

IMMACULATE CONCEPTION'S

# Festival of Ministries

What gifts have I been given? • How can I use them? • How can I share them?

RESOURCE BOOK



ANCHORVILLE

IMMACULATE CONCEPTION CATHOLIC PARISH



*Growing in Spirit, Anchored in Faith • 1853*

## RESOURCE BOOK



# What Gifts Have I Been Given? How Can I Use Them? How Can I Share Them?

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You have received God's blessings -  
now discover the power of sharing your blessings.

PARISH 9764 Dixie Highway Ira, Michigan 48023 586.725.3051 fx: 586.725.2474

SCHOOL 7043 Church Road Ira, Michigan 48023 586.725.0078 fx: 586.725.8240

[www.iccatholic.org](http://www.iccatholic.org)

## ABOUT THE PASTOR - Father Tomek Maka



Tomek Maka was born in Poland on September 18, 1976 to Wladyslaw and Alina Mąka. He is the youngest of four children (two brothers and one sister). Through prayer and support of family and friends, Tomek enrolled at the Seminary in Plock, Poland. He studied at the Seminary in Plock, Poland from 1995 to 1998 and from 1998 to 2000 continued his education in America where he attended a two-year exchange program at Sacred Heart Seminary in Detroit, Michigan. He returned back to the Seminary in Plock, Poland where he taught English in the Minor Seminary and later graduated. Fr. Tomasz Maka known to most as Fr. Tomek was ordained at and for the Diocese of Plock in 2001.

In the past 10 years, Fr. Tomek has had five assignments. The first was in 2001-2003 as the Associate Pastor of St. Wojciech's in Raciaz, Poland, where he also taught in the High School. In 2003 he returned to America and was assigned Dean of Formation at the Seminary in Orchard Lake, Michigan. From 2004 to 2007 Fr. Tomek resumed his role as an Associate Pastor and was the liaison to the High School at the National Shrine of the Little Flower Parish in Royal Oak, Michigan. During 2007, he was transferred to St. Patrick Parish of White Lake as Associate Pastor and continued pastoral duties with church and school. In March of 2008, he completed the process of incardination to the Archdiocese of Detroit, which means that he changed his affiliation from the diocese in Poland to the Archdiocese of Detroit. In June of 2008, he was assigned Pastor to Immaculate Conception Catholic Parish in Anchorville, Michigan. Fr. Tomek's parents and brothers still reside in Poland. His sister and her daughter moved from Poland to Michigan where his niece continues her Catholic education. He has found a home on this side of the ocean and has made many wonderful friends along the way. He enjoys time with his family and friends, traveling, soccer, hockey, and his two dogs Russia and Hashim, as well as being a part of the Immaculate Conception Family.





**IMMACULATE CONCEPTION  
CATHOLIC PARISH**

ANCHORVILLE, MICHIGAN

**Fr. Tomek Maka**

My Dear Parishioners,

We are so excited to present you with this resource booklet. Within these pages you will find the result of our efforts to continue the growth of the Immaculate Conception Parish family and this outstanding community.

For many of us, stewardship has only one meaning - giving of our financial resources. The fact is, Christian stewardship can be a very beautiful and harmonious way of life. Its meaning is far more encompassing than simply giving. Stewardship involves prayer, nurturing our families, and sharing our God-given gifts with others.

This resource booklet shows us just how many ways we can contribute to our parish community and share our faith with others. It gives us an opportunity to join with the many ministries of the parish and grow individually and communally. These ministry opportunities should be a time to share our talents, learn from each other, and enjoy the camaraderie of our fellow parishioners.

I invite and encourage you to take some time to go through this booklet and see if there is anything that you feel you could “throw your hat into”, or something you would like to learn more about. Your commitment would be for a year, and after that time you can decide if you would like to continue on that road or find another area that might be better suited to your interests. Once a year, we will ask you to confirm your involvement, choose another area of interest, or take a year off.

As always, I know that Immaculate Conception will continue to thrive because of the many wonderful works and generosity of the parish family. Thank you for taking the time to review this resource booklet and prayerfully considering what you have to offer.

May God bless us on our continued ministry of stewardship.

Yours in Christ,

Rev. Tomek Maka  
Pastor

## ***Must Read !***

### **PROTECTING GOD'S CHILDREN Safe Environment**

In order to provide a safe environment for our children, all adult volunteers (18 and older) who will have contact with children, seniors or persons with disabilities **must** participate in a Protecting God's Children Workshop (PGC), have a required Background Check (see attached form), and be provided with the volunteer Code of Conduct (opposite page).

For a listing of the PGC Workshops in our area, please contact the Parish Office at (586) 725-3051 for assistance or for a schedule, visit [www.aodonline.org](http://www.aodonline.org).

It has now been mandated by the Archdiocese of Detroit, that all teen volunteers (grades 9-12) whose volunteer service involves contact with children, must participate in a Call to Serve Workshop.

For information on the Call to Serve Workshops in our area, please contact the Parish Office at (586) 725-3051 for assistance or for a schedule, visit [www.aodonline.org](http://www.aodonline.org).

**Protecting God's Children (Adults) and Called to Serve (Teens)  
A schedule can be found on [www.aodonline.org](http://www.aodonline.org)**





# Archdiocese of Detroit

Safe Environments

September 2004

The following is a reprint from the *Code of Pastoral Conduct For Priests, Deacons, Pastoral Ministers, Administrators, Staff and Volunteers*. The *Code of Conduct for Volunteers* can be found on the Archdiocese of Detroit website at [www.AODonline.org](http://www.AODonline.org). Click on Promise to Protect Pledge to Heal and then on Volunteer Code of Conduct.

## IV. CODE OF CONDUCT FOR VOLUNTEERS

Our children are the most important gifts God has entrusted to us. A volunteer must strictly follow the rules and guidelines in this *Code of Conduct for Volunteers* as a condition of providing services to the children and youth of our archdiocese.

### A volunteer must:

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity and consideration.
- Avoid situations where he or she is alone with children and/or youth at Church activities.
- Use positive reinforcement rather than criticism, competition or comparison when working with children and/or youth.
- Refuse to accept expensive gifts from children, youth or their parents without prior written approval from the pastor or administrator.
- Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the pastor or administrator.
- Report suspected abuse to the pastor, administrator or appropriate supervisor and the local Child Protection Services agency. Failure to report suspected abuse to civil authorities (by required reporters) is, according to the law, a misdemeanor.
- Cooperate fully in any investigation of abuse of children and/or youth.

### A volunteer must not:

- Smoke or use tobacco products in the presence of children and/or youth.
- Use, possess or be under the influence of alcohol at any time while volunteering.
- Use, possess or be under the influence of illegal drugs at any time.
- Pose any health risk to children and/or youth through fevers or other contagious situations.
- Strike, spank, shake or slap children and/or youth.
- Humiliate, ridicule, threaten or degrade children and/or youth.
- Touch a child and/or youth in a sexual or other inappropriate manner.
- Use any discipline that frightens or humiliates children and/or youth.
- Use profanity in the presence of children and/or youth.

A volunteer working with children and/or youth is subject to a thorough background check, including criminal history. Any action inconsistent with this *Code of Pastoral Conduct* or failure to take action mandated by this *Code of Pastoral Conduct* may result in removal as a volunteer with children and/or youth.

## Commission and Group Descriptions For Festival of Ministries Resource Book

### **PARISH COUNCIL - ☎ (586) 725-3051**

#### **Parish Council Commission**

The Parish Pastoral Council is an advisory body to the pastor. A parishioner may be nominated to become a member of the Parish Pastoral Council by any fellow parishioner and is selected on a designated Mass by the Pastor. Application must be completed and can be obtained in Parish Office or online at [www.iccatholic.org](http://www.iccatholic.org) (candidates can nominate themselves).

- 3 year commitment, 2 hour meetings held once a month

#### **Festival of Ministries**

This ministry is dedicated to empowering parishioners and volunteers by engaging them in works that best utilize their talent and time. The goal of this ministry is to assist in Immaculate Conception Catholic Parish to becoming a Stewardship Parish through ongoing Stewardship.

- 2 hours once a week

#### **Long Term Planning**

This group shapes the vision of our faith community in order to provide the best possible ministry, service, resources and facilities to enhance our Catholic faith.

- 4 hours once a month

### **WORSHIP - ☎ (586) 725-3051**

#### **Worship Commission**

This Ministry promotes and strengthens the program of continuing liturgical renewal. Serving the parish in the areas of liturgy and ecumenism, this includes administrative, worship and educational responsibilities.

- This commission is made up of representatives of the groups that are listed under Worship. Meetings held once a month.

#### **Altar Servers**

This is open to anyone who has received First Eucharist. Servers assist at Mass and other liturgies, especially at the altar, wearing a white robe and cincture (robe belt). Youth are invited to join in third grade (9 years of age). Training is provided throughout the year.

- 1 hour Mass as needed or scheduled



### **Altar Server Coordinator**

Our coordinators schedule and coordinate our Altar Servers for weekly Mass, weddings, funerals or any other Mass that is needed.

#### **Protecting God's Children Workshop and Background Check Required**

- 2 hours a month

### **Altar Service**

This team assumes responsibility for making sure all the cloths used on the altar and other areas of the Sanctuary are clean and pressed as needed. This includes the altar server robes and cinctures (rope belts).

- 2-3 hours a week

### **Arts and Environment**

A visual beautification of the Sanctuary. This entails planning and decorating our worship area in ways that reflect the liturgical season and various celebrations during the year.

- 3-4 hours a week, 7-10 hours a week Christmas and Easter



### **Catholic Men's Group**

Catholic Men's Group encourages men to gather in prayer, scripture study and share faith to strengthen their relationship with God and one another. This group participates in the annual Men's Conference every year.

- Dependent upon the group

### **Communion to the Home-bound**

This group of people distribute the consecrated Bread and Wine (Body and Blood of Christ) to the sick and home-bound.

#### **Protecting God's Children Workshop and Background Check Required**

- 1 hour once a week



### **Eucharistic Adoration Member**

Schedule yourself in on the first Friday of every month, to sit in peace and quiet and spend time with our Lord in the Sanctuary. There is no limit to the graces you will receive while keeping company with God.

- 1 hour once a week

### **Extraordinary Minister's of the Eucharist**

These people distribute the consecrated Bread and Wine (Body and Blood of Christ) to those gathered at Mass. The prerequisite to this ministry is having received the First Eucharist. Youth must be 16 years of age and have made their sacraments.

- 2-3 times a month



### **Lector**

As a minister of the Word, proclaim the Word of God at Mass and other liturgical gatherings. Youth must have made Confirmation.

- 1 Mass per month

### **Liturgical Ministries Scheduler**

The Liturgical Ministries Scheduler coordinates the schedules of Lectors, Eucharistic Ministers and Children's Liturgy of the Word.

- 2 hours, 4 times a year

### **Living Waters Prayer Group**

This is a Catholic Charismatic Renewal Prayer Group. We are renewed when we open ourselves to God and accept what He is offering us – the fullness of His Holy Spirit. Zechariah 4:6 "Not by might nor by power but by my Spirit, says the Lord"

- 2 hours per month

### **Loving Hands**

A small group that takes pride in cleaning and keeping the Church clean and neat.

- 1-1 ½ hours, 2 times a week

### **Our Lady of Fatima Rosary Prayer Group**

The Our Lady of Fatima Rosary Prayer Group prays the Holy Rosary everyday in the church to obtain peace in an ever changing world. Praying the Holy Rosary is an act of loving remembrance which brings peace, increases trust, fortifies our hope and renews our love for God and our neighbor.

- 7:30 p.m. every Thursday in the church

### **Sacristan**

Parishioners who arrive before Mass on weekends and holy days to prepare the church and all vessels and supplies. The Sacristan also cleans and puts away all vessels, sacred books and items used during the Mass as well as securing the church before leaving. Training is provided.

- 2 hours, once a month

### **Ushers**

These parishioners serve as a Minister of Hospitality at Masses and other liturgies. They welcome the community, take up collections and assist the Sacristan in any unforeseen circumstances that may arise during Mass.

- 2 hours, once a month





## **CHRISTIAN SERVICE - ☎ (586) 725-3051**

### **Christian Service Commission**

This commission is dedicated to the outreach of the parish and the community it serves through its many programs.

- This commission is made up of representatives from each group listed under Christian Service. Meetings held once a month.



### **Ambassador Program**

This program is developed to help new parishioners feel welcome in the IC Community. You will contact new parishioners about upcoming events, invitations to ministries and other activities.

- 2-3 hours a month

### **Blood Drive**

The Blood Drive is held twice a year (April & Sept). Hands are needed to welcome and be available with guiding parishioners as to where they need to go.

- 1-2 hours the week of the blood drive

### **Coffee/Doughnuts Sundays**

Once a month Sept. - June, coffee and doughnuts are offered in the parish hall after all Sunday Masses. Enjoy fellowship with parishioners by helping with refilling coffee urns, putting out the doughnuts on the table, cleaning up after each group that comes in.

- 1 hour, once a month

### **COPE (Christian Outreach Program Endeavor)**

This ministry aids elderly with doctor appointments and provides meals to families with illness. Driver's License and current proof of insurance is a must.

#### **Protecting God's Children Workshop and Background Check Required**

- Hours depend on number of requests

### **Funeral Lunch Team**

One of four teams of 20-25 people are called on to serve a luncheon if required after a funeral.

- 2-3 hours per funeral lunch, on call once every 4 months

### **Handcrafters Ministry**

These people meet twice a month to make items (quilts, blankets, hats, etc.) for donation to children's hospitals. So bring your knitting needles and sewing machine and join this great group for a great cause!

- 2 hours twice a month



### **MCREST (Macomb County Rotating Emergency Shelter Team)**

Participate in helping our community by preparing and providing meals for the homeless.

- 3-4 hours, once a year

### **Receptions**

Receptions that may be requested by the priest. This includes set-up, clean-up and preparation of food to be served.

- Depends on the number of requests from the Priest

### **Refreshment Ministry**

Bake, Make or Donate refreshments for various parish activities.

- 1-2 hours every month

### **Rosary Makers**

Rosaries are made and sent overseas to various missions and needs.

- Time is open to you, once a month

### **St. Joseph Layette**

Gather layette donation items for newborns and assist in donating them to Catholic Social Services.

- 2-3 hours, once a year

### **Send Packages to Deployed Troops**

Collect and package various items for soldiers who are deployed overseas.

- 1-2 hours, up to two times a year

### **Social Parish Activities**

Planning and organizing social activities for the parish to enjoy. This includes set-up, clean-up and working the events. Examples of activities may be Scrapbooking Weekends, Christmas Dinner Dances, Mother Daughter Teas.

- 2 hours a month, more hours at time of event

### **Stars of Christmas**

This ministry provides clothing, toys and much needed items to needy families in our parish community at Christmas time.

- 3-4 hours, once a year

### **St. Vincent DePaul Society - ☎ (586) 725-3051 ext. 118**

Its mission is to lead men and women to join together to grow spiritually by offering person to person service to the needy and suffering. Tangible aid being offered may include intervention, consultation or often direct dollar or in-kind service. All while maintaining confidentiality and dignity to those being served.

- 1-2 hour meetings held at IC once a month. Times vary according to need.



## **STEWARDSHIP - ☎ (586) 725-3051**

### **Stewardship Commission**

The Stewardship Commission is the "Decision Making" body that is made up of the Pastor and appointed representatives of the groups listed under Stewardship.

- 2 hour meetings held once a month, appointed by the Pastor

### **Budget Committee**

This committee sets the budget for the Parish and School and meets several times a year. Members of this committee are appointed by the Pastor.

- 2 hour meetings, several times a year

### **Buildings and Grounds**

Working with the Director of Maintenance, this committee works to keep our Parish campus well maintained and functional. Some responsibilities include carpentry, electrical, plumbing, masonry, roofing and all physical elements of our grounds.

- 4 hours once a month



### **Cemetery Committee**

Our mission is to help maintain and preserve the appearance of the cemetery, clean up the chapel and the stones around it. The members of this group are appointed by the Pastor.

- 1-2 hours four times a year/ Spring clean-up all day

### **Church Support**

Members of this group are responsible for updating, improving and adding any activities or processes that involve the financial and volunteer aspects of supporting our Parish.

- 2 hours, once a month

### **CSA (Catholic Services Appeal)**

Members coordinate the annual distribution and mailing of CSA pledge cards to our parishioners.

- 20-30 hours over a 4 month period (February - June) every year

### **ICIT Committee (Immaculate Conception Information Technology)**

This group is responsible for all Information Technology (IT) campus wide. The ICIT group aides IC Parish by enriching the student learning and enabling the school and faculty to better execute their responsibilities. Knowledge and experience is necessary. See our Pastor if you are interested in this committee.

### **Protecting God's Children and Background Check Required**

- 5-10 hours a month, dependant upon needs of the Parish



### **IC Marketing Team**

The Marketing Committee is responsible for the Parish and School's overall image to the community through advertising, print materials and wearables showcasing the IC logo. This group is by appointment only.

#### **Protecting God's Children Workshop and Background Check Required**

- 2 hours, once a month

## **FAITH FORMATION - ☎ (586) 725-1762**

### **Adult Bible Study**

Throughout the year, our parish offers opportunities for our members to study God's Holy Word. Groups meet weekly to study scripture, share faith experiences and grow in the image and likeness of Christ.

- 1 ½ -2 hours per week

### **Adult Formation Class**

The adults in our parish are invited to grow in faith as we join together to study church documents and teachings.

- 1-2 hours per week

### **Children's Liturgy of the Word Minister**

As a Children's Liturgy of the Word Minister, you share God's Holy Word with the young people of our parish during the readings and the homily portion of weekend Masses. Catechist Formation sessions and interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- 2-3 times a month

### **Children's Liturgy of the Word Cantor**

As a Children's Liturgy of the Word Cantor, you sing the season psalm and Gospel acclamation with the children participating in the Children's Liturgy of the Word during the reading and homily portion of the weekend Masses. Interview, singing and music abilities and CLW formation required.

#### **Protecting God's Children and Background Check Required**

- 2-3 times a month

### **Children's Liturgy of the Word Lector**

As a Children's Liturgy of the Word Lector, you proclaim the first reading and assist the Minister with the children during the Children's Liturgy. Lector Formation, Interview and CLW Formation required.

#### **Protecting God's Children Workshop and Background Required**

- 2-3 times during the month



### **Early Childhood Formation Catechist and Helpers**

On Sunday mornings during the 10:00 Mass our parish offers formation for the 3, 4 and 5-year-old children in the school. Interview and Catechist Formation sessions required. Called to Serve for 9-12 Graders.

#### **Protecting God's Children Workshop and Background Check Required**

- 2 hours Sunday mornings (September - May)

### **Faith Formation Adult Helpers**

Adult helpers assist the catechists in the classroom and as hallway monitors and office aids. Interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- 1 ½ hour session per week (October - May)

### **Faith Formation Catechists**

Our Faith Formation Catechists are student leaders who share and exemplify catechist teaching to the young members of our faith community 1<sup>st</sup> - 6<sup>th</sup> Grade. Interview and Catechist Formation sessions required.

#### **Protecting God's Children Workshop and Background Check Required**

- 2 hours per week (October - May)

### **Faith Formation Prayer Monitor**

As a Prayer Monitor you listen to and help the young people in Faith Formation to memorize basic Catholic Prayers. Interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- 1 hour, twice a month (October - May)

### **Faith Formation Teen Helpers**

We invite teens 7<sup>th</sup> -12<sup>th</sup> Grade to assist at Faith Formation as a classroom helper to the Music Director. Called to Serve for 9<sup>th</sup> - 12<sup>th</sup> Grade and interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- 1 ½ hours per week (October - May)

### **Faith Formation Special Activities**

A great deal of help is needed to allow us to provide special activity days for our young people at Faith Formation. In this area, assisting with activities for such celebrations as All Saint's Day, Good Friday Journey, Mardi Gras Party, Christmas Activities Day, etc. Interview required.

#### **Protecting God's Children's Workshop and Background Check Required**

- 1 ½ hours once or twice a year

### **Good Friday Journey**

On Good Friday, our parish offers the young people in our community an opportunity for a hand-on journey through the last hours of Jesus' life. Volunteers in all areas of planning and assisting with this very special activity are welcome! Called to Serve 9<sup>th</sup> - 12<sup>th</sup> Grade required.

#### **Protecting God's Children's Workshop and Background Check Required**

- Time allotment varies with position

### **Lenten Soup Suppers**

Lenten Soup Suppers are offered weekly during Lent as an opportunity for us to share a meal and grow in faith together.

- 1 ½ -2 hours per week during Lent

### **RCIA (Rite of Christian Initiation for Adults and Teens)**

RCIA is the process designed to welcome the unbaptized and baptized who want to complete the Sacraments of Initiation. Interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- 2 hours a week, usually on Sunday mornings (Sept. - May)

### **Vacation Bible School**

Every June, Immaculate Conception invites young people of all ages to participate in Vacation Bible School. This program needs many volunteers to assist in planning, presentation, set-up, games, music, snacks, arts and crafts, catechists and small group leaders. Called to Serve 9<sup>th</sup> - 12<sup>th</sup> Grade and Interview required.

#### **Protecting God's Children Workshop and Background Check Required**

- VBS 2011: June 20<sup>th</sup> - 24<sup>th</sup> Monday - Friday
- 9:30 a.m. - 12:00 p.m.
- Volunteer times vary with position with set-up the week prior

### **Youth Ministry "SHINE"**

Youth Ministry "SHINE" is open to all 9<sup>th</sup> - 12<sup>th</sup> Grade students who will find fun and fellowship while deepening their faith in God.

- 6:30 p.m. - 8:00 p.m. Sunday evenings - twice a month

## **MUSIC MINISTRY - ☎ (586) 725-3051 ext. 119**

### **Adult Choir and Cantors**

The Adult Choir at Immaculate Conception normally sings at the 10:00 a.m. Mass on Sundays and at the major feasts, Holy days and special occasions. This choir is for adults and for high school students that belong to a choral program at their high school. Cantors are normally from this same group that possess a higher level of vocal proficiency to lead the singing of the psalms and other parts of the Mass.

- 2 hours once a week (Sept. - June)



### **Youth Choir**

The Youth Choir at Immaculate Conception usually sings on a rotation of Mass times on the 2<sup>nd</sup> and 4<sup>th</sup> Sundays of the month (Sept. - June), and on special occasions. This choir is offered to youth 3<sup>rd</sup> Grade to High School.

- 1 ½ hours once a week (Sept. - June)

### **Hand Bell Choir**

The Hand Bell Choir at Immaculate Conception consists of 11 people to ring the bells. The ability to read music is a plus but not necessary to be a part of this group. The Bell Choir rings on a rotation of Mass times on the 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> Sundays and on special occasions.

- 1 ½ hours once a week (Sept. - June)

### **Instrumentalists**

At various times, a variety of musical instruments are needed for special feasts throughout the church year. Example: Brass quartet/quintet for Easter.

- As needed

### **Resurrection Choir**

The Resurrection Choir of Immaculate Conception sings at all funerals and memorial Masses held at Immaculate Conception Church. No practices.

- Needed for morning/early afternoons to assist in singing

### **SCOLA**

The Scola Choir at Immaculate Conception is an appointed choir that sings at various times of the year, major feasts, Holy days and for special occasions.

- 1 ½ hours once a week

### **CELTIC CROSS**

Immaculate Conception's own Irish/Scottish House Band. This band plays weekly at the 12:00 Mass, Holy days and for special occasions. Singers are Welcome!

## **FUNDRAISING - ☎ (586) 725-3051**

### **Lenten Fish Fry**

The Lenten Fish Fries are held on all Fridays during the Lenten season (except Good Friday) in the school. Members of this group can begin work on food preparation on Thursdays. Friday shifts beginning at 1:00 p.m. - 9:00 p.m.

Service Credit towards Catholic School tuition can be earned through hours worked.

- 2-3 ½ hours, twice a week during Lent

### **Perch Festival - ☎ (586) 725-3051 ext. 242**

The Perch Festival at Immaculate Conception is our largest annual fundraiser. This festival is held the 3<sup>rd</sup> weekend in July each summer and offers many opportunities to donate your time and talents. The Perch Festival helps to provide the funds to support the growth and outreach programs of our parish. Members begin coordinating this event in January. Service Credit towards Catholic School tuition can be earned through hours worked.

- Donate as much time as can be offered.

### **SCRIP - ☎ (586) 725-3051 ext. 120**

SCRIP is a fundraising program coordinated by the parish to generate charitable rebates which can be applied to tuition or other parish programs. This generates revenue from a person's regular purchases, such as groceries and other retail items. Members of this group are asked to man the SCRIP table, sign-up new members, inventory and balance the accounts. Service Credit towards Catholic School tuition can be earned through hours worked.

- 2-5 hours once a week

### **Tastefest**

The Tastefest at Immaculate Conception is the annual fundraiser held in October. The Tastefest offers many opportunities to donate your time and talent including with the Iron Chef Competition. The Tastefest helps to provide the necessary funds to support the growth and outreach programs of our parish. Members begin coordinating this event in April. Service Credit towards Catholic School tuition can be earned through hours worked.

- Donate as much time as can be offered.

## **SERVICE GROUPS - ☎ (586) 725-3051**

### **Euchre Club**

Weekly, the members of the Euchre Club go in the parish hall and set-up for friendly Euchre card playing to be held Wednesday evenings, beginning at 6:30 p.m. Enjoy fellow parishioners and community friends at this weekly night out playing Euchre!

- 1 ½ hours once a week (set-up)

### **Knights of Columbus (K of C)**

The Knights of Columbus is the largest Catholic fraternity in the World. In Au Lac Council, currently there are 133 members. Our principles of Charity, Unity, Fraternity and Patriotism are our foundations. Through various fundraisers held throughout the year, the K of C are able to provide funds to help support many local causes as well as efforts to donate to Seminarians and scholarships to Catholic Schools.

- 1 ½ hours monthly meetings



### **Mary's Garden**

This rewarding and spiritual ministry is a garden of love that continues to grow with limitless tribute to our Mother Mary. No experience necessary. Volunteers who have a passion and fondness for Mary, maintain the garden outside in the grotto area of Immaculate Conception Church. A parish plant sale is held every year to help with the expenses to the garden.

- Donate as much time as can be offered.

### **Office Angels**

The Office Angels at Immaculate Conception are the fine folks that stuff our weekly Spotlight bulletins with additional information needed to reach parishioners and community members.

- As needed

### **Wedding Coordinators**

These helpful members assist engaged couples through their rehearsal and wedding ceremonies.

- 1 ½ hours per rehearsal - 2 hours per ceremony

## **IMMACULATE CONCEPTION SCHOOL - ☎ (586) 725-0078**

### **Ambassador Program (School)**

The Immaculate Conception School Ambassador Program is a welcoming committee where a school family “adopts” a new school family just entering into the school for the first school year. Families make themselves available to answer any questions throughout the year concerning homework, school or parish events.

- 1 hour yearly meet and greet the 1<sup>st</sup> day of school

### **Grant Research and Writing**

As we strive to keep expenses affordable, school parents and parishioners with grant research and writing experience are welcome to work with the principal and faculty to keep informed on existing and new grants made available for parochial schools.

- Time varies

### **Parent Teacher Committee (PTC)**

Members of the Parent Teacher Committee consist of parents, guardians and faculty of Immaculate Conception Catholic School. Our mission is to work together to raise funds for enriched activities and materials that promote a positive environment – both academically, spiritually and socially for the students attending IC. Officers of the PTC Board are nominated and voted upon every 2 years.

- 2 hour meetings once a month

### **School Advisory Committee (SAC)**

Members on the School Advisory Committee (SAC) have an opportunity to have input on all areas of interest involving Immaculate Conception Catholic School. The Commission consists of 6 current school parents and 3 IC parishioners with no direct relation to the school. Applications are reviewed by the Pastor and Principal with the SAC appointment to be held for a 3 year term.

- 2 hour meetings once a month

### **Boy Scouts**

Troop 211 is our “Home” Troop and currently we have 57 boys involved with our program. Scouting programs are designed to help develop many of the core morals, ethics and values of our young men.

- 2 hour meetings once a week

### **Girl Scouts**

Girl Scouts give young girls an opportunity to learn new things, make new friends and find out the important things in life. Girl Scouting also gives girls the opportunity to make a difference in their neighborhood, community and their country.

- 2 hour meetings twice a month (Wednesdays in the Parish Hall)

### **Camp Fire USA**

Camp Fire USA is a national organization for boys and girls of all ages. It is also a national organization of adults interested in helping youth. Camp Fire USA offers a small program that is unique, flexible and based on program outcomes that make a difference. Camp Fire USA's Mission is to build caring confident youth and future leaders.

- 2 hour meetings twice a month (Mondays in the Parish Hall)





## DIRECTORY

### IMMACULATE CONCEPTION PARISH

9764 Dixie Highway Ira, Michigan 48023 586-725-3051 fx: 586-725-2474 [www.iccatholic.org](http://www.iccatholic.org)

**Parish Office Hours** Winter: Mon. 1:00 pm-7:00 pm, Tues - Thurs. 9:00 am-4:00 pm, Fri. 9:00 am-3:00 pm  
Summer: Mon. 1:00 pm-7:00 pm, Tues - Thurs. 9:00 am-3:00 pm, Fri. 9:00 am-2:00 pm

<b>Pastor</b>	Rev. Tomek Maka	tmaka@iccatholic.org	586-725-3051
<b>Deacon</b>	Rev. Mr. Kenneth A. Nowicki	deaconken@iccatholic.org	Ext. 114
<b>Parish Secretary</b>	Trish Grabowski	trish@iccatholic.org	Ext. 112
<b>Receptionist</b>	Debie Hauer	hauer@iccatholic.org	Ext. 110
<b>Bookkeeper</b>	Kimberly Vivian	vivian@iccatholic.org	Ext. 111
<b>Youth Ministry</b>	Michael & Anna Vigneron	youthministry@iccatholic.org	Ext. 115
<b>Music Ministry</b>			
<b>Director &amp; Organist</b>	Patrick Austin	austin@iccatholic.org	Ext. 119
<b>Dir. of Maint. &amp; Cemetery</b>	Bob DeBusschere	mrbob@iccatholic.org	Ext. 117
<b>Parish Organizations</b>	<i>Contact numbers listed next to Resource Book section headings or call the Parish office for contact information</i>		



### IMMACULATE CONCEPTION CATHOLIC SCHOOL

7043 Church Road Ira, Michigan 48023 586-725-0078 fx: 586-725-8240 [www.iccatholic.org](http://www.iccatholic.org)

<b>Principal</b>	Kathleen Steele	steele@iccatholic.org	586-725-0078 Ext. 213
<b>School Secretary</b>	Chris Wnuk	wnuk@iccatholic.org	586-725-0078 Ext. 210
<b>School Organizations</b>	<i>Please call the School office for contact information</i>		

### FAITH FORMATION OFFICE

<b>DRE</b>	Jane Petitpren	petitpren@iccatholic.org	586-725-1762
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## MASS SCHEDULES

<b>Weekend</b>	Saturday 4:30 pm Sunday 8:00 am, 10:00 am & 12:00 pm
<b>Holy day</b>	9:00 am, 11:00 am & 7:00 pm
<b>Daily</b>	Tuesday thru Saturday - See Mass Intentions, weekly bulletin or visit <a href="http://www.iccatholic.org">www.iccatholic.org</a> .
<b>Confessions</b>	Saturday 3:00 pm to 4:00 pm and upon request Wednesday after 8:30 am Mass
<b>Baptisms</b>	Designated Sundays of the month following Noon Mass. Please come to the parish office to register.
<b>Marriages</b>	Arrangements must be made with the priest at least 6 months prior to wedding.



Mark your calendars!

**July 15-17, 2011**

**Festival Info (586) 725-1762**

**[www.iccatholic.org](http://www.iccatholic.org)**

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**SAVE THE DATE**

**10 · 2011**





ANCHORVILLE

# IMMACULATE CONCEPTION CATHOLIC SCHOOL

*Academic Achievement, Anchored in Faith*



## Mission Statement

Immaculate Conception Catholic School Promotes a/an

**C**aring Community

**H**ome for the active mind

**R**espectful, responsible citizens for a global society

**I**ndividual love for life-long learning

**S**trong value-based academic curriculum

**T**rust in the Word of God

## Catholic Faith-based Education

- Nationally-normed Assessment Scores in the top 15th Percentile
- State Certified, Caring and Dedicated Teachers
- Preschool
- All-day Kindergarten
- Strong Junior High Curriculum
- Foreign Language
- State-of-the-art Computer Lab
- National Junior Honor Society
- Student Council
- Academic Olympics
- Accelerated Reader and Math
- Music, Art, P.E. and Technology