



## Chancery Bulletin - Vol. 3, No. 5.4 | May 22, 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](#)



### Officials

No officials this week.



### Events

As of May 22

**Tuesday, May 22**

Misal Romano Workshop - Northbrook, IL

**Wednesday, May 23**

9:30am Webinar Training - ParishSOFT Family Suite overview (the online version)

**Sunday, May 27**

10:30am Live Stream - Mass for the Closing of the Investigation of the Cause of Beatification and Canonization of the Servant of God

10:30am Mass for the Closing of the Investigation of the Cause of Father Joseph Walijewski - La Crosse

**Monday, May 28**

Memorial Day - Curia Offices Closed

**Wednesday, May 30**

Family Suite Transition Training - La Crosse - May 30-31

**Friday, June 1**

8:00am Online Formation Training - La Crosse

**Saturday, June 2**

8:00am RCIA Renewing the Parish - La Crosse

**Sunday, June 3**

12:00pm Corpus Christi Procession - La Crosse

**Monday, June 4**

ANOINTED - La Crosse - June 4-12

**Tuesday, June 5**

10:00am Webinar Training - ParishSOFT IQ training, ParishSOFT custom report writing(online Webinar)

**Friday, June 8**

Mission America 1 - June 8-15

**Sunday, June 10**

Franciscan CORE at Viterbo University - La Crosse - June 10-15

**Tuesday, June 12**

Curriculum Workshop - Marathon - Religion year 2, another subject year 1

Come Follow Me Days - La Crosse - June 12-13

**Wednesday, June 13**

2:00pm Webinar Training - ParishSOFT IQ training, ParishSOFT custom report writing(online Webinar)

**Sunday, June 17**

Adventure Camp: Week 1 - June 17-22

[<<Top >>](#)**Chancery Office**Chancellor Very Rev. William Dhein – 608-791-2655 | [wdhein@diolc.org](mailto:wdhein@diolc.org)

No items this week.

[<<Top >>](#)**Office for Catechesis & Evangelization**Director: Ann Lankford – 608-791-2658 | [alankford@diolc.org](mailto:alankford@diolc.org)**BULLETIN INSERT for the weekend of June 3<sup>rd</sup>** [click here](#)

“The Medicine of Immortality (Don’t Take on an Empty Stomach)” will help parishioners celebrate the Solemnity of the Body and Blood of Christ (Corpus Christi) on June 3<sup>rd</sup>.

### **Formation: An Ongoing Need for Those in Parish Leadership! June 1<sup>st</sup>**

Do you teach adults or children? Are you on the RCIA team? Do you help with youth ministry? Are you a part of a ministry in your parish? Ongoing formation is always needed, especially regarding the spiritual formation of the person. Will you join us for training by the Catechetical Institute for the new online learning system? The interactive workshops with short videos followed by simple tasks that build skills has a proven track record. [Click here](#) for details and free registration for the **June 1 training** at the Holy Cross Diocesan Center. Come and bring other leaders from your parish with you.

### **Bulletin Announcement for May 27<sup>th</sup> and June 3**

#### **Encounter Christ in the Sacraments**

As a catechist, catechetical leader or deacon, do you want to help cultivate in others a desire for God? Do you want your students to experience the Sacraments as a life-changing encounter with Christ rather than an empty ritual? As a parent, do you want your children to participate in Mass beyond “Sit, Stand, and Kneel”? Then please join us for “**The Witnesses for Christ Conference**” August 10-11 at Blessed Sacrament Parish in La Crosse. For a brochure with further details, a poster or to register, visit: <http://diolc.org/catechesis/>

#### **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.

[<<Top >>](#)



### **Office for Communications**

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

**Attention Parish Administrative Assistants and Secretaries:** Parish Message Lines for the back cover of the July/August issue of Catholic Life magazine are due Tuesday, May 29. Please direct any questions to Sr. Donna: [dkrzmarzick@diolc.org](mailto:dkrzmarzick@diolc.org).

ParishSOFT parish census [Standard Operation Procedures](#) were updated on May 17. The new version is also available on [diolc.org/pims](http://diolc.org/pims). Changes since the previous version are all contained in the section titled “Contribution List Date Range Postings (Batch Adjustments)”. Please direct any questions to Nick Lichter: [nlichter@diolc.org](mailto:nlichter@diolc.org).

#### **For Your Bulletin:**

A Mass celebrating the closing of the investigation of Father Joseph Walijewski’s life and Cause for Sainthood will be celebrated at 10:30 am on Sunday, May 27<sup>th</sup> at the Cathedral of St. Joseph the Workman. For those unable to attend, you can watch the Mass live at [diolc.org/live](http://diolc.org/live).

### **For Your Bulletin:**

The Priestly ordination of Deacon Kyle Laylan and Deacon Barry Saylor will be held at the Cathedral of St. Joseph the Workman in La Crosse at 10 am on Saturday, June 30<sup>th</sup>.

Immediately following Mass, a reception will be held at the Holy Cross Diocesan Center. For those unable to attend, you can watch the Mass live at [diolc.org/live](http://diolc.org/live).

[<<Top >>](#)



### **Office for Consecrated Life**

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

No items this week.

[<<Top >>](#)



### **Office for Marriage & Family Life**

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

No items this week.

[<<Top >>](#)



### **Office for Ministries**

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

No items this week.

[<<Top >>](#)



### **Office for Missions**

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

**Reminder: World Mission Sunday (Oct. 21, 2018) Envelope Order:** Please notify the Mission Office ([mapel@diolc.org](mailto:mapel@diolc.org) or 608-791-2676) **by May 23** if your World Mission Sunday poster and envelope order (which is shipped directly from the Society for the Propagation of the Faith in New York) needs to be changed in any way. Envelopes can be ordered in the following quantities: 0, 100, 250, 500, 1,000, 1,500, 2,000 +. Some parishes receive WMS envelopes in their Sunday/Holy Day envelope packets, but a small extra quantity may be helpful for visitors. If a cluster of parishes can share one order to help save postage, please let us know also. If we do not hear from you by May 23, the same quantity as last year will be ordered. Thank you for your help.

**Reminder: Mission Co-op Program 2018:** International diocesan priests coordinating Mission Co-op Program (MCP) appeals for your home dioceses/communities: Please send the Mission Office your [schedule](#) of dates of appeals which you have arranged with the assigned pastors. A [Letter of Suitability](#) with the specific verbiage for the Diocese of La Crosse is required (**before** the appeal is given) for any priest not currently serving in our Diocese. A sample letter is included in the MCP packets. Thank you.

**Reminder: Student Lenten MCA Mite Boxes:** Please send all Lenten Missionary Childhood Association (MCA) mite box and student donations to the Mission Office, and specify if applicable donation is from your school or parish CCD program or both. Please refer to the [2018 Lenten Letter](#) or contact the Mission Office if there are any questions. Thank you.

**Reminder: Mass Stipend requests:** We are in need of Mass Stipends to replenish our depleted account. The Mission Office is privileged to forward Mass intentions and accompanying stipends to missionary dioceses and religious orders. By your generosity, prayer intentions are met in a timely manner and Bishops and Religious Superiors are able to offer a supplemented income to rural parish priests where collections do not suffice in supporting parish expenses. We have also been able to supply a few priests of the diocese not assigned to parishes with a smaller number of Masses. If your parish has extra Mass stipends which cannot be fulfilled in a reasonable timeframe, we would appreciate receiving them in the Mission Office. Thank you for your consideration.

[<<Top >>](#)



## Office for Pontifical Ceremonies

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

### **UPDATE: Nativity Sets Available for Parishes, Schools, or Religious Houses**

Now available in individual sets! Responses have been generous so they are breaking up the sets to help distribute as many as they can to all who are inquiring. Make your request soon before they're all gone! A parishioner in the Diocese of La Crosse is looking for a parish, school, or religious house in the Diocese to rehome a beautiful collection of Nativity Sets that the faithful pilgrim has collected for many years from around the world and kept in their home on display. Pictures are available by contacting Michael Haight in the Office for

Pontifical Ceremonies. If you would like to learn more, please contact Michael and he will provide the contact information.

**REMINDER - 150<sup>th</sup> Banner at Pontifical Liturgies:** During the Sesquicentennial Year, parishes that will be hosting Bishop Callahan are asked to display in their sanctuary, or other proper area if the celebration is outside of Holy Mass, the Diocesan 150th banner or tri-fold display board. If your parish does not have one, please contact the Diocesan Office of Pontifical Ceremonies and one will be provided for the celebration. All parishes can order their own banner or display board at <https://diocesan.com/product/diocese-of-la-crosse-150th-anniversary>.

[<<Top >>](#)



### Office for Sacred Worship

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

#### Want to Start RCIA in your Parish?

The RCIA process is the Church's privileged place to form new Catholics in their relationship with Christ and his Church. Don't currently have an RCIA program? Or lacking participants on a regular basis? The RCIA conference will address these very situations. "RCIA: Renewing the Parish" will help any RCIA process form disciples in the years to come. The conference will be held June 2, 2018, at the Holy Cross Diocesan Center, La Crosse. For more information and schedule, please [click here](#).

#### Corpus Christi Procession with Bishop Callahan, June 3

Please join Bishop Callahan in celebrating the Diocese's 150th anniversary by participating in this year's Corpus Christi procession on June 3. Beginning at noon at the Cathedral, this short procession will circle the parish grounds accompanied by songs, prayers, and Eucharistic Benediction, concluding by 1:00. "The Church draws her life from the Eucharist," Pope John Paul II taught. Our Diocesan Church celebrates her own Eucharistic life in an intense way at this celebration. Questions and Answers about Corpus Christi and its procession are available [here](#).

[<<Top >>](#)



### 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](http://www.diolc.org). 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).

[<<Top >>](#)



## Office for Catholic Schools

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

No items this week.

[<<Top >>](#)



## Office for Social Concerns

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

No items this week.

[<<Top >>](#)



## Office for Stewardship & Development

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

### **Annual Appeal:**

This is a reminder that the end of the Annual Appeal year is 6/30/18. All payments must be postmarked by 6/30. Any payment received after 6/30 will be applied toward next year's appeal.

Please remind your parishioners to send their payments directly to La Crosse.

The mailing address to La Crosse is: Diocese of La Crosse

Attn: Annual Appeal

PO Box 4004

La Crosse, WI 54602-4004

Please review the GivingTrend website for an up-to-date summary of your appeal:

<https://diolc.givingtrend.com/login>

If you need logon credentials for this new website, please go to <http://appeal.diolc.org/> and go to "Click Here! To get your username and password..."

**Final Mailing:** The final appeal mailing will go out at the end of May. This will be sent any new parishioners since the April mailing and parishes under goal.

We appreciate all your hard work and the efforts you have made to make this year's appeal a success!

[<<Top >>](#)



## Office for Temporalities

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

### St. Ambrose Financial Services, Inc.

#### Diocese of La Crosse Group Health and Dental Plan Open Enrollment

- Open enrollment is a period of time each year when employees have the option to enroll or make changes to options in the Group Health and Dental Plans offered by the Diocese.
- Open Enrollment for the coverage period of 2018 – 2109 will be changed to the month of May beginning this year, instead of the month of August.
- Open Enrollment will be from May 23, 2018 through end of day June 15, 2018 information will be sent via email communication on Wednesday, May 23, 2018.
- Elections made during open enrollment will become effective July 1, 2018 with the coverage year being July 1 through June 30.
- The deductibles will continue to apply to each Participant on a per Calendar Year basis, January 1 through December 31.

#### Contact Information:

- Dennis Herricks – [dherricks@stambrosefinancial.com](mailto:dherricks@stambrosefinancial.com) - 608.791.2669
- Cheryl Cummings – [ccummings@stambrosefinancial.com](mailto:ccummings@stambrosefinancial.com) - 608.791.2691
- Fax Number – 608.787.8068

[<<Top >>](#)



## Office for Vocations

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

### Dare to Follow Retreat

**Who:** Boys going into 6th, 7th, 8th, 9th and 10th grades

**When:** July 6-8, 2018

**Where:** Holy Cross Diocesan Center, 3710 East Avenue S., La Crosse, WI 54601



**What: Dare to Follow...** When Jesus saw the fishermen at the Sea of Gallilee, he asked them to leave everything and follow him to a new way of life. Jesus is calling, will you dare to follow him?

Spend a couple of days with young men your own age...

- Learning more about your Catholic Faith
- Talking about the vocation of priesthood
- Having fun

[Dare to Follow Brochure – PDF](#)

**Contact Vocations Office** – 608-791-2667 | [rorth@diolc.org](mailto:rorth@diolc.org)

## **THRESHOLD RETREAT**

**Who:** For young men entering junior or senior year of high school, or any year of college, who have considered the priesthood

**When:** July 13 – 15, 2018

**Where:** Holy Cross Diocesan Center  
3710 East Ave. S. | La Crosse, WI 54601

**Cost:** No Cost – Limited to 25 registrants

**What:** Three days of prayer and conversation and reflections on the priesthood as well as plenty of recreation

Jesus spent three years forming a group of Apostles whose lives would change the course of human history. At the last supper Jesus reminded them, “It was not you who chose me, it was I who chose you to go forth and bear fruit. (John 15:16)

We spend so much time trying to figure out what we will do for college and career and yet how much time do we spend trying to understand what Jesus meant by this passage and what He has chosen for you? How much time have you invested in discovering God’s plan for your life? We invite you to take a couple of days this summer to listen, to pray, to ask, to seek, and to discover how the Lord is calling you. Please join us as you come to this next threshold in your life.

[Threshold Brochure – PDF](#)

**Contact Vocations Office** – 608-791-2667 | [rorth@diolc.org](mailto:rorth@diolc.org)

## **REMINDER: For Your Bulletin**

**Come, Follow Days - June 12-13, 2018**

Young girls ages 9-13 are invited to Mater Redemptoris House of Formation in La Crosse! Come spend time with the Sisters of St. Francis of the Martyr St. George learning more about your faith. You will enjoy prayer, food, fun activities and more!

For more information and registration, please visit [www.matteredemptoris.org](http://www.matteredemptoris.org) or contact Sister M. Consolata at [matteredemptoris@gmail.com](mailto:matteredemptoris@gmail.com) or call 608-788-4530. Registration is open until filled with 30 girls.

## **REMINDER: For Your Bulletin**

## **ANOINTED - June 4-12, 2018**

Are you a high school girl looking for something to renew your faith? Are you interested in learning what it's like to live like a religious Sister? If you are 14-18 years old, we have a week planned for you!

Come join the Sisters of St. Francis of the Martyr St. George at Mater Redemptoris House of Formation! The week includes daily Mass, adoration of the Blessed Sacrament, recreation with the Sisters and time spent in serving others.

You will also have time for individual meetings with the Sisters and instruction in topics related to prayer and the religious life.

For more information and registration please visit [www.materredemptoris.org](http://www.materredemptoris.org) or contact Sister M. Consolata at [materredemptoris@gmail.com](mailto:materredemptoris@gmail.com) or [608-788-4530](tel:608-788-4530).

[<<Top >>](#)



### **Office for Vicar for Clergy**

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

No items this week.

[<<Top >>](#)



### **Office for Youth & Young Adult Ministry**

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

#### **Save the Date!**

Sunday, October 21, 2018, the Office for Youth and Young Adult Ministry along with The 177 Project will be sponsoring a Sesquicentennial Celebration for all high school youth. Details are coming soon.

#### **Franciscan CORE University**

There are still spaces open for this amazing opportunity! For more information visit [www.viterbo.edu/franciscan-core](http://www.viterbo.edu/franciscan-core)

#### **Summer Action Retreat**

This retreat is sponsored by St. Lawrence Seminary High School in Mount Calvary, WI. It is for boys in grades 7-9. Check out their website for more information:

[www.stlawrence.edu/retreats](http://www.stlawrence.edu/retreats)

#### **NET Retreats**

The NET Team will serve our diocese December 7 - 15, 2018. Please contact our office if you would like to schedule a retreat.

[<<Top >>](#)

Diocese of La Crosse | 3710 East Ave S | La Crosse, WI 54601 | 608-788-7700  
To unsubscribe from this e-mail message contact [mwilson@diolc.org](mailto:mwilson@diolc.org)