

ANNUAL PARISH CATECHETICAL REPORT
RELIGIOUS EDUCATION & YOUTH MINISTRY
 Academic Year of 2020-2021



Please return to Regional Director by: **March 5, 2021**
 Parish Name _____
 City _____

INSTRUCTIONS: Please report information for the time period of June 1, 2020 – May 31, 2021

Name of Person completing this Report: _____ Title(s): _____ Phone: _____

PARISH INFORMATION: Name _____ Address _____ City _____ Zip _____
 Phone _____ Fax _____ E-mail _____ Pastor/Admin. _____

ADMINISTRATORS (used for comparison statistics-please complete as much as possible for each leader.)

A. Main person in charge of RE other than your pastor. Name _____ Title(s) _____ Phone _____
 E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer
 Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation
☐ Other _____ What is/are your Degree(s)? _____

B. Main person in charge of ELEMENTARY RE. Name _____ Title(s) _____ Phone _____
 E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer
 Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation
☐ Other _____ What is/are your Degree(s)? _____

C. Main person in charge of Language other than English (LOE) ☐ Spanish ☐ Polish ☐ Other : _____
 Name _____ Title(s) _____ Phone _____
 E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer
 Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation
☐ Other _____ What is/are your Degree(s)? _____

D. Main person in charge of MIDDLE SCHOOL RE.
 Name _____ Title(s) _____ Phone _____
 E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer
 Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation
☐ Other _____ What is/are your Degree(s)? _____

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E. Main person in charge of HIGH SCHOOL RE.

Name _____ Title(s) _____ Phone _____

E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer

Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation

☐ Other _____ What is/are your Degree(s)? _____

F. Main person in charge of YOUTH MINISTRY.

Name _____ Title(s) _____ Phone _____

E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer

Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation

☐ Other _____ What is/are your Degree(s)? _____

G. Main person in charge of ADULT FAITH FORMATION.

Name _____ Title(s) _____ Phone _____

E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer

Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation

☐ Other _____ What is/are your Degree(s)? _____

H. Main person in charge of RCIA

Name _____ Title(s) _____ Phone _____

E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer

Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation

☐ Other _____ What is/are your Degree(s)? _____

I. Name of person (other than the people listed above in D through H) delegated with any administrative responsibilities due to a language other than English, please list:

Name _____ Title(s) _____ Phone _____

E-mail _____ ☐ Full Time ☐ Part Time ☐ Paid ☐ Volunteer

Approx. hrs./wk. _____ EDUCATION: ☐ MA/PhD ☐ BA/BS ☐ Diocesan CL Certification ☐ Ministry Formation

☐ Language _____ What is/are your Degree(s)? _____

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CATECHIST CERTIFICATION

INSTRUCTIONS: This section concerns the level of Certification of your Catechists. Older Certified Catechists that have different categories than we use now (such as Master Catechist) should be placed in Level II, which is now our highest level. Include all Catechists, Substitute Catechists and Youth Ministry volunteers from grades Pre, K & 1-12. Include aides with periodic catechetical teaching responsibilities or who are involved in the Catechist Certification Program. **Please make sure to ONLY count your catechists ONCE, according to where they are in their certification process.**

	English	Spanish	Other Language
A. Catechists with NO certification.	# in RE		
B. Catechists actively working on completing Pre-Requisites.	# in RE		
C. Catechists with only Pre-Requisite classes finished.	# in RE		
D. Catechists actively working on Level 1 certification	# in RE		
E. Catechists with Level 1 certification completed	# in RE		
F. Catechists actively working on Level 2 certification	# in RE		
G. Catechists with Level 2 certification completed	# in RE		
H. TOTAL #	# in RE		
Add A+B+C+D+E+F+G			

I. How many of the total (H) are:

New this year?

# in RE			
# in RE			
# in RE			
# in RE			

In Ministry Formation?

Teens that are catechists?

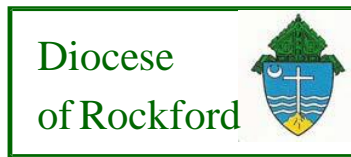
Teens that are aides?

G. Are Catechists offered incentives such as free tuition, gifts or stipends?

☐ YES ☐ NO

If YES, please specify: _____

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CATECHETICAL PROGRAMS FOR CHILDREN AND YOUTH (Pre-school through High School)

INSTRUCTIONS: This section includes both parish Religious Education and Catholic School students. Check YES or NO, or fill in the blank.

A. Do you have a Summer Program? ☐ YES ☐ NO

If yes, please select the program type(s)

Vacation Bible School ☐

Totus Tuus ☐

Other ☐

If yes, enter # of students _____

Number of teen volunteers _____

B. How many students from your Religious Education Program & Catholic School are involved in the following

RE – English RE - LOE School Total

TRADITIONAL AGE

Eucharist Preparation _____

Confirmation Preparation _____

At what age are students confirmed? _____

NON-TRADITIONAL AGE

Eucharist Preparation _____

Confirmation Preparation _____

RCIA for Children (ages 9 – 18) _____

Other programs, please specify: _____

TUITION

INSTRUCTIONS: Enter the amount of Sacramental fees and separate book fees you are charging per students or family.

Do you have an annual tuition? ☐ YES ☐ NO

Sacramental Fees

First Communion _____

Confirmation _____

FAMILY

BOOK FEE

_____ 1 Child _____

_____ 2 Children _____

_____ 3 or More _____

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PROGRAMS FOCUSED ON SPECIFIC POPULATIONS (you will need to transfer the numbers on B, C & D page 9, group 3)

INSTRUCTIONS: In the following, please count students in your Parish Religious Education classes only. Do not count Catholic School classes

- A. Total number (Pre through 12) who are physically or developmentally challenged. _____
- B. How many students are in a Home School Program? _____
- C. How many students are in a program just for Physically or Developmentally Challenged students? _____
- D. If you have some Other Special Program, please specify program and number of students. _____

ADULT FAITH FORMATION

INSTRUCTIONS: In this section, we are looking at the programs offered for Adults in Faith Formation classes. Since you already put RCIA students ages 9-18 on a previous page, do not count them here. Put the total number of participants beside each program.

Type of Program	Total # Attending	Total # Adult Catechists		Type of Program	English Total Parents & Sponsors Attending	L.O.E. Total Parents & Sponsors Attending	Total # Adult Catechists
Scripture Study				Parent Sessions - Penance			
Apologetics (Catholic Teaching)				Parent Sessions - Eucharist			
Adult Confirmation				Parent Sessions - Confirmation			
RCIA (19+)							
Other (Specify)				Other (e.g. Retreats)			

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YOUTH MINISTRY PROGRAM

INSTRUCTIONS: This section is for the number of youth in youth ministry. Youth ministry can have any type of youth attend (Catholic school, Religious Education, Confirmation, RCIA). The grid below is there to help you determine the number of youth attending your programs. **DO NOT** put a range of numbers (15-20); instead put an average or approximate number. *

TYPE OF PROGRAM	Average # of Students		Frequency per Year		TYPE OF PROGRAM	Average # of Students		Frequency per Year	
	Middle School	High School	Middle School	High School		Middle School	High School	Middle School	High School
Social/Pre Evangelization					Service/Justice				
Catechesis/Evangelization					Prayer/Worship				
Leadership/Development					Youth Summit				
					Other (e.g. Retreats)				

NOTE: We are looking for two different totals of youth ministry.

The **FIRST** total is the **TOTAL** number of youth attending youth ministry functions ---- **INCLUDE** students that attend from Catholic schools, Parish Religious Education, Confirmation and RCIA classes.

❖ Total Number of Youth in Youth Ministry:
 (These numbers are for the Diocesan Directory and the Development Office.)

Middle School _____ High School _____

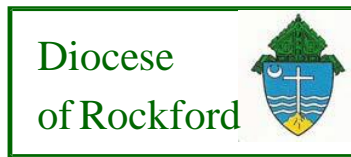
The **SECOND** total is the **TOTAL** number of youth in youth ministry **ONLY**---- **EXCLUDE** students who attend from Parish Religious Education classes and students in Confirmation or RCIA classes, but **INCLUDE** students who also attend Catholic Schools.

❖ Total Number of Youth involved in Youth Ministry **ONLY**.
 (These numbers are used for United in Faith assessment.)

Middle School _____ High School _____

(use only these two numbers on pg. 9, group 4)

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RELIGIOUS EDUCATION PROGRAMS – ENGLISH – Data for English Lang. Program (trfr exact same numbers from # of students to pg. 9, grp 1)

INSTRUCTIONS: Fill in the number of Students, Catechists/Aides, Sessions, and Length of Sessions for each grade level. List the Publisher, Series Title & Publication Date for each grade level. If you have combined classes, indicate the number of students per grade level in these combined classes. **These numbers represent a traditional classroom structure, family focused program, or any combination of the above.**

Grade	# of Students	# of Catechists	# of Sessions	Length of Sessions	Publisher and Series Title	Publication Date
FR	If different from your standard curriculum, list the publishers for sacrament materials.					
FC						
Conf.						
Pre-K						
K						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
Totals						

Number of Family Events Held: _____

Check the box that best represents your program: ☐ Traditional RE ☐ Family Faith ☐ Combination

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RELIGIOUS EDUCATION PROGRAMS – LOE – Data for Language Other Than English Program (trfr exact same numbers from # of students to pg. 9, group 2)

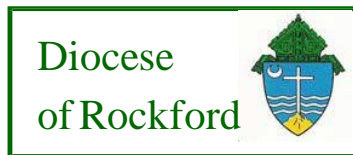
INSTRUCTIONS: Fill in the number of Students, Catechists/Aides, Sessions, and Length of Sessions for each grade level. List the Publisher, Series Title & the Publication date for each grade level. If you have combined classes, indicate the number of students per grade level in these combined classes. **These numbers represent a traditional classroom structure, family focused program, or any combination of the above.**

Grade	# of Students	# of Catechists	# of Sessions	Length of Sessions	Publisher and Series Title	Publication Date
FR	If different from your standard curriculum, list the publishers for sacrament materials.					
FC						
Conf.						
Pre-K						
K						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
Totals						

Number of Family Events Held: _____

Check the box that best represents your program: ☐ Traditional RE ☐ Family Faith ☐ Combination

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GRADE LEVEL	Group 1	Group 2		Group 3		Group 4	
	English Language From pg. 7	Language Other Than English From pg. 8		Specific Population From pg. 5		Youth Ministry 2 nd Total From pg. 6	
PRE				B		2 nd Total Middle School	
K				C			
1				D		2 nd Total High School	
2							
3				This number should equal the total of B, C & D from pg. 5 <input type="checkbox"/>		This number should equal the total of 2 nd Total on page 6 <input type="checkbox"/>	
4							
5							
6							
7							
8							
9							
10							
11							
12							
TOTALS							

FINAL SUMMARY

 Total # of Students Participating in All Religious Education/Youth Ministry Programs. (Total of groups 1, 2, 3, and 4)

FINAL SUMMARY TOTAL

Signature: _____
 (Pastor or Parochial Administrator)

Date _____

Please Return the Completed Form to your
 REGIONAL DIRECTOR OF RELIGIOUS
 EDUCATION BY **March 5, 2021.**

Thank you for your cooperation!

Received by: _____
 (RDRE)

Date: _____



ANNUAL PARISH REPORT – COVID 19 ADDENDUM

This year has provided challenges and offered possibilities for our religious education and faith formation programs. The pastoral response and creative adjustments to our programs provided many new structures for catechizing our families while keeping our catechists and parishes safe.

Consequently, we have seen a new program environment emerge that we would like to continue to learn from and grow in years to come. This addendum is for parishes to describe the way they have had to adapt their Religious Education and Faith Formation Programs throughout the year.

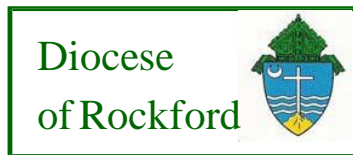
Please check the box for those responses that best describe the changes you have made in your program to accommodate the limitations placed on us by the pandemic:

On-campus (parish/school) or Remote Sessions

1. Did you offer mostly in-person sessions at your parish or school? ☐ Yes ☐ No
2. Did you offer mostly remote sessions at your parish or school? ☐ Yes ☐ No
 - 2a. Were your remote sessions VIRTUAL (predominantly online)? ☐ Yes ☐ No
 - i. If YES, were your virtual sessions live? ☐ Yes ☐ No
 - a. If YES, which platforms were used? (check all that apply)
 - i. ☐ Zoom
 - ii. ☐ Google
 - iii. ☐ Microsoft Teams
 - iv. ☐ Other

Please identify: _____

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ii. Were your virtual sessions pre-recorded? ☐ Yes ☐ No

a. If YES, who created them?

i. ☐ Self-created (priest, CL, catechist, etc)

ii. ☐ Publisher-produced (Augustine Institute, Fr. Mike Schmitz, Ascension Press, etc.)

iii. ☐ Other

Please identify: _____

2b. Were your remote sessions NON-VIRTUAL (predominantly offline)? ☐ Yes ☐ No

i. If YES, what resources were used?

b. ☐ Textbooks

c. ☐ Other Materials

Please identify: _____

3. Did you offer a hybrid program that utilized both in-person and remote sessions? ☐ Yes ☐ No

3a. If YES, were your remote sessions virtual (predominantly online)? ☐ Yes ☐ No

i. Were your virtual sessions live? ☐ Yes ☐ No

a. If YES, which platform was used?

i. ☐ Zoom

ii. ☐ Google Meets

iii. ☐ Microsoft Teams

iv. ☐ Other

Please identify: _____

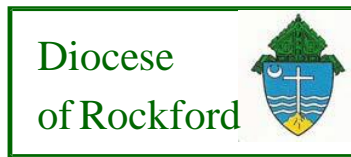
ii. Were your virtual sessions pre-recorded? ☐ Yes ☐ No

a. If YES, who created them?

i. ☐ Self-created (priest, CL, catechist, etc.)

ii. ☐ Publisher-produced (Augustine Institute, Fr. Mike Schmitz, Ascension Press, etc.)

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b. If YES, what platform was used?

- i. ☐ YouTube
- ii. ☐ Formed
- iii. ☐ Facebook
- iv. ☐ Other

Please identify: _____

3b. Were your remote sessions non-virtual? ☐ Yes ☐ No

i. If YES, what resources were used?

- a. ☐ Textbook
- b. ☐ Other materials

Please identify: _____

Participant Learning Assessment

1. Did you provide opportunities to assess how participants were learning the material? ☐ Yes ☐ No

a. If yes, what assessment tool was used? (Mark all that apply)

- i. ☐ Activity Sheets
- ii. ☐ Quizzes
- iii. ☐ Video assignment (i.e. Flipgrid)

- iv. ☐ Projects
- v. ☐ Family Day at Church
- vi. ☐ Publisher online tracking
- vii. ☐ Other

Please identify: _____



Parish Name _____

City _____

Parent Involvement in Sessions

2. Were parents involved in sessions? ☐ Yes ☐ No

a. If YES, were they:

- i. ☐ A catechist
- ii. ☐ A participant
- iii. ☐ Other

Please describe: _____

Sacramental Retreats

1. Did you provide retreats as part of the preparation for the sacraments? ☐ Yes ☐ No

1a. If yes, were they...

- i. ☐ Virtual
- ii. ☐ In-person

2. What format was used? Mark all that apply.

- i. ☐ Speaker
- ii. ☐ Prayer
- iii. ☐ Witness Talks
- iv. ☐ Reflections
- v. ☐ Other

Please Identify: _____

Catechist Involvement

1. How were catechists involved in the religious education program?

- a. ☐ Continued to teach the in-person format
- b. ☐ Met with class in virtual format
- c. ☐ Met with family groups in virtual format
- d. ☐ Coach/mentor families
- e. ☐ Other

Please describe: _____