



“Serve God With Peace and Joy.”

St. Therese of Lisieux Catholic Church

PARISH HANDBOOK

January, 2010

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PARISH MEMBERSHIP

Each person/family requesting membership must complete a registration form obtained from the Parish Office. It is the duty of every adult Catholic to register in their parish. Children of registered parents must re-register as adults on their 18th birthday.

The members of St. Therese Parish request that you use this Handbook not only to familiarize yourself with our parish, but also as a means to determine how to best use your time, talent and gifts from God to help our parish grow. Your regular financial contributions and involvement in parish life are vital to the successful operation of St. Therese Parish. Please be generous as you reflect on your personal circumstances in determining your level of giving.

CALL OR VISIT THE PARISH OFFICE IF YOU NEED TO:

- Rent the Parish Hall or Festival Grounds
- Schedule a visit with the Pastor
- Request anointing of the sick
- Schedule the Sanctuary Lamp
- Schedule a Mass Intention
- Schedule a parish activity. (All parish activities must be scheduled with the secretary and placed on the master calendar.)
- Request an announcement in the Parish Bulletin

OUR PARISH MISSION

We are a welcoming Christian family
committed to Catholic values,
responding to the call of Christ
revealed in the diversity of human need.
We practice a conscious, living, active faith
in a community whose source of strength
is the Eucharist.



Parish History

In 1951, the Archdiocese of Milwaukee purchased 18 acres of land, beginning the formation of a new parish serving southern Kenosha. Fr. Vincent Schneider was assigned to start the new parish that began in a little chapel shrine attached to the old Carmelite Home for the Aged on 93rd Street. He celebrated the first Mass in their chapel on July 27, 1952. Masses and devotions were held there and meetings of societies and clubs of the parish were held in neighboring garages and homes. Fr. Schneider lived in the old Carmelite Home and administered the parish from there, too.

Permission to build the church was granted in 1957 and James McDonald, rumored to be a student of Frank Lloyd Wright, was chosen as the architect for the project. Ground was broken on June 1, 1958 and the cornerstone laid in 1959. Years of hard work and sacrifice culminated with the dedication of St. Therese of Lisieux Church on June 21, 1959.

The years that followed saw the opening not only of the new church building, but also a school, hall, convent and rectory. The people of the parish worked together as a community to serve God and each other. Parish membership increased to the current number of about 850 registered households and over 2300 Catholics under the guidance of three pastors who succeeded Fr. Schneider; first, Fr. Russell G. Becker followed by Fr. Brian T. Holbus, and then our current pastor, Fr. Michael E. Nowak.

While St. Therese, like many parishes in this country today, face a myriad of challenges in this world, the people of St. Therese Catholic Church in Kenosha remain inspired by the call to holiness and service as outlined in the Second Vatican Council. How they responded to this call will be witnessed in the pages of this Handbook.

This is St. Therese of Lisieux Catholic Church in Kenosha - past, present, and looking forward to the future.



Biography of St. Therese

Therese Martin entered a Carmelite convent at the age of fifteen. As Sister Therese of the Child Jesus, she lived a hidden life. She was just 24 when she died. The world came to know her through her autobiography, *THE STORY OF A SOUL*. She lived each day with unshakable confidence in God's love.

On October 1st, the parish celebrates the feast of our patroness, St. Therese. In her book, she wrote: "My mission - to make God loved - will begin after my death. . . I will spend my heaven doing good on earth. I will let fall a shower of roses." We pray asking her to continue to shower us with her roses.

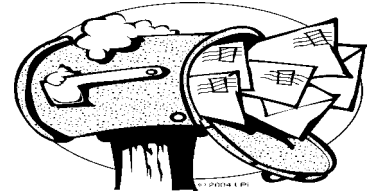
PARISH INFORMATION

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Church Address 2020-91st Street
Kenosha a, WI 53143

Parish Mailing Address 9005-22nd Avenue
Kenosha, WI 53143

Office Phone 262-694-4695
Fax 2 62-694-7284
Youth Ministry 262-694-6018, ext.133
School Office 262-694-8080
Rectory Office E-Mail valang@tds.net
Bulletin E-Mail bogaczl@tds.net
Religious Education
 Grades K-5 262-694-0118
 EDGE--Grades 6-8 262-694-6018, ext. 133
School E-mail principal@mtcarmel/sttherese-school.org
Parish Web Site www.st-therese-kenosha-org



PARISH STAFF

Pastor. Rev. Michael E. Nowak
School Principal.Elliot Kramsky
Youth Ministry; EDGE Coordinator. Brian Magliocco
Grades K-5 Religious Education.Carrie Scruggs
Liturgical MusicianJan Sleyster
Parish SecretaryJulia Angelos
Parish CustodianThomas Bruneau
Bulletin Editor.Lori Bogacz

Other

Visitation

The pastor and Ministers to the Homebound make regular visits and bring Communion to parishioners who are unable to come to church because of illness or age. Arrangements can be made by calling the Parish Office and/or following the telephone prompts to the Ministry of the Homebound. Persons interested in this ministry attend an orientation training session that concludes with a blessing. A session is held annually. A pyx for communion and a booklet with short prayer services for use during these visits are supplied by the parish to Ministers to the Homebound.

Parish Cluster

A Parish Cluster consists of several area parishes who collaborate in providing spiritual and sometimes social services for their parishioners. St. Therese belongs to a Parish Cluster with St. Anne, St. Mark, and St. Mary Parishes of Kenosha. The Parish Bulletin provides information on Cluster events.

Crying Room

A small Crying Room is available for parents with vocal or energetic children who might be a disturbance to other worshipers. Located at the rear of the church, access to the room is made from either side of the main stairway just before the double doors.

Rest Rooms

Restrooms are located in the vestibule of the church to the right (women) and left (men) of the outer doors.

MASS SCHEDULES AND DEVOTIONS



Mass Schedules

Weekend Masses

Saturday Evening	4:00 PM
Sunday Morning	8:30 and 10:30 AM

Weekday Masses

Monday, Tuesday, Friday	8:00 AM
Thursday	5:00 PM
(6:00 PM during Lent)	
No 8:00 AM Mass on Wednesday or Saturday	

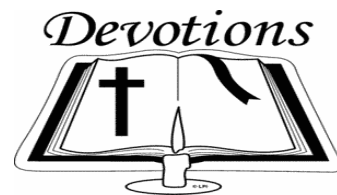
Holy Day Masses Please consult the Parish Bulletin

Sacrament of Reconciliation

Saturday from 3:00 to 3:30 PM
Cluster-wide penance services are held during Advent and Lent.
Consult our Parish Bulletin or website for information.

Devotions

First Friday Adoration is held on the first Friday of each month beginning after the 8:00 AM Mass and concludes with Benediction at 8:30 PM Friday evening. This devotion has an unbroken tradition at St. Therese since the founding of our parish in the 1950's.



Group Rosary is prayed every Sunday at 8:10 AM in the Church immediately before the 8:30 AM Mass.

Mother of Perpetual Help devotions are held each Thursday following the 5:00 Mass except during Lent.

Stations of the Cross devotions are held each Thursday during Lent following the 6:00 PM Mass.

LIFE-LONG FAITH FORMATION

Religious Education

Elementary Grades K-5

Children in Kindergarten through Grade 5 meet on Wednesday evenings from 6:30 to 7:30 PM in the Mount Carmel/St. Therese School building. More information can be obtained by contacting Carrie Scruggs.

Middle School Grades 6-8: EDGE Program

Children in Grades 6 through 8 meet twice a month on Wednesday evenings from 6:30 to 8:00 PM in the Mount Carmel/St. Therese School Hall. More information can be obtained by contacting Brian Magliocco.

Rite of Christian Initiation for Adults (RCIA for Adults)

Adults desiring Baptism or joining the Catholic Church should contact Father Mike directly by calling the Parish Office.

Rite of Christian Initiation for Children (RCIA for Children)

Children seven years of age and older who have not been baptized are instructed in the basics of the Faith. Arrangements vary depending upon age and previous instructions with private tutoring available. CONTACT: Father Mike at the Parish Office.

Sponsors

Practicing adult Catholics, willing to sponsor an individual entering the Catholic Faith, are urged to contact the Parish Office or Religious Education Office.

Catechists

Practicing adult Catholics, willing to teach religious education classes to children and young persons of our parish, are urged to contact the Parish Office or Religious Education Office.

Crossroads Life Teen

A combined youth ministry program of St. Therese and St. Mary Parishes, Crossroads Life Teen has as its primary focus to lead teens closer to Christ by providing resources and training that encourages vibrant Eucharist celebrations and opportunities for spiritual growth. Teens in 8th to 12th grades from all parishes meet most 2nd and 4th Sunday evenings from 6:00 to 9:00 PM at St. Mary's Parish from the last Sunday of August to the last Sunday of April.

- Life Teen Youth Mass is celebrated at 6:00 PM in St. Mary's Church.
- Teen Talk Tuesday meet every Tuesday from 7:00 to 8:00 PM in the youth/Scout Room of St. Mary's Church for teens who want to go deeper into their faith.

Numerous opportunities for other social and service events include a summer work camp mission trip summer Steubenville Youth Conference, and retreat opportunities



SACRAMENTAL PREPARATION

Infant Baptism

Preparation classes are required at St. Therese for parents baptizing their first baby/child in the Catholic Church. Parents are asked to call the Parish Office at least two months before the anticipated birth date to register for one of these one-session classes taught by our pastor and the Director of Religious Education. After having attended a session for their first child, arrangements for baptism of additional children are made by calling the pastor. The Sacrament of Baptism is celebrated on the first Sunday of each month at 11:45 AM and the third Sunday at the 10:30 AM Mass.

Holy Eucharist and Reconciliation

Preparation for the reception of both sacraments for the first time usually begins when the child is in Grade 2. Reception of these sacraments follows a year of required attendance in classes in the School or our Religious Education Program. Orientation sessions are required for all families. At that time parents receive materials that include the Family Guide Book which matches the child's text, a schedule of lessons, and the booklet, Family Time activities. Parents are required to complete a Family Time page for each chapter. Before receiving First Holy Communion, each child creates a banner used to mark his/her family pew for the special Mass.

Reconciliation is usually celebrated for the first time on a Saturday morning in January at 10:00 AM. The First Eucharist Mass is celebrated on the first Sunday in May at 1:00 PM.

Confirmation (Teen)

Sacramental preparation for Confirmation begins in the 11th grade year with classes usually taking place on the first and third Sunday's of the month from 7:00 to 8:30 PM in the Parish Hall.

CONTACT: Director of Youth Ministry

Confirmation (Adult)

Catholic adults, who have not received the Sacrament of Confirmation, participate with other adults from our cluster parishes on nine Tuesday evenings from October through November at a hosting parish in preparation for reception of the Sacrament at the Cathedral of St. John the Evangelist on Pentecost. The program includes an in-depth study of the Sacrament of Confirmation, the Gifts of the Holy Spirit, a review of basic Catholic doctrine, and an introduction to the Scriptures at an adult level. Instruction for Confirmation of adults also takes place during January and February at St. Mary's Parish. CONTACT: Parish Office

Matrimony

Couples wishing to be married must arrange to receive the sacrament at least six months in advance by contacting our Pastor. To comply with the Common Policy for Marriage Preparation required by all Wisconsin Dioceses, preparation must include:

- A pre-marital inventory (FOCCUS) filled out by the couple and reviewed with them.
- Attendance at a large group enrichment retreat day/program conducted by the Archdiocese.
- Liturgical and canonical preparation for the wedding itself.

Anointing of the Sick

What was once called Extreme Unction is now the Anointing of the Sick. This sacrament is not administered just to a person who is dying, but to anyone in need of God's blessing and healing powers. Upon request, Anointing can be given to persons prior to hospital admission for tests or surgical procedures. Arrangements can be made by calling the Parish Office or contacting our Pastor directly. Also, see Social Justice Ministry to the Homebound regarding visitation and bringing Communion to anyone who is homebound due to illness or age.

Holy Viaticum can be brought to a person who is dying as long as the person is conscious and capable of understanding what is happening.

PARISH COUNCIL

The St. Therese Parish Council is “a vehicle for fulfilling the pastoral mission of the parish by nourishing growth among the parish family, by the sharing of spiritual gifts and talents, and by encouraging quality relationships among all members of the parish, (priests, religious and laity) and between the parish and the community.” (Archdiocese of Milwaukee PARISH COUNCIL MANUAL)

Our Council formulates parish policy, fosters good communication, provides leadership by clarifying parish vision, establishes goals, and witnesses the Gospel Message in the larger community and the world.

The St. Therese Parish Council is comprised of thirteen members, who must be:

- Baptized
- Practicing Catholics who are at least 18 years old
- Registered members of the parish
- Participants in the worship life, especially Mass and the Sacraments

All members of the Council are voting members. The term of office is three years and is limited to two consecutive terms. The pastor and two lay trustees are *ex officio* members of the Council and participate fully and equally in all Council decisions.

Officers and Trustees for the 2007-2008 year are:

Chairperson Paul Gillespie	Term Expires June, 2011
Vice Chairperson . . . Charles Cajka	Term Expires June, 2012
Secretary. James Lauzon	Term Expires June, 2010
Trustee Treasurer Linda Kosecki	
Trustee Secretary Mark Van Guyse	
<i>EX OFFICIO</i> OFFICERFr. Michael E. Nowak	

LIAISONS

Administrative Services/Finance	Charles Cajka	Term Expires June, 2012
Building and Grounds	Alan Zahn	June, 2012
Communications	Anne Tabbert	June, 2012
Faith Formation	Jerome Pudelek	June, 2011
Parish School	Rob Jenewein	June, 2010
Prayer and Worship	Louise Meyer	June, 2011
Social Justice Ministry	Patri cia Laken	June, 2010
Stewardship	Tricia Roach	June, 2010
 Recording Secretary	 Lori Bogacz	 Appointed

Parish Council Standing Committees

The word “committee” comes from the French word, comite, meaning “to entrust.” Although the Parish Council sets direction, develops, and approves an overall plan for the parish, the actual work of carrying out those plans is entrusted to the committees and staff. Committees study, pray, and act to fulfill the parish mission. Parishioners are invited to become involved in the continuing formation of our parish community by joining one or more of the committees listed below. Please contact the appropriate liaison for additional information or call the Parish Office.

PRAYER AND WORSHIP

This committee works with the pastor to plan our seasonal and Sunday liturgies, devotions and spiritual activities. Committee members decorate the Church and vestibule, perform in the choir or as a cantor, recruit and train liturgical ministers (Eucharistic ministers, Lectors, Servers, Ushers), and work together to make our spiritual lives more meaningful.

Music ministry consists of parishioners leading the congregation in vocal or instrumental musical prayer during all forms of worship at daily and weekend Masses, holy days, funerals, weddings and prayer services. Musicians meet weekly on Wednesdays at 7:00 PM in the Church.

LIFE LONG FAITH FORMATION

This committee promotes personal conversion and growth in our faith by helping individuals and groups prepare for the reception of the sacraments, to grow in their faith through learning, and provide for their spiritual needs regardless of age or need. Sub-committees help with Infant Baptism, Religious Education for Grades K-5 and 6-8 children, RCIA for children and adults, Confirmation for Adults, and Family/Adult Formation.

SCHOOL BOARD

The School Board consists of parishioners from Our Lady of Mount Carmel and St. Therese of Lisieux Parishes who meet with the principal to recommend policy, prepare changes, and inform both Parish Councils about the operation of the school.

SOCIAL JUSTICE MINISTRY

This committee is a ministry that provides opportunities for parishioners to put their faith into action with service to others, especially the poor, needy, and homebound. It empowers the faithful who thirst for social justice to integrate their faith with social action and service. This ministry is composed of four arms:

- St. Vincent de Paul Ministers visit anyone requesting financial assistance, in order to develop a personal relationship and a better understanding of the individual's needs. Assistance may be provided in a number of ways: emergency food basket, St. Vincent de Paul Store voucher, monetary assistance (rent, utilities, medical bills, transportation, etc.), or referral to other community resources.
- Time of Need Ministers address temporary needs of parishioners either through referral or self-request. Confidentiality is strictly maintained. They provide on-going support with meals, cards to those who are ill or bereaved, phone calls to parishioners confronted by unexpected illness, injury, unemployment, prolonged hospitalization, childbirth or other life-changing events. Specially made prayer blankets are provided upon request.
- Homebound Ministers bring Holy Communion to persons unable to attend Mass due to age or illness; provide transportation to Mass on weekend or daily, if desired; and offer companion visits to check-in or spend time with them at their home.
- Community Outreach Ministers work with local Kenosha organizations that are involved in various social justice and human concerns issues. They organize monthly donation drives for the parish to support, facilitate the Christmas Giving Tree, and support a jail ministry.

CONTACT: Call the Rectory Office and follow the voice mail prompts to the ministry of your choice.

ADMINISTRATIVE SERVICES

- Finance Committee is responsible and accountable for the financial management of the parish. It analyzes the annual, monthly, and weekly income and expenses of the entire parish; ensures that all expenses are paid on time; and that money designated for special purposes is spent as intended; and plans for the future. It looks at the financial implications of the choices available to the parish and makes recommendations to the Parish Council. All required financial documents are prepared and submitted on time. Committee members look at contracts with various vendors and plans and raises funds for specific areas including building improvements.
- Building and Grounds Committee is responsible and accountable for the maintenance of buildings, grounds and fixtures in order to keep our facilities in a clean, good condition. They make recommendations to the past or and Parish Council to establish maintenance priorities. Members usually have some knowledge, experience, or interest in the various technical or mechanical fields needed.
- Communications Committee is responsible for the publication of our Parish Bulletin, the parish website, announcements, letters, and make personal contacts with new parishioners. Members take pictures, prepare bulletin boards, stuff bulletins, or perform other tasks involved in maintaining good communications with and between the Parish Office and parishioners.
- Stewardship Committee are persons willing to identify ways for parishioners to share their time, talent and financial resources and to find way to recruit, recognize and thank volunteers in all parish ministries.

PARISH ORGANIZATIONS

Holy Name Society

Catholic men who promote the Holy Name of Jesus in spiritual and social events are involved in the work of the Parish. They frequently serve as ushers and volunteer for fundraising events such as the Summer Parish Festival and Holiday Bazaar Sunday Breakfast.

GOSPA

Catholic women meet on Wednesday mornings in the Parish Office basement to craft items for sale at the Summer Parish Festival and the Holiday Bazaar.

Home and School Association

This volunteer organization of parents and school promotes communication between both groups, coordinates services for the school, organizes and runs fundraisers, offers informational programs and services to parents, and promotes Catholic Education.

CONTACT: School Office for further information

Scouting Program

- **Boy Scout Troop #520**
Boy Scouts is an organization open to any boy from ages 11 to 17 who love the outdoors and like to be challenged physically and mentally. The troop runs the Gateway District's Catholic Religious emblems program where a scout may learn more about his faith through participation in the *Ad Altare Dei* or *Pope Pius XII* Religious Emblems Awards classes.
- **Cub Scout Troop #520**
Cub Scouting is available to any boy from ages 7 to 11 in preparation for admission into Boy Scout Troop #520.

CONTACT: Scoutmaster Alan Zahn at azahn1@wi.rr.com or the parish website

FUNDRAISING EVENTS

These social and fundraising events help to support our parish financially and also provide opportunities for parishioners to become actively involved in the work of our faith community. Volunteers are always welcome regardless of how little or how much time you have available to give to the event. Watch for information in the Parish Bulletin, on our website, or call the Parish Office.

Summer Festival

The annual festival is held the third weekend in July on the church festival grounds. Games for young and old, bingo, raffles, hay rides, craft and bakery booths, music and a food court highlight three days of fun, fellowship, and the biggest and most successful fundraiser of the year.

Lenten Fish Fry

“Food and Fellowship: A Lenten Tradition” at St. Therese serves up baked and fried fish, fries and steamed red potatoes, rice, cole slaw, dessert, and beverage for an exceedingly low price. Special children’s menu is available. Dinners are served every Friday during Lent (except Good Friday) from 4:00 to 7:30 PM in the Parish Hall.

Holiday Bazaar

This fall event offers shoppers an early opportunity to stock up on homemade crafts, foods, and decorations before the Christmas shopping rush. Both shoppers and crafters enjoy a happy opening to the Christmas season with this early November event.

OUR LADY OF MOUNT CARMEL AND ST. THERESE OF LISIEUX ELEMENTARY SCHOOL

Mission Statement

The community of Mount Carmel and St. Therese Parish is committed to quality Catholic elementary education. The teachers, staff, and parents work as a team to provide a safe, structured and Christian learning environment permeated with worship and prayer. Mt. Carmel /St. Therese School strives to incorporate traditional teaching and values of the Catholic Church with modern, comprehensive curriculum into the education of each student by utilizing the experiences of the past and expectations for the future. This fosters a multifaceted education that enriches each student. The goal is to help develop each child into an independent, thinking individual who respects self, others and God and lives their faith by serving others.

Information concerning curriculum and other program and service offerings and tuition and fees can be obtained by contacting the school office during regular school hours.

LITTLE FLOWER PRE-SCHOOL

St. Therese Little Flower Pre-School offers a Catholic pre-school program of activities that nurture the spiritual, social, emotional, intellectual, and physical development of three and four year old children. This well-rounded program provides children with opportunities to experiment, explore, create and discover. Instruction in music, physical education and computer is provided by the St. Therese School staff.

Teachers are certified and licensed by the State of Wisconsin. The curriculum is designed to meet the individual needs of all students. Registration begins in January for the next school year with priority in registration given to existing school and pre-school families and parish members. Before and after care is available.

Little Flower Pre-School is a coop program. Parents are encouraged to spend one session each month in their child's classroom. Tuition discounts are given to parents who spend more than one day in the classroom.

CONTACT: Information about the Pre-School can be obtained by calling the Parish Office.

Before and After Care

Before and after school care services are available to students attending Mount Carmel /St. Therese Elementary School. Contact the School Office regarding hours and fees.

ST. JOSEPH INTERPARISH JUNIOR HIGH SCHOOL

Opened in 1988, St. Joseph Interparish Junior High School is a coed two-year, Catholic junior high school educating seventh and eighth grade students. Originally created for students from the founding parishes of St. Anne, St. Mark, Our Lady of Mount Carmel, and St. Therese, the school also accepts students from the southeastern Wisconsin area and Northern Lake County in Illinois. Its program covers the traditional junior high school curriculum and is housed in a wing to the St. Joseph High School. St. Joseph Interparish Junior High School has its own administrative and teaching staffs and is governed by a collaborative board appointed from its founding parishes.

SCHOOL OFFICE: 2401-69TH Street
Kenosh a, WI 53143

Phone: 262-654-8651

Fax: 262-654-1615

E-mail:

www.kenoshastjoseph.com

ST. JOSEPH HIGH SCHOOL

A senior high school educating students from grades 9 through 12, St. Joseph High School is a Milwaukee Archdiocesan high school sponsored by the parishes of Kenosha and Pleasant Prairie. It accepts students from southeastern Wisconsin and Northern Lake County Illinois.

HOW CAN I SERVE?

St. Therese Parish offers many opportunities for its members to become involved and serve as faithful stewards of our faith community. By referencing the contact persons noted in this Handbook, calling the Parish or School Office, or by contacting the Parish Council Liaisons, you can obtain more information about the area of stewardship that interests you.



Prayer to St. Therese of Lisieux

*O Little Therese of the Child Jesus,
Please pick for me a rose from the heavenly gardens and
Send it to me as a message of love.
O Little Flower of Jesus,
Ask God today to grant the favors
I now place with confidence in your hands
(Mention your needs)
St. Therese, help me to always believe as you did,
In God's great love for me,
So that I might imitate your "Little Way" each day.
Amen*

Hymn to St. Therese of Lisieux

Verse 1

*Saint Theresa, Little Flower of Heaven
Ever faithful sweet maid of Lisieux
While on earth you were still close to heaven
In the realm of the great chosen few*

Refrain

*Shower down many roses upon us
Help us follow your little way too
Saint Theresa, Little Flower of Heaven
We bring our devotion to you*

Verse 2

*Saint Theresa, as you smile down from heaven
Little patron, we look up to you;
Pray that some day we too may reach heaven
When at last this life's journey is through.*

Privacy Laws: Please notify the Parish Office if you or a member of your family is in the hospital, nursing home, or in hospice. With new privacy laws, medical institutions will not call unless you ask them to notify the Parish. If you or a family member would like a home visit, please call the Parish Office or Homebound Ministry.

Right to Change

St. Therese Parish reserves the right to change information in this HANDBOOK without notice. Every effort will be made, however, to notify parishioners of changes through the Parish Bulletin and pulpit announcements. Any correction or change should be submitted to the Parish Office in writing or e-mail to the Communication Committee chairperson at bogaczl@tds.net

