

IMPORTANT: 2025-2026 Religious Education Registration Checklist

*For your child to be registered for our tuition-free Religious Education program, you must complete the following steps **exactly as indicated by the deadline specified.***

1. ALL Families/Students: Determine Your Participation in the Circle of Grace Safe Environment Program

Families who choose to opt out of the Archdiocesan Circle of Grace Safe Environment curriculum must notify us via email by **Wednesday, November 19, 2025**. This decision does not affect your family's eligibility to participate in the Religious Education program tuition-free.

To opt out, please use the following subject line in your email: "Opting Out of the Circle of Grace Curriculum – [Child's Full Name]." Send your message to John Paul Shimek, Director of Lifelong Faith Formation, at jpshimek@stjohns-grfd.org.

2. Grades 2 and 11 ONLY: Submission of Sacramental Records

For students entering Grade 2 (First Reconciliation & First Holy Communion) or Grade 11 (Confirmation), sacramental records must be submitted by **Wednesday, October 1, 2025**:

- If your child received Baptism and First Holy Communion at another parish, contact that parish directly and request that the parish mail the records to the following address:
**ATTN: John Paul Shimek, Director of Lifelong Faith Formation
St. John the Evangelist Parish
8500 W Cold Spring Road
Greenfield, WI 53122**
- If these sacraments were received at St. John the Evangelist Parish, complete the appropriate verification form:
 - For Grade 2 ONLY, complete: "SJE Baptismal Record Verification Form."
 - For Grade 11 ONLY, complete: "Sacramental Records Verification Form for Confirmation Candidates Who Received Baptism and First Holy Communion at St. John the Evangelist Parish in Greenfield ONLY."
 - NOTE: Complete and submit these forms online at the time of registration by clicking the "Submit" button at the bottom of the form.

3. ALL Families/Students: Complete and Submit Additional Required Forms

Please ensure the following forms are completed and submitted as instructed:

1. "Emergency Information/Contact Form": Submit to John Paul Shimek at jpshimek@stjohns-grfd.org and to your child's catechist. Catechist contact information is available in the registration portal.
2. "General Consent Form for Child Photo, Video, and Audio Use": If you grant media consent, submit this form to John Paul Shimek and your child's catechist. Should you choose to withhold consent, you do not need to submit this form.
 - ❖ **PLEASE NOTE: Both the Emergency Information/Contact Form and the General Consent Form for Child Photo, Video, and Audio Use must be submitted in a single email to all recipients by Wednesday, October 1, 2025. Your email must bear the subject line "'Emergency Contact and Media Release Forms for _____ [child's full name]."**
3. "Registration Form for [Your Child's Grade]": Complete and submit this form online at the time of registration by clicking the "Submit" button at the bottom of the form.
4. "2025-2026 Religious Education Program Flocknote Registration Form" (Optional): To add additional family members to our Flocknote notification system, complete and submit the "2025-2026 Religious Education Program Flocknote Registration Form" via the registration portal. Submit this form online at the time of registration by clicking the "Submit" button at the bottom of the form.

NOTE: Please ensure all forms and records are submitted by the stated deadlines to ensure a smooth start to the program. If you have any questions, feel free to reach out to John Paul Shimek at jpshimek@stjohns-grfd.org or (414) 321-8922. [Emails are preferred.] Thank you for your cooperation.