

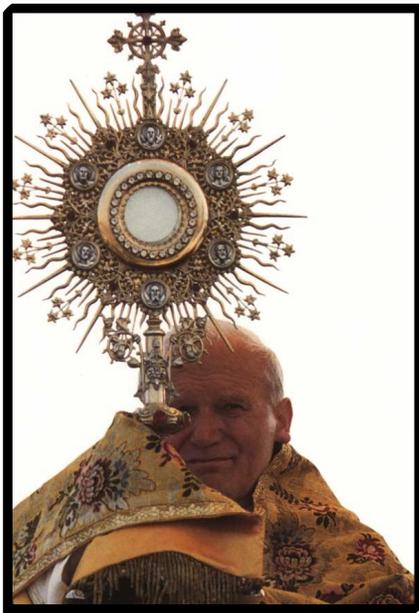
# TOTUS TUUS OF DULUTH

## PARISH SUMMER CATECHETICAL PROGRAM

# 2019 Informational Guide

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## TOTUS TUUS - “TOTALLY YOURS”

Totus Tuus is a summer Catholic youth program dedicated to sharing the Gospel and promoting the Catholic faith through evangelization, catechesis, Christian witness, and Eucharistic worship. Our week-long parish summer catechetical program assists parents and parishes by supplementing the work already being done in a way that is fun for both the Totus Tuus Teachers and youth alike.

The methodology, structure, content, and enthusiasm of Totus Tuus is concerned not only with teaching the faith, but also igniting the hearts of the team members and young people. The result has been the formation of young adults who continue to dedicate themselves to the Church’s mission of evangelization.

### OUR MISSION

The mission of Totus Tuus is to help young people develop an intimate relationship with Jesus Christ and to understand their faith through catechesis in a way that makes the faith real to the youth and helps them live as a witness in today’s world. To accomplish this, we emphasize a devotion and love for Our Lord in the Eucharist and for Mary our Mother.

### OUR MOTIVATION

Totus Tuus, a Latin phrase meaning “Totally Yours,” was the motto of Blessed John Paul II. Taken from St. Louis de Montfort’s *True Devotion to Mary*, it signifies our desire to give ourselves entirely to Jesus Christ through Mary. It also expresses our effort to give our all to every young person we encounter. Through the teams’ example of joy and service, the youth see that these men and women are on fire with the Catholic faith and long for the same thing in their lives.

### OUR METHOD

Totus Tuus calls upon college students and seminarians from the Catholic Diocese of Duluth and across the United States to carry this mission to every young person they encounter in the parish program. Students are hired for their energy, enthusiasm, love for the faith, commitment to spiritual growth, ability to work with a team and a desire to work with youth.

Parish catechists are grouped into teams of four, each consisting of two men and two women, and are invited to a different parish every week for seven weeks, where they conduct a week-long “parish mission,” teaching and inspiring the parish’s first through twelfth grade youth.

### THE FIVE MARKS OF TOTUS TUUS

1. Proclamation of the Gospel – to arouse faith.
2. Apologetics – examination of the reasons for our beliefs.
3. Christian Witness – an experience of Christian living.
4. Celebration of the Sacraments – especially Holy Eucharist and Confession.
5. Active Witness: Participation in the missionary nature of the Catholic Church

Totus Tuus joins the Church in her proclamation of the Gospel to arouse faith in the youth of the Catholic Diocese of Duluth. Ready with an “explanation...for the reason for your hope” (1 Peter 3:15), Totus Tuus catechists expound upon the reasons for our beliefs and share their personal testimonies with the young people.

Pope Saint Paul VI wrote, “Modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they were first witnesses.” (Evangeliu Nuntiandi, 41). With this in mind, Totus Tuus team members are immersed in a life of prayer and give witness to the fruits of that experience of Christian living to the youth.

Additionally, the daily schedule of the Totus Tuus catechist revolves around the Mass, the Sacraments and prayer. A summer given entirely to God and the young people of the Catholic Diocese of Duluth would not be possible otherwise.

## THE FIVE PILLARS OF TOTUS TUUS

1. The Eucharist
2. Marian Devotion
3. Catechetical Instruction
4. Vocational Discernment
5. Fun

**The Eucharist** has pride of place in the Totus Tuus schedule, for both team members and participants. prayer-the Liturgy of the Hours, the Rosary, the Angelus, the Chaplet of Divine Mercy and Adoration of the Blessed Sacrament-provide the structure, but the celebration of the Holy Sacrifice of the Mass is the “source and summit” of the daily schedule.

Totus Tuus catechists and counselors will lead the young people to Jesus for a week; however, Mary will lead them to Jesus for a lifetime. Therefore, Totus Tuus promotes **Marian devotion**. Meditating on the mysteries of the Rosary, we come to see how Mary always leads us to her Son. Praying with her and to her, we hear her say to us, “Do whatever He tells you” (John 2:5)

An authentic **catechesis**, rooted in an orderly and systematic explanation of God’s revelation of Himself through the person of Jesus Christ, provides the foundation of the program’s teaching. Totus Tuus instructs young people in the basic tenets of the Catholic faith to cultivate both a firm intellectual grounding and a solid relationship with Jesus. All of our teaching aims to help young people grow in the understanding of, strengthen their faith in, and, most importantly, develop an intimate friendship with Jesus Christ.

Totus Tuus strives to foster **Christian vocations** by encouraging young people to being discerning God’s call in their life to be married, a priest, a religious or a consecrated single. Team members sign a “covenant” in which they promise to be open to and actively discern God’s will for them. Because they are striving to live an authentic Christian life and are actively discerning their vocation, they can better help the youth to do the same.

Finally, Totus Tuus demonstrates that one can be a faithful Catholic and still have **fun**. Morning “pump up,” silly skits and songs, recess, water fights in the parishes, and all of the many Totus Tuus activities infuse the element of fun in the program.

## THE TOTUS TUUS CURRICULUM

The Sacred Scripture and the *Catechism of the Catholic Church* provide the foundation of the catechetical instruction of the Totus Tuus summer catechetical program. The 2018 curriculum will focus on the Apostles’ Creed and the Luminous Mysteries.

Consequently, Totus Tuus has divided the four pillars of the Catechism into a six-year teaching cycle:

- Year One: The Mystery of Salvation
- Year Two: The Apostles’ Creed
- Year Three: The Sacraments - 2019**
- Year Four: The Commandments
- Year Five: The Virtues & Beatitudes
- Year Six: Prayer and the Our Father

To complement this six-year cycle, Totus Tuus follows a four-year cycle dedicated to the mysteries of the Rosary:

- The Joyful Mysteries
- The Luminous Mysteries
- The Sorrowful Mysteries - 2019**
- The Glorious Mysteries

# DAILY SCHEDULE

The following is the suggested schedule for use during the week of Totus Tuus. This schedule can be adapted to meet the needs of a particular parish, changes to this schedule must be made prior to the teams arrival and discussed with the teams supervisor.

Our schedule is quite rigorous and demands all the energy a person can muster. This is deliberate so as to provide an intense giving of oneself in service to Jesus Christ and the spreading of his gospel. It is when we are weak that we are strong, for the Lord's grace makes up for all that is lacking in us. In other words, it is meant to challenge and stretch our teachers so as to form them in selfless generosity, so that they might truly say as did our Holy Father Saint John Paul II, in imitation of Mary's "yes" at the Annunciation, "TOTUS TUUS!"

## TEAM

- 7:00 a.m. Rise – Breakfast
- 7:30 a.m. Holy Hour w/Morning Prayer and Rosary @ the parish.
- 8:30 a.m. Daily Set-up

## GRADE SCHOOL PROGRAM

- 9:00 a.m. INTRODUCTION
- 9:15 a.m. Warm-up/songs
- 9:25 a.m. CLASS PERIOD #1
- 9:50 a.m. Snack Break
- 10:10 a.m. Music preparation for Mass
- 10:20 a.m. CLASS PERIOD #2
- 10:45 a.m. Mass preparation/Confessions
- 11:15 a.m. MASS
- 12:00 p.m. Lunch-Recess
- 12:55 p.m. Cool Down-Water Break
- 1:00 p.m. Saint of the Day
- 1:15 p.m. CLASS PERIOD #3
- 1:40 p.m. Break
- 1:50 p.m. CLASS PERIOD #4
- 2:15 p.m. Gather, Review and Closing prayer
- 2:30 p.m. DISMISSAL

## TEAM

- 2:30 p.m. Chaplet of Divine Mercy
- 2:45 p.m. Break for Team
- 5:15 p.m. Evening Prayer
- 5:30 p.m. Supper

## JUNIOR HIGH AND HIGH SCHOOL PROGRAM

- 7:00 p.m. Introduction/Review
- 7:15 p.m. SESSION #1
- 8:00 p.m. Snack Break
- 8:20 p.m. SESSION #2
- 9:00 p.m. Night Prayer & DISMISSAL

# **GRADE SCHOOL PROGRAM**

The Totus Tuus Grade School Program is designed for children going into first through sixth grades in the 2019- 2020 school year. The Grade School Program runs Monday through Friday. **Unfortunately at this time, TOTUS TUUS does not have the resources to provide a curriculum appropriate for pre-school aged children.**

The students are encouraged to be clear and consistent in their faith. They are shown how to view their Lord as a good Father. This personal relationship gives them the confidence to be Christ's witnesses in the world around them. Finally, Totus Tuus endeavors to show the youth that a humble and courageous desire to know God must be based upon a steadfast and disciplined life of prayer combined with the reception of the sacraments.

## **FACILITIES**

In order for the Grade School Program to run smoothly, the team requests **one large hall or room for their main assemblies** (this can be the same room used as a lunchroom, if necessary). If the group is large it is helpful to provide a microphone for the main speaker.

The size of the student body will determine how much **classroom space** is needed. For one team this will usually mean having three or four other classrooms available for use. For the 1st and 2nd grade classroom, it is ideal to have an empty space near the board for the children to gather, as well as tables set up with chairs for their activities.

Each classroom should have a **chalkboard or a dry/erase board** as well as markers/pencils and paper for the students. It would be ideal that the classroom or large assembly area had Wi-Fi with a laptop or projector. Check with team supervisor prior to the arrival if this is needed.

It is very important that church be available for Mass and confessions everyday. Each class will take time in the **Adoration Chapel**, if there is one, for a short time during the week; if there is not one, the church would suffice.

## **VOLUNTEERS AND SAFE ENVIRONMENT**

Each parish should assign one person to be a "parish coordinator." The coordinator will work with the Office of Youth & Young Adult Ministry and make arrangements in advance for the team's arrival to ensure the week runs smoothly. Duties are described throughout this book and listed on page fourteen.

The parish coordinator cannot possibly do everything by him-or herself. As such, we strongly recommend having a few high school students and/or adults to assist throughout the week. At the pastor's discretion, teens may earn credit for volunteer hours.

**There should be at least two adults present in the building at all times** when the program is in session. Volunteers can assist the coordinator by setting up drinks and snacks, cleaning the kitchen, sweeping the floors after breaks and lunch, helping those who may become ill, and doing anything else that might be asked of them.

Volunteers should also be utilized in the classrooms, as Totus Tuus will be unable to provide more than one team member in each classroom. For safe environment purposes, please have at least one volunteer per room. Three volunteers per room would be ideal-one to stay in the classroom with the teacher; two to accompany kids together out of the classroom when necessary.

During training, team members will be given the following safe environment guidelines in regard to the classrooms. If you cannot get volunteers for the classrooms, please make sure these guidelines are being followed. If there is no window in the classroom door, the door must be open. If there is a window in the door, the window is not to be obstructed. Totus Tuus takes the safety of children seriously. Thank you for your assistance in this matter.

**No child should ever leave a classroom unattended.** if a child has to leave in the middle of a class for any reason, at least one (preferably two) volunteer(s) should accompany the child(ren) to his/her destination.

Volunteers should not be alone with youth in the bathroom, but should instead wait outside in the hall for them. If it is necessary to go into the bathroom with a child, there should be two volunteers present.

Classroom volunteers who are being disruptive will be asked to report to the parish coordinator.

The team leader will meet with classroom volunteers Monday morning at 8:30 am to explain their responsibilities during the week. The parish coordinator is welcome to attend this meeting.

**All volunteers should complete the Diocese of Duluth Office of Safe Environment online training, read, sign, and observe the Code of Conduct and complete a background check.**

It is the responsibility of the parish coordinator to make sure the volunteers have met these diocesan criteria.

# THE TOTUS TUUS 2019 CURRICULUM

## First - Sixth Grade

The Sacred Scriptures and the Catechism of the Catholic Church provide the foundation of the catechetical instruction of the Totus Tuus summer catechetical program. The 2019 curriculum will focus on The Sacraments and and the Sorrowful Mysteries.

**Theme:** The Sacraments

**Mysteries:** The Sorrowful Mysteries

Monday

Class #1 The First Sorrowful Mystery: The Agony in the Garden

Class #2 Introduction to the Sacraments

Class #3 Sacraments of Initiation

Class #4 Baptism

Tuesday

Class #1 Second Sorrowful Mystery: The Scourging at the Pillar

Class #2 Confirmation

Class #3 Eucharist

Class #4 Eucharistic Effects

Wednesday

Class #1 Third Sorrowful Mystery: The Crowning of Thorns

Class # 2 Sacraments of Healing

Class # 3 Reconciliation

Class #4 Anointing of the Sick

Thursday

Class #1 Fourth Sorrowful Mystery: The Carrying of the Cross

Class #2 Sacraments of Service

Class #3 Marriage

Class #4 Holy Orders

Friday

Class #1 Fifth Sorrowful Mystery: The Death of Our Lord

Class #2 Our Mission to Serve: Stewardship and Vocations

*\*The class titles may not be exactly as listed above.*

## LUNCH/SNACKS/RECESS

While classes comprise a large part of the day, Totus Tuus is not school and makes sure that the kids have fun, too! Therefore, we have a short bathroom break in the morning, recess and “cool down” after lunch, and a snack break in the afternoon.

We ask the parish to provide drinks throughout the day. **Water** is a necessity, but we also encourage other drinks such as lemonade or Kool-Aid. The children will need drinks set out for them three times during the day: at lunch (12:00), after recess (12:55), and during snack break (1:40). We ask that your volunteers have the snacks and drinks ready five minutes before each break.

We also ask that the parish provide snacks (crackers, fruit, veggies, granola bars, trail mix) at the afternoon snack break.

**The children should be asked to bring sack lunches**, but drinks may need to be prepared. Some parishes choose to provide lunch for the children, especially on Friday afternoons (see below). The choice is yours; just be clear so the parents know what to expect.

Recess follows lunch. Team sports are encouraged; the team will participate in recess with the children.

## MASS AND CONFESSION

It is in the Sacraments, especially in the Eucharist, that Christ Jesus works most fully for the redemption and sanctification of all mankind. We realize that Totus Tuus asks a lot of our priests who are already very busy, and for their presence and participation in the program we are eternally grateful. We have found over the years that celebrating and participating in the sacraments on such an intimate level has a tremendous effect on the children. We strive to help the children to participate fully and actively in the liturgy and consider this an integral part of our program.

It is the responsibility of the “program contact” at the parish to arrange the liturgical and sacramental events with the priest.

Since the Eucharist is the source and summit of the Christian life, Totus Tuus encourages **the daily celebration of Holy Mass** at 11:15 a.m. every day. We also suggest opportunities for the **Sacrament of Reconciliation** be made available every day before Mass at 10:45 a.m. Please note that the TOTUS TUUS schedule can be adapted to meet the needs and special circumstances of your parish. If you would like to discuss alternative schedules, please contact the Office of Youth & Young Adult Ministry as soon as possible.

The oldest students will be sent to Confession on Monday and younger grades as the week progresses. If your parish has many young people involved in the program, the pastor may find it helpful to invite a fellow priest to assist.

The youth will participate at Mass by serving, bringing up the offertory gifts and proclaiming the readings and petitions. Totus Tuus team members will lead the children in a few songs during Mass; therefore, it is not necessary to ask the music director to be there. If you have changes to music for Mass, this must be discussed with the team members when they arrive at the parish.

The team will prepare the children for Mass and Confession, and they will practice the songs as well. The children will be expected to behave during Mass-and at all times during the week. Their Friday afternoon schedule depends on it!

If the parish priest is unable to preside at the Mass at any point during the week, the team requests that another priest outside the parish be asked to celebrate Mass. If a replacement is unable to be secured for the Mass at any point during the week, the team will take the children to the church to pray the Rosary, Mid-Day Prayer, or the Stations of the Cross. Once again, this is the suggested schedule and can be adapted as necessary.

## PARISH POTLUCK SUPPER

The parish is asked to sponsor a potluck supper for the children, their families and parishioners on Wednesday evening. The potluck supper should begin at 5:30 p.m. and wrap up around 6:45 p.m. so as to allow time to prepare for the high school class. Once again, this activity and the time are suggested; the day and time can be adapted to meet the needs of each individual parish.

We encourage this to be a parish-wide event, advertising is key to its success. This gathering gives the team the opportunity to meet with families and other parish members. This is an excellent opportunity to meet parents and for them to get to know the teachers, where they are from, etc. About 6:15 p.m. the Team Leader will introduce the team and explain a little about the history and mission of TOTUS TUUS. To close the night, the team will lead the children in some songs for the parents.

## **FRIDAY AFTERNOON**

On Fridays, we will follow the schedule through lunch, but then it is modified to allow for “fun time”. Students can still bring their lunches, or some parishes like to take this opportunity to have a “cook out” (usually hot dogs and chips). After lunch there will be no classes.

After lunch there will be a water-balloon toss, and a “water fight” in which students can bring water containers, squirt bottles, buckets, etc. By about 1:30 pm the water fight ends and students help the team clean up the area. The parish is asked to provide water hoses and wading pool or stock tank, etc. Parishes may also choose to provide popsicles, ice cream, or other treats at the conclusion of Friday afternoon.

Some parishes ask the local fire department to send a truck and join in the water fight. This adds a considerable amount of water-and fun! -and is completely optional.

Parents should be warned that children will be wet and possibly dirty when they are picked up. Please recommend that the students come wearing something that is dark in color and can get wet. Flip flops are not allowed. they will not be allowed to change clothes. The team will talk to the children about Friday afternoon at the close of the day on Thursday, giving them the rules of the day, what to bring for the water games, and what to wear. The day is closed, as is every day, with song and prayer.

## **JUNIOR AND SENIOR HIGH SCHOOL PROGRAM**

TOTUS TUUS offers instruction in the evening for junior and high school youth (those entering grades 7-12) These grade levels meet Sunday through Thursday.

We have found that vibrant, faithful college-aged teachers can effectively impact the youth at this age. Two reasons for this have been noticed: the close proximity of age and the ability to establish mentor relationships (i.e. big brother or big sister).

The Totus Tuus Junior and High School Program includes instruction, small group discussions, quiet meditation, prayer, and fellowship. The team teaches in such a way as to continually offer a dialogue in which each person feels respected in his or her most basic dignity.

## **FACILITIES**

Similar to the Grade School Program, the team needs one large hall or room with Wi-Fi access if possible for their main assemblies. If the group is large, it is helpful to provide a microphone for the team. Generally, the team will need two classrooms available for use.

The church needs to be available for Adoration and Confessions one evening of the week, typically Tuesday or Wednesday. Check with coordinator prior to scheduling.

## **SUPPLIES**

It would be helpful to have the following supplies for the junior high/high school sessions: a laptop, a projector, a chalkboard/dry erase board, speakers with a cord for an mp3 device, bibles, 5-7 votive candles, a large crucifix and a decorative cloth. Check with coordinator to find out exactly what is needed.

## **SCHEDULE**

Each evening session runs from 7:00 p.m. until 9:00 p.m. There will be time for fellowship snacks, and two instructional sessions most evenings. The schedule varies on confession night and fun night.

# 2019 CURRICULUM: 7th -12th GRADES

## Sunday

Grace Infusion: Sacraments & Grace

Take the Plunge: Baptism

## Monday

Mission Confirmed: Confirmation

But...Why: Eucharist

## Tuesday

Be Made Well: Healing

Confession

## Wednesday

Totally Given: Sacraments at Service of Church

Apologetics

## Thursday

Social

## SNACKS

There is a 15-minute refreshment break at 8:00 p.m. We ask the parish to supply the refreshments.

## ADORATION AND CONFESSION

On **Tuesday** evening, the youth adore Christ face-to-face during Exposition of the Blessed Sacrament. During the same time, the youth are encouraged to receive the Sacrament of Confession. Thus a priest (or priests) will be needed from 7:30-9:00 pm. If your parish has many young people involved in the program, the pastor may find it helpful to invite a fellow priest to assist. This evening may be moved to another day of the week, usually Wednesday, if necessary; please remember to adjust snacks and schedule the priest accordingly.

## THURSDAY EVENING SOCIAL

On **Thursday** evening, the last night of retreat sessions, the team will spend time in fellowship with the youth. Activities for Thursday evening may include anything that allow the team members and youth to interact on a social basis, e.g., a barbecue at the lake, going out for pizza and bowling, going to a parishioner's home for a cookout and swimming, etc. This is a great chance for the team to make a personal connection with the youth. The parish should cover this cost with registration fees. If the activity is off-site, the youth are to provide their own transportation; Totus Tuus will not be responsible for transportation.

# THE TEAM

Each Totus Tuus team consists of two men and two women. The teachers are chosen based upon their commitment to the Catholic faith, desire to teach the faith, love of children, energy, enthusiasm and leadership abilities.

In order to run a week of Totus Tuus smoothly, the teachers adhere to a well-defined schedule which has as its foundation and backbone a structured prayer life.

The daily schedule as pertains to the grade school program during the day and the evening program for the older youth in the evenings has already been discussed. This section will lay out the rest of the team's day and the larger weekly schedule.

## Arrival/Setup

The team arrives on the Saturday afternoon or evening prior to the week of teaching.

Please inform the team leader if members of the team will be speaking at the Masses that weekend. Speaking at Mass is an excellent opportunity to publicize the coming week with a brief presentation about Totus Tuus. Often this presentation will help bring in more youth to participate in the week's program.

The team should meet with the parish coordinator and pastor (if available) for a formal meeting and touring of the facilities on Saturday evening. The team will set up the facilities on Sunday afternoon. Due to the early morning and late night scheduling of events, some parishes have found it convenient to provide the team leader with a key to the facilities. If you choose not to do this, then please make sure the team leader knows who will have facility keys for the week.

## Host Families

Because the teachers are "out on the road" we ask that the parishes find host families to provide sleeping arrangements, a morning continental breakfast, and possibly snacks to refuel. The team needs two "host homes," one for the men and one for the women. Men and women are to be housed separately. It is easier for the team and the parish if the host homes are close to each other and to the parish, but the team will be grateful for any housing.

The interaction at host homes is valuable for both the team members and the families. However, because of the team's schedule, it is important to stress that the team may occasionally be late getting home due to team meetings. Also, team members may not always be present at the host families' homes in the afternoons due to planning and setup.

Housing of team members takes place from their arrival Saturday afternoon/evening until their departure the following Friday evening or Saturday morning. Each team will provide their own transportation to and from the parish. It is helpful to give the team driver a list of the names, addresses, phone numbers and directions to the homes for housing and evening meals.

## Meals

Plan to provide all of the team's meals while the team is in your parish. depending on the specifics of the week's schedules at your parish, the team may not require dinner at a host family's every night.

The host family provides a continental style breakfast at 7:00 a.m. Breakfast need not be anything fancy or requiring effort; cereal, fruit, granola bar or toast is sufficient.

Lunch for Saturday (if the team has arrived) and Sunday can be at the host families' homes. Please ask the host families not to plan any activities for the team on Sunday after Mass and/or lunch. This is "team time" and needs to be protected. The teams keep a demanding schedule. Like all of us, they require "down time." Honoring God's commandment to keep holy the Sabbath, Sunday afternoon is their time for rest, recreation, and team fellowship, as well as time to prepare for the coming week.

Lunch for Monday through Friday must be provided by the parish or a parish family at 12:00 pm. Volunteers assisting in the kitchen can prepare the lunch or the team can fix sandwiches from food brought in. Buffet style works best, and whoever is providing the meal may want to bring extra food for the volunteers, priest, etc.

Dinner on Saturday should be scheduled for as early after Mass as possible. It would be ideal if the parish coordinator could host dinner on Saturday evening, as that would give everyone a chance to meet. If this is not possible, please find a family who can have them for dinner.

Dinner on Sunday, Monday, and Tuesday should be provided at 5:30 pm. Please arrange for families in the parish to host the team for supper. This allows for more families to be involved in hosting the team and provides an excellent opportunity for the team to interact with families of the parish. A family may prepare and serve the meal, have food brought in, or take the team out to eat.

Since the team is on a tight schedule, please do not schedule supper any earlier or later than 5:30 pm unless the team leader is notified. The team will leave the family's home no later than 6:15 pm to return to the parish for the evening program.

The team will not require a meal at the time the Parish Potluck is held. If a potluck is not held, please be sure that a family is lined up to host the meal for the team.

The team will not need dinner on Thursday if their evening social with the junior high and senior high school youth involves a meal. If no meal is planned within the Thursday night activity, please find someone to host the team for dinner at 5:30 pm.

Regardless of the teams schedule, whether or not they are staying at the host home Friday night, the team is responsible for their own dinner Friday night.

# **PARISH INVOLVEMENT**

The focus of the Totus Tuus program is obviously on the youth of your parish; however, the entire parish can be involved. We have already mentioned the need for volunteers to help during the day program and host families to house and feed the team(s) during the week. Here are two additional ways to get a larger portion of the parish involved.

## **Parish Potluck Supper**

The parish is asked to sponsor a potluck supper for the children, their families and all parishioners. In the past the potluck has been held on Wednesday evening. No meal plans will be needed for the team when the potluck takes place. If a potluck does not take place, please have a family host the team for the meal.

It is encouraged that the potluck be a parish-wide event. This gathering gives the team an opportunity to meet families and other parish members. It is also an excellent opportunity for the parents to meet and get to know the teachers, where they are from, etc. During the potluck the team leader will introduce the team and explain a little about the history and mission of Totus Tuus.

## **Intercessors**

While the team is at your parish, and even before they arrive, we recommend recruiting intercessors to pray for and provide spiritual assistance to the team, the youth, the coordinators and volunteers, and the pastor of your parish. This is a great way to involve parishioners who don't have school-aged children attending Totus Tuus.

As the regular Adorers, daily Mass goers, the Knights of Columbus, or the Rosary Guild-indeed, anyone you can think of-to commit to daily or weekly prayer for the team, the participants, and the program. They can pray in whatever way they like; offer Masses, holy hours, rosaries, chaplets, intercede with petitionary prayer, recite the traditional memorized prayers, offer a day of fasting-the possibilities are as numerous as your parishioners.

# PARISH COORDINATOR INFORMATION

The responsibilities of the Parish coordinator for the program are as follows:

- Reserve Facilities
  - Classrooms and gathering space for the week and help the teams set up if possible.
  - Fields or other play area for recess and Friday afternoon.
  - Large room for the parish potluck.
- Arrange for Friday afternoon “fun time” supplies, e.g., fire department, water tanks, etc.
- Promote the program and collect registrations.
  - Collect Medical Release Forms, Parental Release Forms and Permission Forms for the Grade School Program and for the Jr. & Sr. High School Program’s Thursday evening activity.
- Recruit volunteers to help during the day program.
- Make sure the Safe Environment Training and Background Check are completed by all volunteers.
- Recruit intercessors to cover the team and your young people in prayer.
- Arrange how snacks will be provided for the day and evening programs.
- Find separate host families for men and women.
- Arrange families (different from those providing housing) to provide meals for the team during the week.
- Schedule a priest(s) for daily Mass and Confession.
- Schedule a priest for Adoration and Confession Tuesday night.
- Organize and promote the potluck, as well as set-up and clean-up.
- Have materials gathered for the team upon their arrival.
- Remit remaining balance to the Office of Youth Ministry 2 week prior to the teams arrival.

At least one week prior to arrival, the team leader will contact the parish coordinator listed on the Parish Registration Form to make all necessary arrangements. The team will arrive on the Saturday of the scheduled week unless prior arrangements have been made.

# PROGRAM FEE

Below is the cost to a parish for hosting a team and the maximum number of youth per team.

<u>Number of Teams</u>	<u>Max. Youth Served*</u>	<u>Cost</u>
1 Team (4 persons)	90 youth	\$1,750
2 Teams (8 persons)	180 youth	\$3,500

\*"Max. Youth Served" applies only to those youth served through the Grade School Program.

## Funding Tips

The amount the parish charges for participating youth is entirely up to the parish. A \$10 per child or \$25 for families of three or more is common. Throughout the years, many Knights of Columbus councils and parish men's groups have assisted in bringing the program to various parishes. Would a group at your parish be willing to help sponsor Totus Tuus?