



## Chancery Bulletin - Vol. 5, No. 8.4 | August 25, 2020

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### Officials

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

The Reverend **Emmanuel Kofi Asamoah-Bekoe**, Parochial Administrator of St. Mary's Assumption Parish in Durand, Holy Rosary Parish in Lima, and Sacred Heart of Jesus Parish in Mondovi, is appointed Pastor, effective August 18, 2020. His residence remains at Holy Rosary Parish rectory in Lima.

The Reverend **Biju Chennala Kunjukutty, MSFS**, Parochial Administrator of St. Joseph Parish in St. Joseph Ridge and St. Peter Parish in Middle Ridge, is appointed Pastor, effective August 18, 2020. His residence remains at St. Joseph Parish rectory in St. Joseph Ridge.

The Reverend **Thomas Nirappel, MSFS**, Parochial Administrator of St. Adalbert Parish in Rosholt and St. Mary Parish in Torun, is appointed Pastor, effective August 18, 2020. His residence remains at St. Adalbert Parish rectory in Rosholt.

The Reverend **Todd A. Mlsna**, Chaplain at St. Joseph Congregational Home, Associate Pastor of Holy Spirit Parish, St. Joseph Parish, St. Peter Parish and St. Stephen Parish, all in Stevens Point, has been released from his responsibilities as Chaplain at the St. Joseph Congregational Home. He is assigned residence at St. Stephen Parish rectory in Stevens Point, effective August 18, 2020. He retains his assignment as Associate Pastor of Holy Spirit Parish, St. Joseph Parish, St. Peter Parish and St. Stephen Parish, all in Stevens Point.



### Events

As of Aug. 25

**Tuesday, August 25**11:00am [Tune-In Tuesdays](#)**Saturday, August 29**10:00am [Overcoming Spiritual Discouragement - Virtual Conference](#)**Tuesday, September 1**11:00am [Tune-In Tuesdays](#)**Tuesday, September 8**11:00am [Tune-In Tuesdays](#)**Friday, September 11**[LFI/Deacon Formation - Marathon - September 11-12](#)**Saturday, September 12**1:00pm [National Day of Remembrance for Aborted Children - Stevens Point](#)**Tuesday, September 15**11:00am [Tune-In Tuesdays](#)**Saturday, September 19**8:00am [Married Love: Two Becoming One Retreat - Marshfield](#)**Sunday, September 20**[Catechetical Sunday](#)**Tuesday, September 22**11:00am [Tune-In Tuesdays](#)**Wednesday, September 23**[Rural Life Day Celebrated in the Diocese of La Crosse](#)**Sunday, September 27**[Annual Appeal Kickoff Weekend 1 - Sept. 26-27](#)**Friday, October 2**[Married Love: Two Becoming One Retreat - Arcadia - Oct. 2-3 - CANCELLED](#)**Sunday, October 4**[Memorial of Saint Francis of Assisi, secondary patron of the diocese](#)

To get your parish events listed on the diocesan calendar, [diolc.org/calendar](http://diolc.org/calendar), and in *Catholic Life* magazine, please send an email to [datebook@diolc.org](mailto: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](mailto:wdhein@diolc.org)

No items this week.

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### **Reminder: Recording available of the August 12<sup>th</sup> Catechetical Leaders ZOOM Meeting for Re-opening the Faith Formation Program: [diolc.org/catechesis/catechetical-leaders-info](https://diolc.org/catechesis/catechetical-leaders-info)**

It is necessary that every Catechetical Leader listen to the recording of the August 12th session because it provides further clarification for some of the Directives and Guidelines that are to be implemented in Parish Faith Formation.

The following must be posted on your parish website:

- Protective Measures
- Hygiene and Cleaning
- Policy and Procedures for COVID-19 Exposure and Positive Tests

For templates of the following visit [diolc.org/catechesis/catechetical-leaders-info](https://diolc.org/catechesis/catechetical-leaders-info):

- Parent's Information for Re-opening the Parish Faith Formation Program
- Parent's Compliance Form

Since formation of the whole person is accomplished most effectively in-person, and, since formation of our youth is at the heart of our mission of leading people to a personal relationship with Jesus Christ and His Church, all parishes should plan to provide in-person Faith Formation for both grade school and high school students beginning in the fall. We realize some parents will choose not to send their children and there might be extraordinary exceptions that limit full scale in-person, weekly sessions.

If parents choose to teach their children at home, the following information is to help prepare them for this noble responsibility:

- **New:** [Helping Parents to Lead their Children to Jesus Christ](#)

**Best Practices** for Parish Programs and Catholic Schools are available at [diolc.org/catechesis/catechetical-leaders-info](https://diolc.org/catechesis/catechetical-leaders-info) and focus on

- Guiding Students to a Relationship with Jesus and His Church
- Involving Parents
- On-line Resources
- **New:** Evaluating a Religion Textbook: What is Essential?

### **For Parish Communications**

#### **Join a Small Group this Fall to Grow in Your Relationship with Jesus Christ**

Here are five good reasons to join with some people from your parish for a Bible Study or Faith Study Group:

- It builds community and the sense of belonging in your parish.
- It develops strong friendships in Christ.

- It provides a specific time to deepen your relationship with the Lord through greater understanding of the Faith.
- It strengthens you as you discover others with whom you can “walk” on the journey of life.
- It helps you to accept others and yourself as imperfect persons who are seeking God.

The Gospels reveal that Jesus taught His disciples in small groups. Further, in the early Church, as spoken about in the Acts of the Apostles, small groups of Christians met in homes – in secret to avoid persecution – to pray and study the Scriptures or hear a teaching about the Faith.

Consider what is being offered at your parish, or get a few friends together to meet in your home. The most important thing is to find something that interests you and then be committed. It will be well worth your time! A list of excellent resources can be found at: [diolc.org/catechesis/bible-studies-and-small-group-resources/](http://diolc.org/catechesis/bible-studies-and-small-group-resources/) Contact your parish as some of these resources may be available there.

### **Reminder: For Parish Communications for the weekend of September 6**

#### **[Voting as a Christian](#)**

As Christians, we do not leave our faith behind when we enter the voting booth. We understand that politics, like every other part of life, must be illuminated by God’s light or we will stumble in the dark and lose our way. Available at [diolc.org/insert](http://diolc.org/insert).

### **Growing in Your Relationship with Jesus Christ through Reading the Catechism in a year**

Sign up to read through the *Catechism of the Catholic Church* in the next 10 months. From year-to-year, there are always more than 100 people who will participate. We begin Monday, September 14th and end mid-June, with a week off for Thanksgiving and two weeks off for Christmas.

A modest schedule of 15 paragraphs per night (roughly 3 pages) has been arranged that will take about 10-15 minutes of reflective reading, 5 nights a week for 38 weeks. It is worth the effort. If interested, email Ann Lankford at [alankford@diolc.org](mailto:alankford@diolc.org) and put “read the Catechism” in the subject line.

### **Reminder: Catechetical Sunday 2020 – September 20<sup>th</sup>**

Catechetical Sunday will be celebrated on Sunday, September 20<sup>th</sup>. The theme for this year’s Catechetical Sunday is “I received from the Lord what I also handed on to you.” (Corinthians Those who the Community has designated to serve as catechists – most importantly parents – will be commissioned for their ministry. Catechetical Sunday is a wonderful opportunity to reflect on the role that each person plays, by virtue of Baptism, in handing on the faith and being a witness to the Gospel. Catechetical Sunday is an opportunity for all to rededicate themselves to this mission as a community of faith. Go to the US Bishops Conference at [uscgb.org](http://uscgb.org) for posters, liturgical resources etc.

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## Office for Communications

Director: Jack Felsheim – 608.791.2663 | [jfelsheim@diolc.org](mailto:jfelsheim@diolc.org)

### Professional Email communications

Given the many Email scams and counterfeits we see weekly, here are a few helpful guidelines to help expose forgery and improve the overall perception of your email communications.

1. It is recommended that all electronic communications coming from a diocesan office, parish or school be on a domain for the corresponding organization. Example: [Secretary@allsaintsparish.org](mailto:Secretary@allsaintsparish.org), or [Info@allsaintsparish.org](mailto:Info@allsaintsparish.org).
2. It is recommended that all clergy use an email with the diocesan domain [diolclergy.org](mailto:diolclergy.org) or one from their parish domain.
3. It is recommended that parish and school staff eliminate the use of free domains such as Gmail, Hotmail, Yahoo, or domains from their Internet provider and other such services when representing the diocese/parish/school via email correspondence. Adherence to this recommendation will establish an authenticity of the correspondence and reduce the potential for misrepresentation or impersonation.

We are happy to help clergy establish a [diolclergy.org](mailto:diolclergy.org) email address. Just send us a request and we will create the account for you. The diolclergy.org domain is part of the diocesan GSuite. Your [diolclergy.org](mailto:diolclergy.org) account will include the full range of G Suite functionality.

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## Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608.791.2690 | [dkrzmarzick@diolc.org](mailto:dkrzmarzick@diolc.org)

No items this week.

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## Office for the Diaconate

Director: Deacon Bryan Hilts – 608.791.2665 | [bhilts@diolc.org](mailto:bhilts@diolc.org)

### Deacon Community Board

Deacons – on August 11, 2020, you should have received an e-mail asking for volunteers to serve our community as elected members of the Deacon Community Board. I have received some interested volunteers. In case some are still discerning a call to serve our deacon community, I have extended the August 20 deadline to August 31. If you did not receive the e-mail, please check your junk mail. If it is not there, please contact me with your current e-mail address.

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## Office for Marriage & Family Life

Director: Christopher Rogers – 608.791.2652 | [crogers@diolc.org](mailto:crogers@diolc.org)

No items this week.

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## Office for Ministries

Director: Christopher Ruff – 608.791.0161 | [cruff@diolc.org](mailto:cruff@diolc.org)

### **Attention: Leaders of Prayer in Need of Four-Year Commission Renewal**

Parish Leaders of Prayer who were commissioned in 2015 or earlier will need their four-year commission renewed this year. Normally this would be done through a daylong conference at the Diocesan Center, but in light of the pandemic they are asked to participate in the Saturday, Aug. 29, virtual Witnesses for Christ Conference featuring Father Timothy Gallagher, O.M.V. on "Overcoming Spiritual Discouragement." Go to [diolc.org/leaders-of-prayer](https://diolc.org/leaders-of-prayer) for instructions. If you are unable to participate on Aug. 29, email Christopher Ruff at [cruff@diolc.org](mailto:cruff@diolc.org) and other arrangements will be made.

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## Office for Missions

Director: Fr. Woodrow Pace – 608.791.2676 | [wpace@diolc.org](mailto:wpace@diolc.org)

No items this week.

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## Office for Sacred Worship

Director: Christopher Carstens – 608.791.0161 | [ccarstens@diolc.org](mailto:ccarstens@diolc.org)

### **Reminder: Guidelines for Infant Baptism during Coronavirus**

As infant baptisms resume, pastors and parishes should consider appropriate measures to safeguard the health of all participants. The Thomistic Institute has published guidelines here. In addition to general pandemic guidelines (e.g., 6' social distancing, masks, hand sanitization, etc.), some of the Thomistic Institute's ritual observations include:

1. *Tracing the Sign of the Cross on the Forehead:* This may be done as normal. If hand hygiene is done at the beginning and end of the ceremony, there is not a significant risk of transmission.

2. *Anointing with Oil of Catechumens*: The minister dips his thumb one time in the small quantity of the oil of catechumens he prepared in a small vessel before the start of the baptism. He then anoints the child on the breast. After the ceremony, he should reverently dispose of any remaining oil and wash the vessel with soap and water.

3. *The Baptism itself*: According to the CDC, “[t]here is no evidence showing anyone has gotten COVID-19 through drinking water, recreational water, or wastewater. The risk of COVID-19 transmission through water is expected to be low.” Still, out of an abundance of caution, it is prudent to avoid reusing baptismal water for multiple children. Therefore, before the baptism, empty the font and refill it with fresh water (to be blessed during the ceremony). After the ceremony, ensure that the baptismal water is drained or emptied out of the font.

4. *Anointing with Sacred Chrism*: The minister dips his thumb one time in the small quantity of the sacred chrism he prepared in a small vessel before the start of the baptism. He then anoints the child on the crown of the head in the normal way. After the ceremony, he should reverently dispose of any remaining chrism and wash the vessel with soap and water.

5. *Baptismal Candle and White Garment*: Provided that proper hand hygiene is performed at the places described in the guidelines, handing over these items does not pose a significant risk of viral spread.

6. *Ephphetha Prayer*: Insofar as the ephphetha prayer envisions the minister touching the mouth and ears of the recipient, it entails a higher risk. The rite already permits that this prayer be omitted, and we [the Thomistic Institute] recommend that the minister do so.

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**Office for Safe Environment**

Director: Teresa Brown – 608.791.2679 | [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 (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](mailto: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](http://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](mailto:tbrown@diolc.org).

### **Recording of the August 12 ZOOM training**

If you were unable to attend the August 12 ZOOM training, you can watch it [here](#). More than 175 people tuned in for the live event. The recording is "unlisted" but anyone with this link <https://youtu.be/5TjzE5a-V3M> can watch it.

**Important Notice about Student Training:** Whether your Religious Education program is in person or online this year, all students still need to be Protect and Heal trained. Grades 1-5 have power points lesson plans and Grades 6-12 have a pdf lesson plan. They can be found [here](#), on the diocesan Protect and Heal website in the Library. Scroll to the bottom of the page to find the appropriate [training documents](#).

### **Upcoming Vacation:**

Teresa Brown will be out of the office beginning August 31 and returning on September 8. If you need assistance with a Letter of Suitability or have a Protect and Heal question, please contact Mary Lou Berg in the Office of the Vicar for the Clergy at [mberg@diolc.org](mailto:mberg@diolc.org).

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## **Office for Catholic Schools**

*Superintendent: Thomas Reichenbacher – 608.788.7707 | [treichenbacher@diolc.org](mailto:treichenbacher@diolc.org)*

No items this week.

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## **Office for Social Concerns**

*Director: Christopher Ruff – 608.791.0161 | [cruff@diolc.org](mailto:cruff@diolc.org)*

### **For Your Parish Communications:**

#### **Voting as a Christian**

As November approaches, our political landscape boils down primarily to two opposing worldviews – two radically different visions of the meaning and direction of our lives. What are they, and what is a Christian to do? Visit [diolc.org/faithful-citizenship](http://diolc.org/faithful-citizenship) to learn more.

#### **No to COVID-19 Vaccines from Abortion Cell Lines; No to Federal Executions**

The US Bishops encourage the faithful to contact Congress on a number of important matters, including development of a COVID-19 vaccine that does not use cell lines from aborted babies, and opposition to the resumption of federal executions. Visit [votervoice.net/USCCB/home](http://votervoice.net/USCCB/home) to see how you can make your voice heard.

#### **US and Wisconsin Bishops' Response to Racism:**



Racism has no place in the Christian heart, whether its target is African-American, Hispanic, Hmong or some other ethnicity. See what the Bishops of Wisconsin and their brother Bishops around the country are saying by visiting [diolc.org/racism](http://diolc.org/racism).

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## Office for Stewardship & Development

Director: Jeff Reiter – 608.791.2653 | [jreiter@diolc.org](mailto: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](mailto:jreider@diolc.org)

### Catholic Mutual Group Health Enews

The latest addition of Health Enews is available by [clicking here](#).

### Asbestos Designated Person or Designated Asbestos Coordinator

Per state and federal regulation, each parish school and school system are required to have an Asbestos Designated Person who is responsible for asbestos management in our diocesan schools ((under EPA, AHERA, Asbestos Hazard Emergency Response Act). Please make sure you have an Asbestos Designated Person assigned for the parish school or school systems. The Office of Diocesan Buildings and Grounds can provide training materials until such time in-person training can be offered. If you are in need of these training materials, please contact Kathy Haverland at 608-791-2692 or [khaverland@diolc.org](mailto:khaverland@diolc.org).

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## Office for Vocations

Director of Formation: Fr. Alan Wierzba – 608.791.2667 | [awierzba@diolc.org](mailto:awierzba@diolc.org)

Director of Vocation Recruitment: Fr. Nate Kuhn – 608.791.2666 | [nkuhn@diolc.org](mailto:nkuhn@diolc.org)

No items this week.

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## Office for Vicar for Clergy

Director: Very Rev. Woodrow H. Pace – 608.791.2689 | [mberg@diolc.org](mailto:mberg@diolc.org)

Teresa Brown will be out of the office beginning August 31 and returning on September 8. If you need assistance with a Letter of Suitability or have a Protect and Heal question, please

contact Mary Lou Berg in the Office of the Vicar for the Clergy, [mberg@diolc.org](mailto:mberg@diolc.org)

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## Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608.791.2652 | [crogers@diolc.org](mailto:crogers@diolc.org)

### **Immersion Retreat 2020 is Cancelled**

After much discussion, thought and prayer, we have decided to make the decision to cancel the Immersion Retreat that was to be held November 13-15, 2020 due to ongoing concerns with the COVID-19 virus. We are looking into the possibility of offering a virtual option and will have more information about those options soon. If you typically have your Confirmation students attend the Immersion Retreat as a Confirmation Retreat, we are happy to assist you in planning a retreat at your parish. Please know that you, the families whom you serve, and your ministry remain in our prayers.

### **Reminder: Director of Youth Ministry Needed— Stevens Point, WI**

Will be responsible for planning and implementing a catechetical program for middle and high school students. This program serves three parishes in Stevens Point, Wisconsin: St. Joseph, St. Peter and St. Stephen Parishes. Applicants should enjoy working with youth, be organized, self-motivated, and proficient in computer and communications skills. This fulltime position requires nights and weekends which are balanced with regular agreed-upon office hours. Certification or experience in Catholic youth ministry preferred. A degree in Theology, Catholic Studies, or Education is a plus. For the right candidate, this position could be part-time with an emphasis on our high school Confirmation program. For more information, contact Father Jeffrey Hennes at St. Joseph Parish, 715-341-1617. Submit résumé and cover letter to [pastor@pointcatholicfaith.org](mailto:pastor@pointcatholicfaith.org).

### **Reminder: Connecting High School Graduates with Newman Centers**

The Newman Connection does fantastic work connecting high school graduates/incoming college freshmen with the Newman Center at their college. This year they are focusing more on digital sign-ups. Here is the student sign up form link: [signup.newmanconnection.com](https://signup.newmanconnection.com) They also have additional outreach resources for parishes found [here](#).

### **Reminder: Tune-In Tuesdays**

We are excited to continue to offer a series of ZOOM Meetings we call “Tune-In Tuesdays.” Join us as we come together to network and share how we are doing, how our ministry is going and talk about ways we can support each other. Please follow this [link](#) to join us for Tune-In Tuesdays at 11:00am!

### **Reminder: Safe Environment– Online Meetings and Gaming**

If you are doing religious education and/or youth ministry online, whether it be ZOOM Meetings, gaming, etc., there must always be two adults who have been background checked through the Diocese of La Crosse and gone through the Diocese of La Crosse Safe Environment Training present for the duration of the online meeting/gathering.

**Reminder: NET Retreats**

The NET Team will be in our diocese October 29-November 10, 2020. The following dates are currently available:

- Thursday, October 29, 2020 (after 3:00pm)
- Friday, October 30, 2020
- Saturday, October 31, 2020
- Friday, November 6, 2020

For other details please click [here](#). If you would like to reserve a date, please contact our office ASAP as dates will fill up fast.

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