



Chancery Bulletin - Vol. 3, No. 12.1 | December 4, 2018

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Officials

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

The Reverend **Clayton R. Elmhorst**, Parochial Administrator of St. Mary Parish in Lyndon Station is appointed Pastor effective January 1, 2019.

The Reverend **Matthew N. Marshall**, Parochial Administrator of St. Mary Parish in Coon Valley, Chaplain to the Hmong Community in the La Crosse area and Chaplain at Aquinas High School and Middle School in La Crosse, is appointed Pastor effective January 1, 2019.

The Reverend **Baskaran Sandhiyagu**, Parochial Administrator of Holy Rosary Parish in Owen and Saint Bernard-Saint Hedwig Parish in Thorp, is appointed Pastor effective January 1, 2019.

The Reverend **Leo Johnson Stanislaus**, Parochial Administrator of St. Anthony de Padua Parish in Loyal, St. Mary Help of Christians Parish in Greenwood and Holy Family Parish in Willard, is appointed Pastor effective January 1, 2019.

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Events

As of Dec. 4

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

Friday, January 11, 2019

Married Love: Two Becoming One Retreat - Eau Claire - Jan. 11 - 12

Saturday, January 12, 2019

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

9:30am Given Marriage Retreat - Marshfield

Wednesday, January 16, 2019

National Religious Freedom Day

Pilgrimage for Life - Jan. 16 - 20

Saturday, January 19, 2019

7:30am Married Love: Two Becoming One Retreat - Stevens Point

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Chancery Office

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

October Mass Counts

Thank you to the parishes who have submitted their October Mass Counts. If you have not yet submitted your October Mass Counts, please send them as soon as possible to mwilson@diolc.org or mail to the Chancery Office at P. O. Box 4004, La Crosse, WI 54602-4004.

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Office for Catechesis & Evangelization

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

Bulletin Insert for the weekend of December 16 [click here](#)

“Preparing for Christmas, for Busy People” focuses on the second part of Advent, helping us reflect on Jesus’ coming into this world and into our hearts.

January Formation: Online Learning System

Many parishes and schools provide ongoing formation for catechists and teachers in early January. We invite you to benefit from a new partnership that the Diocese of La Crosse has with the large-scale outreach ministry called the [Catechetical Institute](#). Their ministry is focused on forming catechists, school teachers and administrators, youth and young adult ministry teams, RCIA, and catechetical leaders etc.

This outreach is a means to help those in ministry grow to a place of excellence and ability. What Franciscan University has built is exceptional in its attention to the person, spiritual focus, *immense* depth and breadth of professional ministry formation, and high flexibility to attune to local needs.

To access this developing array of formational workshops, individual parishes pay a \$300 annual subscription. Anyone associated with a subscribing parish is then able to use the entire system for free. There are no other costs.

- Click <https://franciscanathome.com/> to view a sample workshop. Scroll down on the main page to pay \$5 for one month to check out the format of various workshops.
- Click [Onboarding Parishes through Diocesan Landing Page](#) for an explanation on what the workshops are and what they offer, and how to actually subscribe a parish or school.

Going Deeper in Prayer – 12th Grade

The Prayer Card and Resources for 12th Grade, with a focus on the ways that God offers us guidance, is now available here: <http://diolc.org/catechesis/prayer/>

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Office for Communications

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

Recent Email Scams targeting parish staff and parishioners – Stay Alert!

Last week we heard from two of our parishes who experienced a targeted Email scam. One involved iTunes and the other Amazon. Both attacks sent messages from a spoofed parish Email address to parishioners, staff, and others using address book information. We want you to be aware of these particular scams; this general type of scam is called spear phishing. These are targeted attacks that collect information from parish websites, bulletins or other public information. Using this information, an email is crafted that appears to be legitimate. Often the forged sender will request that the recipient wire money, send a gift card, send money in some other form or send account information. If you ever receive a request to send money, please verify in person or by calling a previously known phone number for that person. Please do not use a phone number in the email itself to verify the sender’s identity. There are phone scams similar to this as well. If you ever receive a phone call asking for

personal information, ask for the person's name and/or extension and then call back the company they represent (look up the number) and ask for that person. Make sure you find the phone number directly from the company's website or another legitimate source, such as a phone book. Simply Googling the company may give results with fake phone numbers.

New Phone System for the Holy Cross Diocesan Center

We are happy to let you know that the phone system at the Holy Crosse Diocesan Center has been replaced. All previous extensions and direct dial numbers are the same. Thank you for your patience during this transition.

Reminder: Bishop Callahan's Advent Video 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](#).

Reminder: For Your 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 an 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.

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Office for Consecrated Life

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

Retirement Fund for Religious

The annual collection in parishes for the national Retirement Fund for Religious is scheduled for this weekend, **December 8-9**. Please promote the campaign by including a petition for retired religious in your General Intercessions at Holy Mass (see below).

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

We pray for a generous response to the Retirement Fund for Religious, both by prayer and financial assistance.

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

Teaching the Way of Love Parenting Newsletter for December is Ready!

The December parent TWL newsletter – focus on Emotional Maturity – is ready for download. Please click [here](#) to read and/or download this month's issue. Thank you for widely distributing this to all families you serve; both those in your school and those in your religious education program.

GIVEN | Marriage Retreats Coming in 2019

Are couples in your parish looking for a mini retreat that gives them an opportunity to share, learn and celebrate marriage with other couples? Tell them about GIVEN! Click [here](#) to download a poster that you can use to help promote these retreats.

Bulletin Announcement: GIVEN Marriage Retreat

GIVEN is a one-day retreat that fosters a deeper understanding of Marriage. It includes inspiring talks, energizing music and meaningful conversation. Retreats will be held in Marshfield, Chippewa Falls and La Crosse. Dating, engaged and married couples are encouraged to attend. To get more information and/or register visit diolc.org/marriage/marriage-enrichment/.

Bulletin Announcement: Teaching the Way of Love Webinar | January 7

Parents, do you want to help your children use their emotions the way God intends? Would you like to know the role emotions play in a child's life? Register now for the January 7 parent webinar and learn how to teach your kids how to control their emotions. This webinar will move beyond a discussion of feelings and reveal the beauty of God's plan for emotional maturity. Register at: <https://diolc.regfox.com/raise-them-well-emotional-maturity>

SAFE HAVEN SUNDAY | First Sunday of Lent, March 10

SAFE HAVEN SUNDAY is an annual weekend set aside in the Diocese of La Crosse to directly address the harms of pornography in an appropriate and effective way. On March 10, the First Sunday of Lent, priests and deacons will teach and provide resources, within the context of Mass, that will support and protect individuals, marriages and families. The goal is to make all homes a safe haven. Watch for awareness resources about SAFE HAVEN SUNDAY in the coming weeks.

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Office for Ministries

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

Reminder: 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.

Reminder: New Leader of Prayer Class Begins in June 2019

Applications are now open for a new class of men and women who wish to serve as Leaders of Prayer for the Diocese of La Crosse. This is a three-part course of study by which lay persons are prepared and commissioned to serve their parishes by bringing Holy Communion to the sick; conducting a Liturgy of the Word, possibly with distribution of Communion, on weekdays when a priest is unavailable (or on Sunday in an emergency, or in care facilities or jails); and by leading parishioners in prayer at times of illness or death. Applicants must have completed the Lay Formation Institute and be sponsored by their pastor. For more information and to apply, visit www.diolc.org/ministries and click on "Leader of Prayer."

For Your Parish Bulletin

Diocesan Lay Formation Institute classes begins in fall of 2019.

Draw closer to Christ and deepen your knowledge of the Faith in a joyful community of learners! Registration is now underway for the next two-year cycle. Brochures and application forms can be downloaded at www.diolc.org/lay-formation. You can also watch a 3-minute slideshow shot at St. Anthony's Retreat Center. If you are interested, discuss this with your pastor. For more information, contact the Office for Ministries and Social Concerns at ministries@diolc.org or call (608) 791-2667.

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Office for Missions

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

No items this week.

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Office for Pontifical Ceremonies

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

Confirmations are in full swing! Pastors of parishes hosting Confirmations are kindly asked to watch their email inbox for detailed information. Please remember to complete all forms in full and return them no later than one week before the anticipated date of the ceremony. Any questions in regards to the liturgical celebration can be directed to the Diocesan Office of Pontifical Ceremonies.

Ceremonial Updates to Confirmation: Please be sure to read all the information sent in regards to the *Rite of Confirmation Liturgy* - most importantly the *Emcee Letter* and the *Ceremonial Guidelines for the Celebration of the Sacrament of Confirmation*. Both of these documents include new and updated information that will help make your Confirmation

Liturgy go smoothly and with proper solemnity. Updated guidelines are in place in regards to the seating of candidates and sponsors, as well as how photographs are to be taken.

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Office for Sacred Worship

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

RCIA: To Pastors, Pastoral Associates, and RCIA Coordinators

Bishop Callahan wishes to send Christmas greetings and words of encouragement those currently participating in the RCIA process. Please return [this form](#) with the names of catechumens preparing for entry into the Church at the Easter Vigil and candidates seeking full communion by December 14.

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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.

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.

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Office for Catholic Schools

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

Find some fun student answers to the question, “Who was St. Nicholas?” at <http://diolc.org/schools/who-is-st-nicholas>

Job Opening – President of McDonell Area Catholic Schools

Do you know someone interested in the president position for McDonell Area Catholic Schools? He or she should review the job posting -

http://www.mcdonellareacatholicschools.org/editoruploads/files/18_president.pdf or contact Jenna Mattice, Human Resource director for MACS, at 715-723-0538.

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Office for Social Concerns

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

For Your Bulletin:

March for Life Chicago

The March for Life Chicago is one day only, Jan. 13. Sign up by December 14 at www.prolifewi.org and scroll down to the Chicago link. Buses will be leaving from locations around our diocese.

March for Life Pilgrimage to Washington DC registration is open

Consider joining other pilgrims from the Diocese of La Crosse traveling to Washington DC on January 16 returning on January 20, 2019. The annual Pilgrimage for Life is open to all people ages 13 and up. Either join the group from your parish or contact the diocesan Office for Youth & Young Adult at 608-791-2652 or visit our website at diolc.org/m4l-reg

For Your Bulletin:

U.S. Bishops Raise Social Concerns

The U.S. Bishops invite you to make your voice heard in Washington on a number of issues, including:

- Protection of Catholic adoption and foster care agencies
- Global relief of poverty and hunger
- Protection of the right to seek asylum

For information and action alerts, see diolc.org/social-concerns.

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Office for Stewardship & Development

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

Reminder: A new Planned Giving – Gifts in Wills and Estate Planning website.

We now have a new tool to help with planned giving and estate planning. We encourage you to view and share this site with your parish leadership, <http://diolclegacy.org/>. We have had several inquiries already for the email newsletter and materials available. We will begin to roll out this site in earnest, first with meetings training parish leadership to respond to requests for information. We will then come back with scheduled and upon request parish presentations to promote this tool and educate your parishioners, showing them how easy it is to make a legacy gift and how great the impact such gifts can have.

Diocesan Annual Appeal – Endurance in Hope

Despite the negative messaging in the news media, the Church continues to work to fulfill its mission. The Diocesan Annual Appeal is how we as a diocesan community fund our commitment to do our part of fulfilling the mission. The good works continue as our story is told through the appeal, connecting with those who want to invest in the many good works. Thank you to all parish leaders who continue to promote this vital ministry. Remember to keep developing this ministry, as it is the largest source of funding for our charitable works and ministries.

As of December 3, 2018:

- We are at 61 % of our goal, up 9% from the Nov 13, 2018, Chancery Bulletin
- There are 22 Parishes over goal, up 8 parishes from up the previous report
- 2,019 people who invested last year this time, have increased their investment in the appeal this year; their overall dollar increase is up 40.3%
- 3,061 people who had not invested in the appeal by this time last year have already invested or have committed to invest this year
- 56 Parishes have raised more this year than last year at this time. A 25% gain
- 24 Parishes are 75% of goal or better, a net gain of 12 over the previous report
- 190 new investors to the Annual Appeal, up 21 people/families from the previous report
- 512 Investors who were lapsed for at least one year are now re-engaged, up 66 from the previous report
- The Average Pledge is \$465.48, compared to \$417.00 last year

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.

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Office for Temporalities

Director: Aad de Lange – 608-791-2668 | adelange@diolc.org

Please welcome Mr. Aad de Lange as the Director of the Office for Temporalities. Aad comes to us after eight years of service at the Diocese of Jackson and a distinguished career in the

corporate world prior to diocesan service. Feel free to reach out to his office with all of your Temporalities issues, and thank you for your patience during the search for a new director.

Brian Logue
Chief of Staff

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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 through our vocations to marriage, priesthood, and religious life, we may be signs of God's presence and love in the world.

The new seminarian prayer books are completed. Please contact Renee at rorth@diolc.org or 608-791-2667 if you would like some!

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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

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Office for Youth & Young Adult Ministry

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

For Your Bulletin

Burning Hearts Theology of the Body

“Engaging Adults in the Theology of the Body: Rediscovering the Meaning of Life, Love, Sex, and Gender.” Consider attending this day-long seminar where adults will learn and understand the heart of Theology of the Body, and walk away with practical ways to form young people in helping them to understand their dignity and God’s plan for sexuality. The dates and locations are:

- December 8, 2018 at Regis Catholic High School in Eau Claire, WI

- January 12, 2019 at Queen of the Apostles Catholic Church in Tomah, WI
- January 26, 2019 at St. Ann Catholic Church in Wausau, WI

*Each day will run 9:00am-3:45pm.

The first 50 people to register at each site are free. Then it's \$10 per person including lunch. Please register online by going to <http://diolc.org/vya/burning-hearts/> and follow the instructions.

For Your Bulletin

March for Life Pilgrimage to Washington DC registration is open

Consider joining other pilgrims from the Diocese of La Crosse traveling to Washington DC on January 16 returning on January 20, 2019. The annual Pilgrimage for Life is open to all people ages 13 and up. Either join the group from your parish or contact the diocesan Office for Youth & Young Adult at 608-791-2652 or visit our website at diolc.org/m4l-reg

For Your Bulletin

Save the date for NCYC 2019!! (The National Catholic Youth Conference)

November 21-24, 2019

We are very excited that the planning process has begun for the biannual National Catholic Youth Conference event that brings together more than 20,000 Catholic youth and adults from all over the country for an incredible faith experience! Save the date for November 21-24, 2019. The Diocese of La Crosse is organizing a delegation and we want you to be part of that group!

Please go to our NCYC planning website at <https://diolcncyc.weebly.com/> to get more information and to stay up to date on the latest details! To register your group with us or sign up to receive the latest updates, please go to: <https://diolcncyc.weebly.com/more-infoforegister.html>. Stay tuned to future chancery bulletins for further updates!

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

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