



Chancery Bulletin - Vol. 4, No. 4.4 | April 30, 2019

- [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](#)



Officials

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

Deacon **Kevin R. Ray**, Deacon at St. Philip Parish in Rudolph and St. Lawrence Parish in Wisconsin Rapids, is also appointed Director of the newly established Office of the Diaconate, effective April 1, 2019; this new office will include the responsibilities of the former position of Director of Deacon Personnel.

The Reverend **Billy J. Dodge**, Parochial Administrator of Roncalli Newman Parish in La Crosse, is appointed Pastor, effective July 1, 2019.

The Reverend **Nathaniel W. Kuhn**, Parochial Administrator of St. Charles Borromeo Parish in Genoa, is appointed Pastor, effective July 1, 2019.

The Reverend **Daniel L. Thelen**, Parochial Administrator of Immaculate Conception in Alma Center, St. John Cantius Parish in Fairchild, and St. Joseph Parish in Fairview, is appointed Pastor, effective July 1, 2019.



Events

As of April 30

Saturday, May 49:00am [Hispanic Lay Formation Institute - Alma Center](#)10:00am [Ordination to the Diaconate \(Transitional\) - Live Stream](#)10:00am [Ordination to the Diaconate \(Transitional\) - La Crosse](#)**Thursday, May 9**12:00pm [Catholic School Presidents' Meeting](#)**Friday, May 10**[Deacon and Lay Formation - Marathon - May 10 - 11](#)8:00am [Catholic School Presidents' Meeting](#)**Saturday, May 11**8:00am ****CLOSED**** [Married Love: Two Becoming One Retreat - Wausau](#) ****CLOSED******Wednesday, May 15**10:00am [Advisory Council Meeting - Tomah](#)**Friday, May 17**[Married Love: Two Becoming One Retreat - Eau Claire - May 17 - 18](#)**Saturday, May 18**8:30am [Married Love: Two Becoming One Retreat - Durand](#)8:30am [Catholic Scout Retreat - Sparta](#)**Monday, May 27**

Memorial Day - Curia Offices Closed

Friday, June 77:00pm [Married Love: Two Becoming One Retreat - Chippewa Falls - June 7 - 8](#)**Tuesday, June 11**[Curriculum Workshop - Marathon - June 11-.13](#)**Friday, June 14**[Dare to Follow - La Crosse - June 14 - 16](#)**Monday, June 17**1:00pm [Vocations Golf Outing - Onalaska](#)**Wednesday, June 19**7:00pm [Living, Dying and the Power of Presence](#)

To get your parish events listed on the diocesan calendar, diolc.org/calendar, please send an email to datebook@diolc.org. Make sure you include the following details; date, beginning/ending times, event location, description, menu and cost, etc. If you have any questions, please call Pam Willer at 608.788.1524 for more information.

[<<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

Catechesis of the Good Shepherd Training: June 13 – 15 and August 22 – 24

Catechesis of the Good Shepherd is grounded upon the role of “wonder” in a child’s religious development and engagement with concrete “hands on” activities. Children respond profoundly to the mystical meanings they have deduced for themselves from the concrete materials they have used. There are parishes in the diocese who have implemented Catechesis of the Good Shepherd with noteworthy results. Please consider sending two catechists or other interested adults from your parish to receive Level I training in Wisconsin Rapids. [See flyer](#) for details.

Performance Evaluation of Catechetical Leaders

If the Catechetical Leader at your parish has a job description, then an annual evaluation is a good and necessary practice. [Click here](#) for a simple form to be completed by the Catechetical Leader and then discussed with the pastor.

Employment Contracts for Catechetical Leaders

If you would like to receive an Employment Contract for your parish DRE, CRE and/or Youth Minister, please contact Ann Lankford. It is suggested that contracts only be offered to fulltime Catechetical Leaders who work 30 hours or more, which was the original reason that contracts were established. Further, keep in mind that contracts are not an absolute necessity. For example, everyone working at the Diocesan Offices are at-will employees.

Note: If a pastor would like information on the benefits to be offered in hiring a new catechetical leader for 30 hours or more or if a pastor does not intend to renew a contract with any of the above-mentioned employees, please contact Ann at your earliest convenience.

[<<Top >>](#)



Office for Communications

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

Spring Parish Roundtable Meeting Add On – Please register by May 8!

A number of people were unable to attend previous roundtable meetings due to poor weather. The Office for Communications has added an additional roundtable at St. Patrick Church in Onalaska on Wednesday, May 29th, at 9:30am. Please consider joining us.

Parish Administrative Assistants and Secretaries, School Administrative Assistants and Secretaries, ParishSOFT users, those involved in parish social media and other parish staff are welcome. Register by May 8 online at <http://diolc.org/spring-parish-roundtable-meetings/>.

Please contact Nick Lichter at nlichter@diolc.org or (608) 791-2681 with questions.

[<<Top >>](#)



Office for Consecrated Life

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

No items this week.

[<<Top >>](#)



Office for Marriage & Family Life

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

Teaching the Way of Love Newsletter for May

The TWL parent newsletter for May is ready for distribution. Click [HERE](#) to access this month's issue which focuses on spiritual maturity. Thank you for widely distributing this to all of your parents.

[<<Top >>](#)



Office for Ministries

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

No items this week.

[<<Top >>](#)



Office for Missions

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

No items this week.

[<<Top >>](#)



Office for Pontifical Ceremonies

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

Rite of Confirmation Reminders: Emcee letters addressed to host parish Pastors are arriving in their email Inbox with detailed information. Please review carefully the information and 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.

Rite of Confirmation Candidate Re-Schedule: If a candidate from your parish cannot attend their scheduled date, feel free to contact the Office for Pontifical Ceremonies for other available dates and locations. Once an alternate date and location has been selected, the pastor of the candidate should kindly contact the pastor of the new location to request to have their candidate confirmed there.

Inquiries on future dates for Confirmation (Fall 2019, Spring 2020, and beyond) can be directed to Debbie Brannon – dbrannon@diolc.org in the Office of the Diocesan Bishop.

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.

Visiting Clergy at Confirmation (or any liturgy): If any Confirmand have a priest or deacon from outside of the Diocese of La Crosse planning to attend their Confirmation liturgy and want to vest and take an active part of the Holy Mass they need to provide a Letter of Suitability from their Diocesan Chancery or Provincial House, if from a religious order, and submit it to the Diocesan Office for the Vicar for Clergy at pboyle@diolc.org. Also, kindly inform the Diocesan Office for Pontifical Ceremonies of any cleric from outside of our diocese so they can plan accordingly.

[<<Top >>](#)



Office for Sacred Worship

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

Optional Memorial of Saint Paul VI, May 29

From the USCCB: On January 25, 2019, Pope Francis ordered the inscription of Saint Paul VI, Pope, into the General Roman Calendar. St. Paul is celebrated each year as an Optional Memorial on May 29.

The proper liturgical texts were released by the Holy See in [Latin](#); English and Spanish translations must be approved by the USCCB and confirmed by the Holy See before they can be implemented in the United States. Below are interim liturgical guidelines for the celebration of St. Paul VI:

LITURGY OF THE HOURS: At the Office of Readings, Morning Prayer, and Evening Prayer, use the psalmody of the day. Other elements from the Psalter of the day or the *Common of Pastors: For a Pope*.

ROMAN MISSAL: *From the Common of Pastors: For a Pope.*

LECTIONARY FOR MASS: Aside from the usual Mass readings of the day, any Lectionary readings from the *Common of Pastors: For a Pope* may be used for St. Paul VI. The following readings are also recommended by the Holy See, and will appear in a future edition of the *Lectionary for Mass*. (Current citations from the Lectionary's Common of Pastors are provided for convenience.) *From the Common of Pastors: For a Pope, or:*

First Reading: 1 Corinthians 9:16-19, 22-23 (no. 722-4): *Woe to me if I do not preach it!*

Responsorial Psalm: Psalm 96:1-2a, 2b-3, 7-8a, 10 (no. 721-5): *R/. Proclaim God's marvelous deeds to all the nations.*

Gospel Acclamation: Mark 1:17 (no. 723-3): *Come after me, says the Lord, and I will make you fishers of men.*

Gospel: Matthew 16:13-19 (no. 724-4): *You are Peter, and upon this rock I will build my Church.*

Registration of Confirmation—more than one Parish

When Confirmation is conferred upon persons from two or more parishes at one ceremony, the official records are made at the parish where Confirmation was celebrated. The parish of registration is to record an unofficial copy in their records. The parish of registration will send notification to the parish of Baptism. See the [Handbook for Sacramental Records](#) (p.15) for more information.

Liturgical Calendar

May 1 (Wednesday): Saint Joseph the Worker, principal patron of the Diocese. The proper Mass for this solemnity, with its proper orations & readings, the *Gloria*, Creed, & the Preface of St. Joseph, is to be celebrated throughout the Diocese on this day. In the Liturgy of the Hours, the *Te Deum* is said in the Office of Readings. Proper psalms and readings are taken, where lacking, from the Office for the Solemnity of St. Joseph, Husband of Mary, on March 19.

May 4 (Saturday): Ordination to the Diaconate, Cathedral of St. Joseph, 10:00 a.m.

May 7 (Tuesday): Feast of the Anniversary of the Dedication of the Cathedral, observed throughout the Diocese outside of the Cathedral as a feast (See *General Norms for the Liturgical Year and Calendar*, Table of Liturgical Days, II.8.b). The orations and readings for the Mass are taken from the Common of the Dedication of a Church. The *Gloria* is recited and the *Te Deum* is said in the Office of Readings. White vestments are worn.

May 12 (Sunday): World Day of Prayer for Vocations.

June 2 (Sunday): Solemnity of the Ascension. Transferred to the Seventh Sunday of Easter, Sunday, June 2, using the liturgical texts proper to the Ascension; Thursday of the Sixth Week of Easter (May 30) is celebrated as an Easter weekday.

[<<Top >>](#)



Office for Safe Environment

Director: 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

Coaches- remember when traveling to an event a medical release form for each student must also be on the bus, even if you are traveling in your own City in case there is a medical emergency. Remember, foul balls can land anywhere!

School Staff, Coaches and Parish CCD Teachers and Staff- are we staying at the end of School, CCD or practice until the last student/athlete leaves? Are you making sure an adult is never left alone with a child? Do the buddy system - 2 adults should be the last people out the door. Never allow a child to wait for their ride alone. How about practice? The ratio is 1 adult to 7 children.

Knowing safety is not enough - Practice it.

[<<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

No items this week.

[<<Top >>](#)



Office for Stewardship & Development

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

No items this week.

[<<Top >>](#)



Office for Temporalities

Director: James Reider – 608-791-2668 | jreider@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 we may be signs of God's presence and love in the world as we discern where our Lord is calling us to serve.

Reminder: Transitional diaconate ordination of Samuel McCarty, Joseph Richards, Levi Schmitt, and Daniel Williams will be on Saturday, May 4, 2019, at 10:00 a.m. at St. Joseph the Workman Cathedral.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/2349768451945528/>

Please share this on your parish Facebook.

Reminder: Priestly Ordination of Deacon Brandon Guenther and Deacon Ethan Hokamp will be on Saturday, June 22, 2019, at 10:00 a.m. at St. Joseph the Workman Cathedral.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/328895707985585/>

Please share this on your parish Facebook.

Reminder: Save the Date: 1st Annual Golf Outing to support vocations will be at Cedar Creek Golf Course in Onalaska on Monday, June 17, 2019. 18-hole person teams. More information to follow.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/1000963323447219/>

Please share this on your parish Facebook.

[<<Top >>](#)



Office for Vicar for Clergy

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

Letters of Suitability. If you will be traveling outside of the Diocese of La Crosse and plan to do more than attend Mass, please contact Paula at pboyle@diolc.org for your letter. Celebrets are for travel outside of the United States and are done by Maryjo Wilson in the Chancery Office, mwilson@diolc.org

Upcoming Dates and Events for 2019 & 2020:

Priest Unity Days June 20-22, 2019 at Holy Cross Diocesan Center – La Crosse, WI. The Presenter is Auxiliary Bishop of the Archdiocese of St. Paul and Minneapolis, Most Reverend Andrew H. Cozzens. The theme is: “Remain in me...for without me you can do nothing” (Jn 15) - Human and Spiritual Growth for Fruitful Priestly Ministry.

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

Fall Clergy Conference October 14-15, 2019 at Holy Cross Diocesan Center, Presenter is Fr. Sean Kilcawley.

Fall Clergy Conference October 12-13, 2020

[<<Top >>](#)



Office for Youth & Young Adult Ministry

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

No items this week.

[<<Top >>](#)

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