



Chancery Bulletin - Vol. 4, No. 11.2 | November 12, 2019

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Officials

No officials this week.



Events

As of Nov. 12

Thursday, November 21

National Catholic Youth Conference (NCYC) - Indianapolis - Nov. 21 - 23

Tuesday, November 26

Giving Tuesday

Thursday, November 28

Thanksgiving - Curia Offices Closed - Nov. 28 - 29

Friday, November 29

Hispanic Advent Family and Youth Rally - Wisconsin Dells - Nov. 29 - Dec. 1

Saturday, November 30

8:00am Married Love: Two Becoming One Retreat - Marathon City

Friday, December 6

Deacon and Lay Formation - Marathon - Dec. 6 - 7

Wednesday, December 25

Christmas - Curia Offices Closed - Dec. 24 - 26

Wednesday, January 1, 2020

The Feast of Mary, Mother of God - Curia Offices Closed - Dec. 31 at noon - Jan. 1

Friday, January 10, 2020

Deacon and Lay Formation - Marathon - Jan. 10 - 11

Thursday, January 16, 2020

National Religious Freedom Day

Saturday, January 18, 2020

7:00am Married Love: Two Becoming One Retreat - Stevens Point

8:30am Given - Marriage Enrichment Retreat - La Crosse

Wednesday, January 22, 2020

Pilgrimage for Life - Washington, DC - Jan. 22 - 26

Saturday, January 25, 2020

8:30am Married Love: Two Becoming One Retreat - Richland Center

Friday, February 7, 2020

Married Love: Two Becoming One Retreat - La Crosse - Feb. 7 - 8

Deacon and Lay Formation - Marathon - Feb. 7 - 8

Saturday, February 8, 2020

8:30am Given - Marriage Enrichment Retreat - Rothschild

To get your parish events listed on the diocesan calendar, diolc.org/calendar, and in *Catholic Life* magazine, 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.

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Chancery Office

Reminder: Strategic Planning. As we begin a strategic planning process, we are looking for planning team members. If you would like to be part of a team or you know someone that has an interest or experience in the area of Education, Parish Life & Spirituality, Community, Finance, Stewardship or Planning, please ask them to submit their information using this link <https://diolc.org/planning>. The success of the planning process hinges on the composition and commitment of the team; we are pursuing participation from each of the deaneries and all levels of expertise and knowledge.

Once the teams have been selected for each of the areas (Education, Parish Life & Spirituality, Community) the members will determine the frequency and timing of the meetings for their group. Each team will complete tasks in three areas, development of the questionnaire that will be used for gathering of information, training of the parish planning teams, analysis and reporting of information received. Each team will be led by a member of the Diocesan Strategic Planning Committee, assisted by a member of the Curia Staff. Video conferencing will be available for meetings when requested.

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Office for Catechesis & Evangelization

Director: Ann Lankford – 608.791.2658 | alankford@diolc.org

Bulletin insert for the weekend of November 24 [click here](#)

In anticipation of Thanksgiving, the focus of the bulletin insert is being thankful. We have every reason and are called to be thankful “in all circumstances.” Note: The bulletin insert is now available in pdf and jpg formats.

Mailings to Parents

When your parish or school is mailing or emailing information to parents, consider including an insert that is formational. There have been requests for Advent, Thanksgiving and the Sacrament of Reconciliation. [Click here](#) to find those bulletin inserts marked in bold. If you would prefer a MSWord document, contact Ann.

For your parish bulletin:

The Advent Wreath

When you have a simple Advent Wreath on your family dinner table and light a candle for each week of Advent, you pray together and enter more deeply into the proper preparation for Christmas. A wreath can be assembled by simply using evergreen limbs from a tree in the yard and four candles.

If your parish would like to provide further information, a one-page handout with additional information entitled “How Do You Prepare for Christmas?” is available by [clicking here](#). Scroll down to the Liturgical Year.

Advent Prayer Cards

As part of the “Going Deeper in Prayer” initiative, 4th and 9th grade prayer cards that focus on Scripture passages have been completed for Advent. [Click here](#) for the prayer cards and other resources.

Blessed – First Reconciliation

If your parish or school is using the DVD Program ***Blessed – First Reconciliation*** by Dynamic Catholic, consider sending the link to parents for viewing some of the 6 short sessions with their child that will not be studied in class. This helps the parents to be engaged with the preparation of their child for their first confession. The link is:

dynamiccatholic.com/blessed/program-view

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Office for Communications

Director: Jack Felsheim – 608.791.2663 | jfelsheim@diolc.org

Reminder: Deadline for parish events to be listed in the March Catholic Life – 1/9/20.

In order to get your March and April parish events listed in the March issue of Catholic Life, please make sure we have received your event information by January 9, 2020. To get your parish events listed on the diocesan calendar, diolc.org/calendar, and in Catholic Life magazine, 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.

Attention Parish Administrative Assistants and Secretaries: Parish Message Lines for the back cover of the January/February issue of Catholic Life magazine are due by November 21, 2019. Please direct any questions to Sr. Donna: dkrzmarzick@diolc.org

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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608.791.2690 | 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 7-8. Religious in our diocese benefit significantly from this national collection. Please promote the campaign in your parish bulletin, pulpit announcements, and petitions at Mass (sample texts below).

Bulletin Announcements

Weekend before the collection (November 30 - December 1)

Give in thanksgiving. “The nuns left lasting impressions on me,” writes a donor. “I shall always be grateful for my Catholic education.” Please join in thanking the thousands of senior Catholic sisters, brothers, and religious order priests who worked tirelessly to educate the young and serve those in need. Next week’s second collection is for the Retirement Fund for

Religious, which helps hundreds of religious communities care for aging members. Please give generously.

Week of the collection (December 7-8)

Support aging religious. Our second collection is for the Retirement Fund for Religious. Many senior Catholic sisters, brothers, and religious order priests served for little or no pay. Today, religious communities often do not have enough savings to meet retirement needs. Your gift helps provide medications, nursing care, and more for tens of thousands of elderly religious. It also helps ensure younger members can continue the good works of their elders. Please be generous.

Week after the collection (December 14-15)

Religious give thanks. “‘Thank you’ hardly seems adequate to convey what it means to us,” says a Catholic sister of the financial assistance her community received from the Retirement Fund for Religious. Prayer-filled thanks for your donation to last week’s second collection.

Pulpit Announcement *(for Masses the weekend of December 7-8)*

Please read from the pulpit or include with the weekly announcements.

Today’s second collection is for the Retirement Fund for Religious. Thousands of senior Catholic sisters, brothers, and religious order priests spent years working in Catholic schools, hospitals, and agencies—often for little or no pay. Now, their religious communities do not have enough savings for retirement and eldercare. Your gift to the Retirement Fund for Religious helps provide medications, nursing care, and more. Almost 94 percent of donations aid senior religious. Please be generous.

Petition for Holy Mass *(for Masses the weekend of December 7-8)*

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 the Diaconate

Director: Deacon Kevin Ray – 608.791.2665 | kray@diolc.org

Save the Date! Retreat for deacons and wives.
Jan. 31 to Feb. 2, 2020 St Anthony’s in Marathon

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Office for Marriage & Family Life

Director: Dan Kitzhaber – 608.791.2673 | dkitzhaber@diolc.org

Care for caregivers discount

[Nourish](#) is a Christ-Centered Ministry that supports the practical, emotional and spiritual needs of family caregivers. Often caregivers feel alone and isolated; [Nourish](#) has proven effective at addressing this challenge. To recognize that November is National Caregiver Awareness month a **20% discount** is being offered to parishes in our diocese that sign up during this month by going to <https://nourishforcaregivers.com/>

Reminder: Parent Resources addressing Pornography

Several resources recommended by Fr. Sean Kilkawley at Fall Ministry Days can be viewed and obtained at diolc.org/marriage/addressing-pornography/ One tool for parents to begin an empowering conversation about the dangers of pornography and give their young kids ages 7-9 is “Good Pictures, Bad Pictures: Porn Proofing Today’s Young Kids” which offers a specific plan of action to use when they are exposed to it. Available for \$17.00. Contact Mary Lou Berg 608-791-2673

Reminder: A Beautiful Day In The Neighborhood

Opening in theaters Nov. 22. Tom Hanks portrays Mister Rogers in a timely story of kindness triumphing over cynicism, based on the true story of a real-life friendship between Fred Rogers and journalist Tom Junod. Contact your local theater about showings or visit <https://resources.abeautifulday.movie>

3-part docuseries Addressing Pornography

Invaluable information, presented in an engaging manner in this series called [Brain, Heart, World](#), offers age-appropriate insight into porn’s impacts on individuals, relationships, and society. It contains interviews of experts and former porn performers and tells real stories and experiences from those who have experienced pornography’s negative effects in their lives. For more information, go to: www.brainheartworld.org

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Office for Ministries

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

No items this week.

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Office for Missions

Director: Fr. Woodrow Pace – 608.791.2676 | wpace@diolc.org

Reminder: World Mission Sunday: At your earliest convenience, please return the collected World Mission Sunday funds and completed [ParishSoft list of donors with donation amount, names and addresses](#) to the Mission Office so that they may receive ongoing updates about the Missions. When we have received your contribution, we will send you a message of thanksgiving to publish in your bulletin. We appreciate your prayers offered during the

weekend Masses and the collection taken up in support of the Church's world-wide missionary activity.

Reminder: Extraordinary Missionary Month, October 2019: We have concluded the celebration called for by Pope Francis. Thank you for the efforts you have made to bring the name of Jesus Christ and the peace that only He can give to your parishes and schools. Below are links to the Mission Office website. The stories of missionaries and missionary activity can be helpful tools in spreading the Good News and evangelizing the world. They include: [Responding to God's Call](#), [Missionary Journey, A Chronicle of Stewardship in Tanzania](#), and [Remembering Bernard Louis](#).

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Office for Pontifical Ceremonies

Director: Michael Haight – 608.791.2697 | ceremonies@diolc.org

No items this week.

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Office for Sacred Worship

Director: Christopher Carstens – 608.791.0161 | ccarstens@diolc.org

Solemnity of the Immaculate Conception: December 9, 2019

Since December 8, 2019, is the Second Sunday of Advent, the Solemnity of the Immaculate Conception of the Blessed Virgin Mary is transferred to Monday, December 9, 2019. The obligation to attend Mass, however, does NOT transfer. The Optional Memorial of Saint Juan Diego Cuauhtlatoatzin, December 9, is omitted this year. (From the USCCB)

Reminder: Liturgical Calendar Dates for 2020

Click [here](#) for a listing of significant dates in the 2020 liturgical year.

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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 (bishop, priest, deacon, employee, religious, vendor or volunteer). Anyone wishing to make a report of an allegation of sexual abuse should send that report to Mrs. Karen Becker, Complaint Intake Agent, at the Diocese of La Crosse, P.O. Box 4004, La Crosse,

WI 54602-4004. Alternatively, you can contact Mrs. Becker at 608.791.0179 or intakeagent@diolc.org. The reporting form is available through the Diocese of La Crosse Office of Safe Environment or on the diocesan website at: diolc.org/safe-environment/reporting. **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://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 Teresa Brown, Diocese of La Crosse, at 608.791.2679; or tbrown@diolc.org.

Reminder: The Above Safe Environment Bulletin announcement has changed—the most current announcement is above. This must be published in your parish bulletin at least once a quarter, and 2 bulletins need to be sent in with your yearly Safe Environment Report.

Reminder: Dispose of all old forms- Please dispose all old Safe Environment forms and begin using the new forms. Old Basic Background Check forms, without the disclaimer, are still being used. This form changed July 2018. Beginning January 1, 2020, any background checks sent on an old form will be rejected and sent back to your parish or school to be completed on the correct form.

2019-20 Safe Environment Report: As of November 7, all parishes should have received a spreadsheet for their parish, including the report form and online training dates for staff and volunteers. If you have not received your spreadsheet or have questions or need more information, contact the Safe Environment Office.

Maintaining Boundaries: Respecting the personal space of others is maintaining boundaries. Boundaries are limits, or lines that should not be crossed. Appropriate boundaries with youth help create an environment where they can focus on learning, and have healthy social, emotional and spiritual growth.

Be mindful of your tone, communication and actions. We are Catholic role models and are responsible for our behavior, speech and actions when with children. Remember that words as well as actions can be misinterpreted. Set good examples.

Ways to maintain healthy boundaries with students:

- Have students address you as Mr., Mrs., Miss, etc.
- If you must meet with a student alone, always keep the door open and sit in a visible location.
- Never “friend” students on social media
- Do not send private messages to students other than on school approved platforms and for education – related reasons. Copy parents on student communications.
- Do not meet them outside of school.
- Don’t give rides in your vehicle.
- Limit physical contact to high fives, fist pumps, and handshakes.

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Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608.788.7707 | treichenbacher@diolc.org

No items this week.

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Office for Social Concerns

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

No items this week.

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Office for Stewardship & Development

Director: Jeff Reiter – 608.791.2653 | jreiter@diolc.org

Diocesan Annual Appeal – Working Together, Sharing the Joy, Standing Firm in the Faith

The Diocesan Annual Appeal is a vital ministry that provides for the temporal needs of 38 different ministries supported by our diocese. The Diocesan Annual Appeal provides everyone the opportunity to participate in the Church’s mission. All parishes have kicked off their Diocesan Annual Appeal efforts and we continue with good momentum.

Through November 11, comparing this year (2019-20) with last year (2018-19)

	2019 - 2020	2018 - 2019	YTD Difference +/-	
			\$	%
Over All Goal:	\$5,675,035.00	\$5,675,035.00	-	-
Funds Pledged & Received	\$3,216,995.37	\$3,081,298.19	\$135,697.18	4.4%
% Pledged & Received of Goal	56.7%	54.3%		
Funds Received	\$2,810,143.03	\$2,613,978.17	\$196,164.86	7.5%
% Funds Received of Goal	49.5%	46.1%		
Total Investors Participating	11,394	11,073	321	2.9%
New Investors	197	222	-25	-11.3%
Reengaged Investors (SYBUNT)	740	616	124	20.1%
Retained Investors	10,457	10,235	222	2.2%
Parishes Over Goal	16	18	-2	-11.1%
Parishes with More Funds Pledged & Received than last year			117	73.6%

Reminder: We have many documents and tools to help with your parish's appeal promotion on the appeal portal appeal.diolc.org. We have three different bulletin Ads, including a fillable one, so that you can share your parish's progress.

Planned Giving – Leaving a Legacy

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 of stewardship, please give the Office for Stewardship and Development a call - we would love the opportunity to serve you.

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Office for Temporalities

Diocesan Finance Officer: James Reider – 608.791.2668 | jreider@diolc.org

Hawkins Ash CPAs is offering a free webinar on December 5, 2019, from 9:00 a.m. - 10:30 a.m. The webinar will cover year-end payroll processing. Please [click here](#) to register.

Payroll and Year-End Reporting

As an employer, you know year-end payroll processing and reporting is a complex undertaking that adds to the stress of closing the books for the year. To ensure a smooth, error-free year and to get the latest information, [please register](#) for this Payroll and Other Year-End Reporting Webinar. This webinar is offered to bookkeepers, business owners and payroll professionals free of charge.

Debbie Denny, Tax Manager, will address compliance issues of year-end payroll processing and reporting and bring you up to date on the latest changes that affect the close of 2019 and beginning of 2020.

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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 we may be signs of God's presence and love in the world as we discern where our Lord is calling us to serve.

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Office for Vicar for Clergy

Director: Msgr. David Kunz – 608.791.2689 | pboyle@diolc.org

No items this week.

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Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608.791.2652 | crogers@diolc.org

Pilgrimage for Life

The Pilgrimage for Life will be January 22-26, 2020. This is for anyone age 13 and older. For more details, and to complete the online registration, please see our website at <https://diolc.org/yva/march-4-life-2020/>.

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