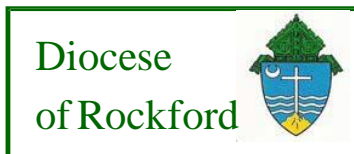**ANNUAL PARISH CATECHETICAL REPORT**

RELIGIOUS EDUCATION & YOUTH MINISTRY

Academic Year of 2020-2021

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>

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 <u>RE</u> 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 <u>ELEMENTARY RE</u>.   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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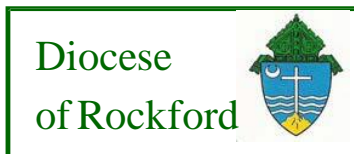
C. Main person in charge of <u>Language other than English (LOE)</u>   ☐ Spanish   ☐ Polish   ☐ Other : _____

    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 <u>MIDDLE SCHOOL RE</u>.

    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)? _____

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City _____

****

E. Main person in charge of <u>HIGH SCHOOL RE</u>.
   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 <u>YOUTH MINISTRY</u>.
   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 <u>ADULT FAITH FORMATION</u>.
   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 <u>RCIA</u>
   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)?_____

****

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

Diocese of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City_____

****

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.

		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 # Add A+B+C+D+E+F+G	# in RE			

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

		English	Spanish	Other Language
New this year?	# in RE			
In Ministry Formation?	# in RE			
Teens that are catechists?	# in RE			
Teens that are aides?	# in RE			

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

☐YES   ☐NO   If YES, please specify: _____

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

**Diocese
of Rockford**
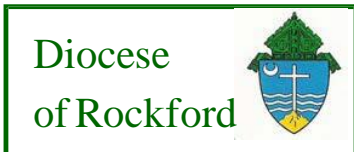
Please return to Regional Director by: <mark>March 5, 2021</mark>

Parish Name _____

City _____

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	_____

Form also available at www.ceorockford.com

4

ANNUAL PARISH CATECHETICAL REPORT

RELIGIOUS EDUCATION & YOUTH MINISTRY

Academic Year of 2020-2021

Diocese of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>

Parish Name _____

City _____

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)			

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

Diocese
of Rockford
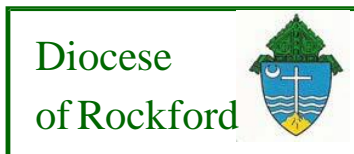
Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City _____

****

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 <u>two</u> 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:　　　　　　　Middle School_____ High School_____
　(These numbers are for the Diocesan Directory and the
　　Development Office.)

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.　　　Middle School_____ High School_____
　(These numbers are used for United in Faith assessment.)　　　　<mark>(use only these two numbers on pg. 9, group 4)</mark>

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ANNUAL PARISH CATECHETICAL REPORT

RELIGIOUS EDUCATION & YOUTH MINISTRY

Academic Year of 2020-2021

Diocese of Rockford
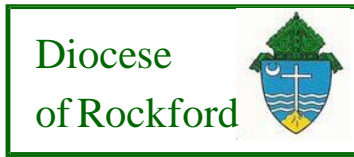
Please return to Regional Director by: <mark>March 5, 2021</mark>

Parish Name _____

City _____

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

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

Form also available at www.ceorockford.com

7

ANNUAL PARISH CATECHETICAL REPORT

RELIGIOUS EDUCATION & YOUTH MINISTRY

Academic Year of 2020-2021

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>

Parish Name _____

City_____

****

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

Form also available at www.ceorockford.com

8

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

Diocese of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City _____

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

9

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 <mark>March 5, 2021.</mark>
Thank you for your cooperation!

Received by: _____
(RDRE)

Date: _____

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City_____

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: _____

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
Parish Name _____
City_____

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.)

Diocese
of Rockford

    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: _____

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

Diocese
of Rockford

Please return to Regional Director by: <mark>March 5, 2021</mark>
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: _____