



Memorandum

August 5, 2009

To: Parish Coordinators, Directors and Ministers of Religious Education

From: Rev. Paul deLadurantaye, Diocesan Secretary for Religious Education
Office of Catechetics

Re: **2009-2010 Catechetical Program Year**

The Office of Catechetics welcomes all new parish DREs and staff. To assist you in planning and networking, please find enclosed the following:

1. **Calender of Events** for 2009-2010
2. **Catholic Education Center On-line Course** flyer/registration forms
3. **Email & DRE Information Request Form**- this will be the last request for changes for the year
4. **DRE Orientation flyer & registration form**

Please note that Catechetical Sunday is on **September 20** this year. The theme is *Catechesis and the Proclamation of the Word*. All parishes are encouraged to honor their volunteer catechists in a special way on this day. Catechetical Sunday kits and award items are available from the NCCL. **The website address is www.nccl.org.**

I also call your attention to the annual Diocesan Catechetical Conference on November 14, 2009, for parish volunteers, catechists and staff. **The conference will be held again at the Sheraton in Reston. Each attendee from each parish will be charged \$40.00. We ask that you refrain from sending in money at the time of registration, as each parish will be billed from our accounting office.** Registration materials will be sent out when all speakers and workshops are confirmed. In the meantime, please encourage your catechists to plan to attend on November 14. This is an excellent opportunity to learn basic classroom methodology and receive professional updates in scripture, theology and spirituality. Participants can earn up to 5 clock hours towards catechist certification by attending the entire day. **More information on the conference will follow in September.**

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Parish catechists may also earn hours towards certification by attending workshops and adult enrichment days sponsored by the various parishes throughout the program year, as well as the on-line seminars periodically sponsored by the Office of Catechetics in conjunction with the Catholic Distance University. Parish directors can assist their catechists in this endeavor by providing them with **Catechist Certification Applications** (available through the diocesan Catechetics office) and helping them to record workshops and events attended that qualify. **There is also an electronic copy on the Diocesan website under Education/Catechist Formation/Catechist Certification Guidelines.**

I would also like to draw your attention to the **Catholic Education Center** flyers that are included with this emailing.

List of Diocesan Parish Directors of Religious Education—You can view the current DRE & CRE directory on the Diocesan webpage at www.arlingtondiocese.org, under **Education/Religious Education/DRE Directory**. This directory is the most current directory that we have which is listed alphabetically by parish (*please notify me of any errors/changes*); *also include updated e-mail addresses*. Also, when notifying of any changes, please call the Office of Catechetics with that information.

When notifying the Chancery with this information, please call Catechetics as well. If you have already submitted changes, please disregard e-mail request form. Please be advised if we receive notification that your email address is no longer working more than twice, it will be deleted from the DRE address book and you will no longer receive emails from this office.

Please instruct your catechists, who are calling about Virtus training or any other information, to call the Child Protection office directly at 703-841-3808. The Office of Catechetics does not handle the training, nor do we keep records on individual catechists. We also receive a number of calls regarding the Confirmation Schedule for 7th and 8th grade Confirmations. These Confirmations are handled by the Bishop's office. They usually post either the fall or spring schedule on the Diocesan website under About Us/ Bishop Loverde/ Confirmation Schedule (which is located at the bottom of the webpage to the right hand side).

Parish directors and coordinators are also encouraged to participate in the **Catechetical Leaders of the Diocese of Arlington (CLDA)**. This is an important means of networking, education, spiritual growth and an opportunity to share your gifts, insights and vision for the catechetical ministry in the Diocese of Arlington.

Also, for those of you who would like a copy of the Liturgical Calendar for 2010, you will need to access the USCCB website to obtain one. The website address for the USCCB is: www.usccb.org/liturgy/current/litcalendar10.shtml. All orders must be accompanied by a check made out to "Committee on the Liturgy" in the amount of \$10.00 per copy, covering printing, postage and handling. An electronic file (email attachment or diskette) of the calendar is available in Microsoft Word format for \$10.00.

I especially encourage those of you who are new to catechetical leadership positions to feel free to call Karen Buentello, my administrative assistant in the Office of Catechetics or me at any time with any questions or concerns you may have. We are here to support and assist you in any way we can. Also, please share this memo with others in your office who help with religious education.

All God's blessings as you begin this new program year.