



Chancery Bulletin - Vol. 5, No. 1.4 | January 28, 2020

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Officials

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

The Very Reverend **Eric Awortwe-Dadson**, Pastor of St. Francis of Assisi Parish in Ellsworth and Dean of the Durand Deanery, is released from these responsibilities in order to return to his home diocese, effective July 2, 2020.



Events

As of Jan. 28

Saturday, February 19:00am [Given - Marriage Enrichment Retreat - La Crosse](#)**Sunday, February 2**[World Day of Consecrated Life - Feb. 1 - 2](#)**Friday, February 7**[Married Love: Two Becoming One Retreat - La Crosse - Feb. 7 - 8](#)[Deacon and Lay Formation - Marathon - Feb. 7 - 8](#)**Saturday, February 8**9:00am [Given - Marriage Enrichment Retreat - Rothschild](#)**Friday, February 14**[Retrouvaille Marriage Help Weekend - Marathon - Feb. 14 - 16](#)**Saturday, February 15**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 22**8:30am [Married Love: Two Becoming One Retreat - Mauston](#)2:00pm [Diocesan Day of Healing - Eau Claire](#)2:00pm [Diocesan Day of Healing - La Crosse](#)2:00pm [Diocesan Day of Healing - Marathon](#)2:00pm [Diocesan Day of Healing - Plover](#)**Wednesday, February 26**12:00pm [Ash Wednesday Mass - Live Stream](#)**Saturday, February 29**8:00am [Married Love: Two Becoming One Retreat - Marathon](#)**Sunday, March 1**2:00pm [Rite of Election and Call to Continuing Conversion- La Crosse](#)**Friday, March 6**[Married Love: Two Becoming One Retreat - Arcadia - March 6 - 7](#)[Married Love: Two Becoming One Retreat - Eau Claire - March 6 - 7](#)[Deacon and Lay Formation - Marathon - March 6 - 7](#)[Day of Prayer and Penance for Diocesan and Universal Church Needs](#)

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

No items this week.

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Office for Catechesis & Evangelization

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

Bulletin insert for the weekend of February 9 [click here](#)

“Relationship comes first!” begins a new series of bulletin inserts that will provide specific principles for understanding how God guides us and how to practice making personal application in our everyday life.

RCIA: Formation in Prayer

One of the most important aspects of the RCIA process is guiding catechumens and candidates to develop/deepen their personal relationship with Jesus in daily committed prayer. Further, they need to memorize and understand certain prayers in order to participate fully in the Easter Vigil. A helpful way is to provide them with prayer cards. Choose one of the following by clicking here: diolc.org/deeper

- [The Sign of the Cross](#)
- [The Our Father](#)
- [The Apostles' Creed](#)

The prayer cards seek to make the time of prayer more personal. Explanations of the words and the Scriptural foundation of each prayer are also provided on the website.

BEET Grants

Please submit [BEET Grants](#) by February 7th. Applications cannot be accepted for any reason after that date. Contact Ann if you have questions about completing a grant application.

Ongoing Formation and Spiritual Renewal - August 28-29

Every Catholic needs ongoing formation, above all those who hand on the Faith and serve the people of the parishes and schools. In addition to featuring Fr. Timothy Gallagher as the keynote presenter, the annual Witnesses for Christ Conference will offer 2 sets of break-out sessions. These break-out sessions will include such topics as:

- Training in Basics to Facilitate the Theology of the Body Resources
- Engaging Parents in the formation of their children
- Addressing Confusion about Identity
- The Big Picture for Children: Forming Little Disciples

Please let Ann know if you have other topics that you think need to be covered in the break-out sessions. For downloadable “Save the Date” cards and an article on Fr. Gallagher’s book entitled Overcoming Spiritual Discouragement, go to <https://diolc.org/catechesis/witness/>.

Here is the diocesan Facebook link to this event.

[facebook.com/events/2216728398621141/](https://www.facebook.com/events/2216728398621141/)

Please share this on your parish Facebook

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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 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

No items this week.

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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

For Pastors:

Safe Haven Sunday update:

Booklets for Safe Haven Sunday will be delivered starting the week of Feb. 10. Homily and bulletin resources from Covenant Eyes are also expected to be available that week.

For Your Parish Bulletin:

National Marriage Week February 7-14

This annual observance is a great prompt for everyone to reflect on the gift marriage is to our Church and our country, as well as an opportunity for couples to build up their own marriages. All married couples are encouraged to spend a little time on a 7-day virtual retreat titled “Stories from the Domestic Church.” This and other valuable resources are available for

couples, pastors, and parishes at www.foryourmarriage.org/celebrate-national-marriage-week/

For Your Parish Bulletin:

How Do We End Bullying and Develop Right Relationships?

On February 10th at 8 p.m., Jeff Arrowood and Alice Heinzen will hold a live webinar discussion on the topic of Bullying and Right Relationships. Register today to be part of this vital discussion. Go to: www.twl4parents.com/necessary-conversations-webinar The cost is \$6 for the single session or \$25 for the full series. This webinar is part of the Necessary Conversations series which addresses important and pressing issues affecting the family in today's culture. For more information visit the TWL website at www.twl4parents.com

For Your Parish Bulletin:

Safe Haven Sunday – Year II

In the digital age, it's not a matter of if your child will see something inappropriate online. It's only a matter of when. To help you combat the pervasiveness of pornography, we will be recognizing Safe Haven Sunday on (February 23 or March 1). We all must respond by defending the dignity of each and every person and if needed, to heal ourselves from exposure to its snares. A thorough collection of resources for parents, pastors and parishes is available at: <https://diolc.org/marriage/addressing-pornography/>

Build up Marriages in your parish this Lent:

The Office for Marriage & Family Life has many resources available for parish use to assist you in building up marriages. A recommended list can be found at

<https://diolc.org/marriage/marriage-enrichment/>

For more information, contact Dan Kitzhaber 608-791-2673 or dkitzhaber@diolc.org

50th Jubilee Anniversary Couples Names - Needed- First Request

We want to invite couples from your parish who are celebrating 50 years of sacramental marriage to one of three events being held this summer. [Click here to read](#) the letter that describes the 50th anniversary celebrations for 2020. [Please download, complete, and return registration form here](#) to us no later than March 6, 2020.

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Office for Ministries

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

For Your Parish Bulletin:

Discerning a Vocation to the Permanent Diaconate?

If you are a man between 30 and 60 years of age and think God may be calling you to be a permanent deacon, there will be a Diaconate Discernment Retreat on Saturday, April 4, 2020. The first step is to contact Deacon Kevin Ray, Director of the Office for the Diaconate. Email kray@diolc.org, or call 608.791.2665.

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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

New appointments have been arriving for redistribution for the **Ceremonials Room**. Check out our Facebook page (<https://www.facebook.com/groups/432229100920392/>) to view them and more that is available. Updates are frequent so check in often. If you don't use Facebook send us an email requesting what you are looking for and a picture or two will be sent for your review.

Diaconate Help: Spring Confirmations

A friendly reminder to the Deacons to review the upcoming Spring Confirmation Diaconate schedule and prayerfully consider assisting at locations where parishes do not have Deacons assigned. Updates will be sent out via email as normal until all Confirmation Mass locations are filled. Thank you for your kind assistance.

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Office for Sacred Worship

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

Reminder: Clergy Study Day on the revised *Order of Baptism of Children*

The *Order of Baptism of Children, Second Edition* is now available for purchase. It *may be used* as early as the Feast of the Presentation of the Lord on February 2; it *must be used* beginning Easter Sunday, April 12, 2020.

Workshops will be held for priests and deacons in three locations in February and March (a workshop for DRE's and other parish staff will be offered on another occasion in 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 a.m. and conclude by 3 p.m., and the schedule will include an in-depth look at the revised ritual (Chris Carstens), clarifications on frequently-asked canonical questions surrounding baptism (Vicars General), lunch, and a review of the second edition of the Diocesan baptismal preparation program (Ann Lankford).

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).

To register for a study day, please return the information requested on [this form](#) no later than Monday, February 10, to Jen Mickschl via email (jmickschl@diolc.org), phone (608-791-0161), or US Post (PO Box 4004, La Crosse, WI, 54602). There is no cost for these study days.

Reminder: Feast of the Presentation of the Lord: Sunday, February 2

The Feast of the Presentation of the Lord falls on a Sunday in 2020, and its celebration outranks a Sunday in Ordinary Time. As a reminder, the Roman Missal calls for the blessing of candles before Mass, with either a procession or solemn entrance occurring after the blessing. The faithful should be encouraged to bring candles to be blessed at the Mass. A parish can distribute candles to those in attendance, and the candles intended for the use of the church throughout the year might also be blessed at Masses on this day. (From the Bishops' Committee on Divine Worship *Newsletter*, December 2019)

Reminder: Feast Day of Blessed James Miller: February 13

Brother James Miller was declared "blessed" on Saturday, December 7, 2019 in Huehuetenango Guatemala. (Read Bishop Callahan's tribute to his life, [here](#).) While there are no proper liturgical texts for Mass or the Liturgy of the Hours on his February 13 feast day (the anniversary date of his death), Bishop Callahan asks that Blessed James Miller be celebrated in 2020 using texts from the "Common of Martyrs: For One Missionary Martyr" at Mass and the "Common of One Martyr" at the Liturgy of the Hours. Readings at Mass may be taken from Thursday of the 5th Week in Ordinary Time or from the Common of Martyrs.

Reminder: Holy Hour for Penance and Healing: February 22

Bishop Callahan asks that each pastor lead a Holy Hour for Penance and Healing on Saturday, February 22, in response to clergy sexual abuse and the public release of names of clergy with a substantiated allegation of child sexual abuse. Although the schedule may vary from parish to parish, the Holy Hour for Penance and Healing will begin at 2:00 p.m. and conclude at 3:00 p.m. Confessions will then be heard from this time until the beginning of Mass. Optional resources for the Holy Hour are available: presider's text (in [Word](#) or [PDF](#)); participant text ([Word](#) or [PDF](#)); participant text formatted for printing back to back, then folded ([Word](#) or [PDF](#)). Pastors should adapt the format or texts as appropriate.

Reminder: Rite of Election Retreat: February 22

In preparation for the Rite of Election and of the Call to Continuing Conversion (March 1, 2020), many parishes (or groups of parishes) offer retreats for their catechumens and candidates. For those parishes that do not offer a retreat in the parish, there will be three retreats open to catechumens and candidates on the morning of Saturday, February 22: at St. Peter Parish in Stevens Point, St. Mary Parish in Altoona, and the Shrine of Our Lady of Guadalupe in La Crosse. Although schedules may vary slightly at each retreat site, the day will include Mass, three spiritual talks, time for reflection, and lunch. A site-specific schedule will be sent upon registration or upon request. Registration form is available [here](#); deadline is February 14. Please encourage those in your RCIA process to reserve this date.

Rite of Election, March 1

The Rite of Election and the Call to Continuing Conversion will be held at the Cathedral of St. Joseph the Workman on Sunday, March 1, at 2:00. It is an occasion that marks entry into the period of Purification and Enlightenment (for newly-named “elect”) that coincides with Lent. It is a wonderful opportunity for candidates and catechumens to see the larger Church, meet Bishop Callahan, be introduced to their new Cathedral, and receive the grace of the Rite. The registration form for Rite of Election is available [here](#).

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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.

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

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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

Unplanned on DVD – Maximize the Impact

Learn how your parish or school 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 diolc.org/respect-life for more information and to download a pre-formatted parental permission slip complete with a letter from Abby Johnson to parents explaining the value of the movie for minors and the reason for its R Rating.

Reminder: For Your Parish Bulletin:

Donate/Volunteer – Feed My Starving Children MobilePack Feb. 21-22 – 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. [Click here to volunteer or donate](#) (a matching grant is being given by the Diocese of La Crosse Social Ministry Fund). Event Coordinator is Michelle Shulfer: 715-346-2780, mshulfer@uwsp.edu.

For Your Parish Bulletin:

Official Beatification Portraits of Blessed James Miller Available

Fr. Tom Lindner led a pilgrimage to Guatemala for the Dec. 7, 2019 Beatification of Brother James Miller, the De La Salle Christian Brother and missionary who died a martyr on February 13, 1982, at the age of 37 as he was serving youth in Guatemala. Blessed James is a beloved son of our diocese, having been born and raised in Stevens Point. Fr. Lindner has available multiple 11"x17" copies of Blessed James' official beatification portrait, suitable for framing. To request one, please contact Fr. Lindner at St. Anne Parish in Wausau (715-849-3930).

Reminder: Pastors: Catholic Campaign for Human Development (CCHD) Collection

Just a reminder that Bishop Callahan has asked parishes to take up the CCHD collection the last weekend of January or the first weekend of February. Parishes should have received the envelopes and [promotional materials](#) from the national CCHD office. The week before the collection, the following **Bulletin Announcement** should be run:

Bulletin Announcement for Weekend before Parish CCHD Collection:

Next week our special collection will support the Catholic Campaign for Human Development. More than forty-six million people in the United States live in poverty today. This collection supports programs that empower people to identify and address obstacles as they work to make permanent and positive changes for their communities. Learn more about the Catholic Campaign for Human Development at usccb.org/cchd/collection.

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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

Accounting Software Project Update (2)

Our December project update offered notice that both vendors, ParishSOFT and QuickBooks, had been engaged to produce a prototype Annual Report. While good progress was made with each platform, neither were capable of producing a complete report. Both software platforms found that current account use and practices varied significantly from parish to parish. Fortunately, the prototype effort has made it apparent that significant benefits are available by standardizing our diocesan Chart of Accounts, descriptions, practices and documentation. Your comments and suggestions to ensure that any standardizing effort will better serve your parish are welcome.

A snapshot of current parish accounts and subaccounts finds there are more than 3,200 unique combinations in use today. Most parishes use fewer than 100 accounts, those with active school and cemetery use fewer than 200, and even our largest parishes use fewer than 300. For now, to limit continued account proliferation, the subaccount and description edits in ParishSOFT have been toggled off at the parish level. As we work together toward standardizing, please allow our curia offices to generate any new accounts, subaccounts, descriptions or other needed changes. Working together we can condense our current usage toward standards and achieve a well-documented Chart of Accounts tailored to parish needs, one that enables best practice and makes it much easier to use either software. Please direct your suggestions, comments or questions to Nick Lichter at nlichter@diolc.org, (608) 791-2681.

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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.

In thanksgiving for the many marriages, priests, sisters and brothers who inspire and strengthen us by the witness of their commitment.

Reminder - mark your calendars:

May 2, 2020 Diaconate Ordination

Here is the diocesan Facebook link to this event.

facebook.com/events/227075974975805/

Please share this on your parish Facebook

June 22, 2020 2nd Annual Golf Outing

Here is the diocesan Facebook link to this event.

facebook.com/events/628032601282326/

Please share this on your parish Facebook

June 27, 2020 Priestly Ordination

Here is the diocesan Facebook link to the 2020 Priestly Ordination.

facebook.com/events/576789636508983/

Please share this on your parish Facebook.

July 26, 2020 Priests For Tomorrow

Please share this on your parish Facebook.

June 26, 2021 Priestly Ordination

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Office for Vicar for Clergy

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

Reminder: upcoming 2020 events

Priest Unity Days - June 25-26, 2020

Fall Ministry Conference - October 12-13, 2020

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 of suitability. If you are traveling outside of the United States please contact Maryjo Wilson in the Chancery Office, mwilson@diolc.org for a celebret.

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Office for Youth & Young Adult Ministry

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

No items this week.

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

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