishop Callahan wishes to send Christmas greetings and words of encouragement to those currently participating in the RCIA process. Please return [this form](#) requesting the names of catechumens preparing for entry into the Church at the Easter Vigil and candidates seeking full communion.

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## Office for Safe Environment

Director: Msgr. David Kunz – 608-791-2689 | [tbrown@diolc.org](mailto: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](mailto: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](http://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](mailto:dkunz@diolc.org).

If you need Safe Environment posters, pamphlets, red / green books, forms or a dvd of foundations, please call or email and they will be sent out to you.

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## Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608-788-7707 | [treichenbacher@diolc.org](mailto:treichenbacher@diolc.org)

No items this week.

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## Office for Social Concerns

Director: Christopher Ruff – 608-791-0161 | [cruff@diolc.org](mailto:cruff@diolc.org)

No items this week.

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## Office for Stewardship & Development

Director: Jeff Reiter – 608-791-2653 | [jreiter@diolc.org](mailto:jreiter@diolc.org)

No items this week.

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## Office for Temporalities

Diocesan Finance Officer Marie Gernes – 608-791-2668 | [mqernes@diolc.org](mailto:mqernes@diolc.org)

### Hawkins Ash CPAs –Year End Payroll Processing Free Webinar

Join Hawkins Ash CPAs for a FREE Webinar on Thursday, December 7, 2017 from 9:00-10:30 a.m. Click [here](#) for more information and to register.

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## Office for Vocations

Director: Fr. Alan Wierzba – 608-791-2667 | [awierzba@diolc.org](mailto:awierzba@diolc.org)

We will be re-ordering the Seminarian Daily Prayer Booklet. If you need more for your parish contact Renee' ([rorth@diolc.org](mailto:rorth@diolc.org) or 608-791-2667).

Please include the following intercession for vocations on November 23 – Thanksgiving

In thanksgiving for those marriages, priests, sisters, and brothers who inspire and strengthen us by the witness of their commitment.

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## Office for Vicar for Clergy

Director: Msgr. David Kunz – 608-791-2689 | [tbrown@diolc.org](mailto:tbrown@diolc.org)

### Upcoming 2018 Dates

February 9-11, 2018 Deacon Retreat – St. Anthony Spirituality Center – Marathon, WI  
June 28-30, 2018 Priest Unity Days – Holy Cross Diocesan Center – La Crosse, WI  
June 30, 2018 Ordination – St. Joseph the Workman Cathedral - La Crosse, WI  
August 11, 2018 Deacon afternoon with the Bishop - Holy Cross Diocesan Center – La Crosse  
October 8-9, 2018 Fall Clergy Conference- Holy Cross Diocesan Center – La Crosse, WI

Our Office will be closed November 23-24, 2017 in observance of Thanksgiving. Please submit your request for Letters of Suitability early if needed for the rest of November.

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## Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608-791-2652 | [crogers@diolc.org](mailto:crogers@diolc.org)

### **Pilgrimage for Life**

All of the Pilgrimage for Life information is on our website at <http://diolc.org/vya/youth-opportunities/pilgrimage-for-life/> . Please consider bringing a group, we would love to have you join us!

### **Catholic Scout Retreat 2017: Spiritual High Adventure**

(Visitors from all dioceses and all faiths are always welcome.)

Place: St. Patrick's School – 100 South L Street – Sparta - WI

Date: Saturday January 13, 2018

Time: registration 8:30 to 9:00AM sessions will end at 5PM

Meals: Lunch provided

Cost: \$6.00 per person, early registration prior to December 1<sup>st</sup> 2017 \$5.00

For Information contact: Cindy Sjolander at 608-783-4911 or [catholicscoutslacrosse@diocese@gmail.com](mailto:catholicscoutslacrosse@diocese@gmail.com)

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To unsubscribe from this e-mail message contact [mwilson@diolc.org](mailto:mwilson@diolc.org)