



Chancery Bulletin - Vol. 4, No. 12.1 | December 10, 2019

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Officials

No officials this week.



Events

As of Dec. 10

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

5:30pm Married Love: Two Becoming One Retreat - Eau Claire - Jan. 10 - 11

Saturday, January 11, 2020

March for Life Bus Trip - Chicago

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

Friday, February 14, 2020

Retrouvaille Marriage Help Weekend - Marathon - Feb. 14 - 16

Saturday, February 15, 2020

8:00am Married Love: Two Becoming One Retreat - Marshfield

8:30am Married Love: Two Becoming One Retreat - Prairie du Chien

9:00am Men of the Cross Retreat - Marshfield

Saturday, February 29, 2020

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

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

Chancellor Very Rev. William Dhein – 608.791.2655 | wdhein@diolc.org

Chancery Bulletin Publication Schedule

Due to the upcoming holidays, there are a few changes to our publication schedule. Please see below for the dates we will be distributing the Chancery Bulletin over the coming weeks.

December 17, 2019

January 7, 2020

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Office for Catechesis & Evangelization

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

Of Highest Importance

The work of handing on the Faith – catechesis – is more than passing on information; it is assisting others into a relationship with Jesus. Of highest importance is the relationship of every person with Jesus, and their understanding that they are deeply loved by God.

Each of us, whether parent, parish catechist, catechetical leader, Catholic school teacher, administrator, priest, friend or neighbor is called to help students of all ages encounter the *living God* and feel His call to develop a loving relationship with Him. This responsibility requires that we are forming a deeper relationship with Christ, regardless of the point we are at in our relationship with Him. Therefore, let us be committed to daily, personal prayer.

A privileged place to encounter Jesus is through praying with Scripture. During the Advent and Christmas Season, consider using a simple prayer worksheet and praying with one of the passages provided. Praying with Scripture may be used with any age group.

[Click here](#) for the prayer worksheet and the suggested Scripture passages.

Bulletin Announcement

The Tradition of the “Nativity Scene”

Families are encouraged to set up the Christmas crib at home together so that children learn the facts of the mystery of God’s love that was revealed in the poverty and simplicity of the Bethlehem Grotto. The Nativity Scene can help us understand the true meaning of Christmas because it expresses the humility and merciful goodness of Jesus Christ, who *though He was rich He made Himself poor* for us (2 Corinthians 8:9). Christmas brings joy, peace and hope to those who, like the shepherds in Bethlehem, accept the angel’s words: “Be not afraid, for behold, I bring you good news of great joy which will come to all the people; for to you is born this day in the city of David a Savior, who is Christ the Lord. And this will be a sign for you: you will find a babe wrapped in swaddling clothes and lying in a manger.” (Luke 2: 10-12) This is still the true meaning of Christmas. We need a Savior; the Son of God came to us as a tiny infant in the poorest of circumstances. Jesus is the Savior because in Him and through Him is the grace necessary for us to overcome all of the dysfunction, sinfulness, shame and guild which separates us from God and from one another. In Him is the grace to

overcome all obstacles to friendship with God. In Bethlehem “a Savior has been born for you who is Christ and Lord.”

BEET Grants

The Bishop’s Education Endowment Trust Grants were established to support parishes and schools, where there is a need, to strengthen the mission of Catholic education and formation. For example, if the Faith Formation Program would like to purchase Bibles for the 8th Grade, but there is not enough money in the budget, a BEET Grant can be submitted to help pay these costs.

The General Instructions and Grant Application for BEET Grants are now available online by clicking this link: diolc.org/schools/beet-grant. Please read the instructions carefully because there are specific signatures needed and dates that are firm for the grant application. Grants are due to the Office for Catholic Schools by February 7th. Applications cannot be accepted for any reason after that date. Remember that your parish priest and dean must sign the application. Be aware of their schedule in case they will be out of town in January.

International Priests

We have been given a sizeable donation of religious articles, including Rosaries, Crucifixes, medals and chains, and magnets with the image of the Divine Mercy etc. The donor asked that these articles be distributed outside the U.S. Fathers, if you will be traveling to your home country soon, please plan to take some of these religious articles with you.

The first donation of religious items, totaling \$60,000 was given to Diocesan parishes and schools and a few missions.

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Office for Communications

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

Bishop Callahan’s Christmas Video Message and supporting graphics:

Bishop Callahan’s recorded Christmas video message is available [here](#) for you to share on your Facebook page and link to your website. Christmas website and Facebook banners have also been created and are available for your use at the diocesan [media resources](#) page.

Deadline for [Fish Frynder](#) events for the March and April issues of Catholic Life – 1/15/20. Email your fish fry information to datebook@diolc.org. Please include the date, beginning/ending times, event location, description, menu and cost.

Deadline for parish events to be listed in the April Catholic Life – 2/5/20.

In order to get your April and May parish events listed in the April issue of Catholic Life, please make sure we have received your event information by February 5, 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.

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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608.791.2690 | dkrzmarzick@diolc.org

Reminder: Retirement Fund for Religious

All donations for the Retirement Fund for Religious should be run through parish bookkeeping, and then submitted payable to the Diocese of La Crosse with “Retirement Fund for Religious” in the memorandum line. Thank you.

Bulletin Announcements

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.

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

No items this week.

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Office for Marriage & Family Life

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

TWL Parent Newsletter for December

The TWL parent newsletter for October is ready for distribution. Click [here](#) to access this month’s issue which focuses on having a conversation with your children about God’s plan for human sexuality. Thank you for widely distributing this to all of your parents through the church bulletin, school packet or Religious Education information.

For your parish bulletin:

Is your marriage drifting apart?

Retrouvaille is designed to give you the tools you need to restore joy and hope to your marriage. The next retreat in our area will be February 14-16, 2020 at St. Anthony Spirituality Center in Marathon. “*We Needed to Refresh Our Marriage ...It was wonderful.*” See more comments from program participants at HelpOurMarriage.org. For more information, call **877-922-HOPE (4673)** Fully Confidential; or go to: <https://diolc.org/marriage/marriage-help/>

Pulpit Announcement for Retrouvaille:

Got Holiday Stress in Your Marriage? –Does talking about it make it worse? Retrouvaille (pronounced retro-vi with a long i) is a program that helps couples experiencing difficulties in their marriage find forgiveness and renew love and trust. Presenters are couples who have been there. The next program in Central Wisconsin begins on Valentine’s Day weekend! Make a confidential toll free call to 877-922-H.O.P.E (4673), or go to HelpOurMarriage.org for details. See the bulletin for more details.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/464008547826250/>

Please share this on your parish Facebook

For your parish bulletin:

Grow in Faith Together as a Married Couple

Experience a more joy-filled marriage. Take part in the Domestic Church retreat at St. Anthony’s Spirituality Center on March 26-29. Couples attending the retreat will experience a renewed love as spouses and find themselves united together in Christ.

Register today at: diolc.org/marriage-enrichment. For more information, call 608-791-2673.

Financial scholarships are available.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/608531199650963/>

Please share this on your parish Facebook.

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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

No items this week.

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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

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](#) by December 20, requesting the names of catechumens preparing for entry into the Church at the Easter Vigil and candidates seeking full communion.

Mark Your Calendars: Clergy Workshops on the revised *Order of Baptism of Children*

Cardinal Daniel DiNardo, serving as USCCB President, has issued a decree formally publishing the *Order of Baptism of Children, Second Edition*. The new rite will be available for purchase after January 6; available for use on the Feast of the Presentation of the Lord on February 2; and must be used beginning Easter Sunday, April 12, 2020.

Workshops will be held for priests and deacons (only) in three locations in early 2020: February 18 at St. Joseph Church in Stevens Point; March 3 at St. Olaf Church in Eau Claire; March 17 at St. Patrick Church in Onalaska. The day will begin at 10:30 and conclude by 3:00, and the schedule will include an in-depth look at the revised ritual (Chris Carstens), clarifications on frequently-asked canonical questions (Vicars General), lunch, and a review of the Diocesan baptismal preparation program (Ann Lankford). Registration information will be available in January.

The ritual text is available (in many cases in both English and Spanish) from [Catholic Book Publishing Company](#) (\$27.95), [USCCB Publishing](#) (\$44.95), [Liturgy Training Publications](#) (\$39.95), [Liturgical Press](#) (\$39.95), and [Magnificat](#) (\$29.95).

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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](#). 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.

2019-20 Safe Environment Report: As of November 15, an email has been sent to all parishes and schools with their spreadsheet for the 2019-20 Safe Environment Report. Included in the email were the report forms and online training dates for staff and volunteers. If you have not received your spreadsheet, have questions or need more information, contact the Safe Environment Office. Reports are beginning to trickle in, thank you for not putting this off to the last minute.

Please take a minute or two to review your parish spreadsheet. Are all of your staff and volunteers current on their background checks? All background checks must be current when you submit your report. Any background check that will expire by June 30, 2020, must be renewed before you turn in your report, since it falls in the audit time period of July 1, 2019 to June 30, 2020. Also check on your training dates - everyone's training must be current when your report is submitted or the report will not be considered complete. If you have any questions, contact the Safe Environment Office.

For your parish bulletin:

Wondering if a tv show or movie is family friendly? [Plugged In](#) reviews movies, videos, music, TV and games from a Christian perspective. "We're shining a light on the world of popular entertainment". Their website can be accessed in both English and Spanish. It rates today's entertainment and helps families make better entertainment choices. [Plugged In](#) is affiliated with Focus on the Family. pluggedin.com

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Office for Catholic Schools

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

The Offices for Catholic Schools, Catechesis and Evangelization, and Youth and Young Adult Ministry are once again accepting grant applications through the Bishop's Education Endowment Trust (BEET). The application form and instructions can be found on the Office for Catholic Schools' website - <https://diolc.org/schools/beet-grant/>

To be considered, all BEET applications must be at the Holy Cross Diocesan Center on or before February 7, 2020.

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Office for Social Concerns

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

For Your Parish Bulletin:

March for Life!

- **Chicago, Jan. 11, 2020**

Pro-Life Wisconsin is sponsoring buses from Wausau, Plover, Onalaska and Tomah. See www.diolc.org/respect-life for more information

Here is the diocesan Facebook link for this event.

<https://www.facebook.com/events/3033261200037070/>

Please share this on your parish Facebook

- **Washington, D.C., Jan. 22-26, 2020**

Major diocesan pilgrimage for youth and adults. Visit www.diolc.org/yya/march-4-life-2020/ for information and online registration.

Here is the diocesan Facebook link for this event.

<https://www.facebook.com/events/470858483538468/>

Please share this on your parish Facebook.

For Your Parish Bulletin:

Unplanned on DVD – Maximize the Impact

Learn how your parish can obtain DVDs of this life-changing pro-life film for as little as \$10 each. Discover how your parish or organization can get a free license to stage public showings of the movie. Visit www.diolc.org/respect-life for more information.

Valentyna Pavsukova, Founder of [Chalice of Mercy Mission to Ukraine](#), coming to the Diocese of La Crosse

Valentyna will be in the Diocese of La Crosse from mid-December through mid-February. If your parish or other organization would like to invite her to speak, contact the Office for Ministries and Social Concerns at 608-791-0161 or ministries@diolc.org.

For Your Parish Bulletin

Feed My Starving Children MobilePack Feb. 21-22, 2020 – Stevens Point

Through a Feed My Starving Children (FMSC) MobilePack™ event at the Stevens Point Airport, Noel Hangar, on February 21-22, 2020, our community will provide 108,000 nutritious meals for God's starving children around the world. We invite you to join us! We need 545 volunteers to pack meals and help raise \$26,000 for this MobilePack™ event. Adults and children 5 years and older will measure and scoop ingredients, seal bags and prepare boxes for shipping. Volunteer registration will open online in January. Event Coordinator is Michelle Shulfer: 715-346-2780, mshulfer@uwsp.edu.

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Office for Stewardship & Development

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

No items this week.

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Office for Temporalities

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

VSP. (Vision Care)

Now through February 29th, eligible VSP® Vision Care members get an extra \$40 to spend on CALVIN KLEIN, CALVIN KLEIN JEANS, DKNY, Dragon®, Draper James, and Nike frames.

No extra paperwork or hassle, just big savings everyone will love. Spread the cheer and share the news with your employees! [Click here](#) to retrieve the coupon.

Risk Management Minute – Electronic Signatures & Cyber Security Practices

With the upcoming holidays, cyber fraud spikes as it is easier to fool people caught up in the holiday spirit. [Click here](#) for a pertinent risk management minute for you to share, along with a reminder not to purchase Amazon or other gift cards and divulge the code numbers off the cards via email.

Catholic Mutual – Kris Twinning Address Change

Please be advised that the P.O. Box number for Kris Twining of Catholic Mutual is no longer a valid mailing address and is not being forwarded. Kris has determined that she is not receiving mail from the parishes (usually special events) as many parishes are mailing them to the old P.O. Box number. Please use **702 S. High Point Road, Suite 221** as the mailing address. It is very important that the Suite number is on the envelope to ensure it is routed to Kris within the Diocese of Madison building.

Accounting Software Project Update

We are still in the due diligence phase of this project, surveying current parish accounting practices. Our focus is understanding how the Chart of Accounts (COA) are applied in the parish, school, cemetery and other operations and then how those accounts are reconciled into the Annual Report to the Bishop. There are apparent variances in practices between parishes, perhaps due to sparse documentation of how the COA should best be applied. Separately, we've engaged both prospective vendors, ParishSOFT and QuickBooks, to produce a prototype Annual Report using their respective accounting platform by the end of December. We will provide additional updates as this project progresses. Please direct any comments or questions to Nick Lichter at nlichter@diolc.org, 608 791-2681.

CUPP 19/20 Employee Counts

CUPP will be sending the request for the FY 2020 (July 1, 2019 to June 30, 2020) employee counts to all locations this week using the following email: cuppwi@madisondiocese.org.

Please promptly reply to CUPP's request so they will have the necessary time to accumulate the information and bill each entity in a timely fashion.

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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.

For a strengthening of all vocations, that we may all strive to follow God's call to holiness.

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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/>.

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/981458028880985/>

Please share this on your parish Facebook

NET Retreats

Click the link to find out more about the NET Retreats in our area.

<https://diolc.org/yva/youth-opportunities/net-retreats/>

BEET Grants

The Offices for Catholic Schools, Catechesis and Evangelization, and Youth and Young Adult Ministry are once again accepting grant applications through the Bishop's Education Endowment Trust (BEET). The application form and instructions can be found here:

<https://diolc.org/schools/beet-grant/>

To be considered, all BEET applications must be at Holy Cross Diocesan Center on or before February 7, 2020.

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