

FOURTH SUNDAY OF ADVENT

LOOKING AHEAD: The Lord has come!
Let us rejoice!

BARSTOW COLLEGE COMMUNITY CHORUS:
presents AMAHL AND THE NIGHT
VISTORS. A Christmas Opera, in
One Act by Gian-Carlo Menotti
Barstow College Student Center
Friday, Dec. 16 at 8:30 p.m.
Saturday, Dec. 17 at 8:30 p.m.
Sunday, Dec. 18 2:30 p.m.
Admission Free, Public Invited.

YOUTH PRAYER GROUP BAKE SALE:
Sunday, Dec. 18th after all
Masses in the Meeting Room.
Refreshments are free!

L.C.C.L.: regular monthly
meeting Wednesday,
Jan. 4th, 9 a.m. at the
home of Dottie Blasche 25617
Ash Road, Lenwood.

BLOOD BANK: TUESDAY, DEC. 21st.
from 4:00 - 7:00 p.m.
at the Conference Room of the
Barstow Community Hospital. Please
indicate that your donation is for
St. Joseph's Blood Bank.

SPECIAL THANKS: to all of the
parishioners who
were so thoughtful to bring flowers
to our Lady of Guadalupe on Dec. 12th.

HELP IS NEEDED: anyone willing to
help clean the Church, come to the
Church on Wed., Dec. 21st at 9:00 a.m.

18 de Diciembre de 1977

MARRIAGE ENCOUNTER: Do you feel
like the world
is closing in on you with the every
day problems of raising a family?
Do you think your spouse is not
understanding enough? Come to
information nite on Sunday,
Dec. 18th at 7:00 p.m. in
MSJ school library.



NATURAL FAMILY PLANNING

for couples who
prefer totally natural but very
effective method of child spacing
Introductory class in Meeting
Room, January 10, 1978 at 7:30 p.m.

THE PARISH PILGRIM: will be in
the home of
Mr. & Mrs. Lauriano Romero,
34781 Birch Road. Block rosary
Sunday, December 18th at 6:00 p.m.

THE ALTAR & ROSARY SOCIETY: will
have their Christmas
party on Dec. 19th (Monday) in
the Meeting Room, at 7:00 p.m.

WEDDING BANNS
Richard Morgan & Christine Brown

POSADAS: Everyone will meet in
Room 13, Wednesday,
December 21st at 6:30 p.m.

PROXIMAS LECTURAS: Ya llevo el
Senor!
Alegremonos en El!

L.C.C.L.: Reunión mensual el Miércoles,
dia 4 de Enero a las 9 A. M.
en la residencia de la Sra. Dottie
Blasche al 25617 Ash Road, Lenwood.

BANCO DE SANGRE: El Martes, dia 21 de
Diciembre de las
4 P.M. a las 7 P.M. en la sala de
conferencias del Hospital de Barstow.
Indique que quiere usted que se
acredite al banco de sangre de la
iglesia San José.

ENCUENTRO MATRIMONIAL: Cuando los
problemas
se hacen insoportables o su conyuge
parece que ya no es comprensivo,
haga recurso al Encuentro Matrimonial.
Pida detalles en la reunión informativa
que se tendrá el Domingo, dia 18 de
Diciembre a las 7 P.M. en la sala
biblioteca de la escuela parroquial.

PLANIFICACIÓN FAMILIAR: INFORMACIÓN
SOBRE LA FERTILIDAD HUMANA: Este
programa es para las parejas que
prefieren un método conforme a
la naturaleza. Habrá una reunión
introductiva en el salón el dia
Martes, 10 de Enero a las 7:30 p.m.

BAWAS DE MATRIMONIO
RICHARD MORGAN & CHRISTINE BROWN



CORO UNIVERSITARIO DE BARSTOW:
El grupo coral de
Barstow College presenta su
programa navideño con las
obras AMAHL Y HUESPEDES
NOCTURNOS. Se trata de la
obra en un acto de Gian-Carlo
Menotti. El programa tendrá
lugar en el salón estudiantil
de Barstow College el Viernes,
dia 16 de Diciembre a las
8:30 p.m.; el Sábado, dia 17
de Diciembre a las 8:30 p.m.
y el Domingo, dia 18 de
Diciembre a las 2:30 p.m.
La entrada es gratis y se
invita al público en general.

MESA SERVIDA (BAKE SALE) DEL
GRUPO JUVENIL DE ORACION:
El Domingo, dia 18 de
Diciembre después de todas
las Misas, en el salón de
reuniones.

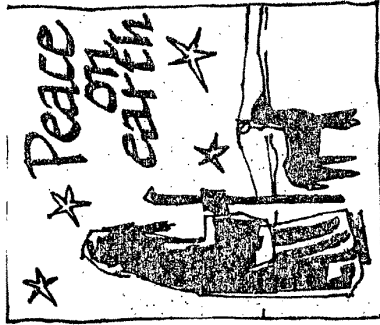
SOCIEDAD DEL ALTAR: Tendrá
su programa
y reunión de Navidad el
Lunes, dia 19 de Diciembre a
las 7 p.m. en el salón de
reuniones.

POSADAS: Los que participan
de las Posadas se
agruparan en el aula N. 13,
el Viernes, dia 21 de
Diciembre a las 6:30 p.m.

WHO TO CALL FOR MORE INFORMATION

Altar and Rosary Society	Kathleen Fuhmeister	256-2312
	Kathy Gray	256-6673
Baptism Program	Ray & Lucille Lucero (Spanish)	256-1165
	Bob & Joyce Rittman	256-4377
	Jim & Marianne Treese	256-3047
Blue Army	Edith Rodriguez	252-3192
Charismatics	Vergal Parker	256-6755
Choirs: Spanish (8:00)	Lucille Lucero	256-1165
Adult (9:30)	Jacque Jessberger	256-2323
Folk (11:00)	Karen Rittman	256-4377
CEB	Gonzalo Vasquez	256-2687
Cursillo	Margo & Martha Saenz	256-6453
Education Committee	Beverly Venner	252-2458
Girl Scouts	Alice Thonssen	252-3816
Knights of Columbus	Dick Meder	256-2596
Legion of Mary	Jo Baca (Pres)	252-3193
	Edith Rodriques (Vice Pres)	252-3192
	Rizalina Porras	252-2643
	Paula Yslas	256-0295
Music Coordinator	Phyllis Kolbly	253-2477
Natural Family Planning	Barbara McCoy	256-6818
Parent Effectiveness Training	Don Rowley	252-2595
Parent Teacher Group (PTG)		
Parish Council	Ernie Griego	253-7467
	Dick Kolbly	253-2477
Pre-Cana	Fred & Cindi Yslas	
Spanish Prayer Group	Heribeto Rojas	252-0727
Ushers	Frank Chechak	256-0727
Youth Group		
Pro Life	Margie Phillips	252-3259
	Mary Elkins	

If you have any additions or changes to this list please call Phyllis Kolbly, (253-2477) or leave the information at the Rectory (256-6818)



CHRISTMAS SCHEDULE 1977

CONFESSIONS:

Saturday, December 17
11:00 to 12 Noon, 3:30 to 5:00 p.m.
7:00 to 8:00 p.m.

Wednesday, December 21
6:30 to 7:00 p.m.

Friday, December 23
6:30 to 7:30 p.m.

Saturday, December 24
11:00 to 1:00 p.m., 3:00 to 5:00 p.m.

Saturday, December 31
11:00 to 1:00 p.m., 3:00 to 5:00 p.m.

NO CONFESSIONS SATURDAY EVENING
CHRISTMAS or NEW YEAR'S EVE

CHRISTMAS MASSES
Saturday, December 24—Christmas Eve
6:00 p.m.
8:00 p.m.
11:30 p.m.
12:00 a.m.

Sunday, December 25—Christmas Day
7:00 a.m. (Organ & Singing)
8:00 a.m. (Spanish Mass with Spanish Chant)
9:30 a.m. (Organ & Congregation)
11:00 a.m. (Guitar & Congregation)
6:00 p.m. (Guitar & Congregation)

NEW YEAR'S - SOLEMNITY OF MARY
December 31, New Year's Eve
6:00 p.m. & 7:30 p.m.

January 1, New Year's Day
7:00 a.m., 8:00 a.m., 9:30 a.m.

MONTH DECEMBER YEAR 1977

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAURDAY
			1 CEB-NMR 7:30 pm	2 Spanish Prayer Meeting 7:00pm	3 10:00am Baptismal Mass	
			4 Youth Group 7:00 pm	5 PTG Board Mtg Noonan Hall 7:30 pm	6 PTG Board Mtg Noonan Hall 7:30 pm	7 Youth Group 7:00 pm
			8 Feast of the Immaculate Conception 8pm NMR 1st Communion Facilitators	9 Spanish Prayer Meeting 7:00pm	10 Spanish Prayer Meeting 7:00pm	11 Youth Group 7:00 pm
			12 Youth Group 7:00 pm	13 Youth Group 7:00 pm	14 Parish Council Meeting 7:30pm	15 Christmas Program 7:30pm
			16 Youth Group 7:00 pm	17 Spanish Prayer Meeting 7:00pm	18 Spanish Prayer Meeting 7:00pm	19 Youth Group 7:00 pm
			20 Youth Group 7:00 pm	21 Parish Council Meeting 7:30pm	22 CEB-NMR 7:30pm	23 Spanish Prayer Meeting 7:00pm
			24 Youth Group 7:00 pm	25 Christmas Day	26 Altar & Rosary X-mas Party 7:00-NMR	27 Altar & Rosary X-mas Party 7:00-NMR
			28 Youth Group 7:00 pm	29 Spanish Prayer Meeting 7:00pm	30 Spanish Prayer Meeting 7:00pm	31 Mass at Rest- home 9:45-11

The Generosity of these Merchants have made this Bulletin possible.
PLEASE PATRONIZE THEM

<p>ED WERNER CHEVROLET Chevrolet Sales and Service We lease all makes and models Rimrock and Montara Barstow 256-2501</p>	<p>Del Fried Chicken ENJOY THE NEW TASTE OF SPECIALLY PREPARED FRESH FRYERS PHONE ORDERS TAKEN CALL 256-0113</p> <p>405 No. First Street Next to Del Taco, Inc. Owned & Operated By Del Taco, Inc. Edward E. Hestberth</p>	<p>Victorville Monument Company Monument Sales Why pay high prices somewhere else Compare Prices Home & Office 245-8164 Victorville, CA</p>
<p>Shop at your Friendly Alpha Beta in Barstow, California</p>	<p>Knights of Columbus 1914 GARDEN CIRCLE, No. 129 Barstow, California For Hall Rental & Membership Information Call 256-2596</p>	<p>CROSSL RECALL PRS 981 L. WILSON Bldg., Calif. PHONE 256-1948 AutoAmerica - Master Charge</p>
<p>Peta's For the Very Best in Hair Styling St. Bonaventure School of Beauty OPEN 4 DAYS A WEEK CLOSED SUNDAY FIRST ST. 256-5130 BARSTOW, CA 92011</p>	<p>SAHARA DORIS REALTY Bob Crooks Bus. Phone 256-5001 Res. 252-2630 332 S. Second Street Rentals Homes-Ranches MLS Acreage Leases Income Properties Used Mobile Homes</p>	<p>MEAD Montoya 101 EAST MAIN STREET FIRST FEDERAL BUILDING 256-2225 256-2226 256-2228</p>
<p>ZIEMER & THOMPSON PLUMBING Sales Service Water Heaters, Disposals, Faucets Fixtures, Frings, Valves & Parts 221 North First Street, Barstow, Ca Call 256-5421 Bank Americard and MasterCard Change Honor!</p>	<p>Andrew J. Jaramillo C. L. U. Life Insurance Tax Shelter Business Insurance Estate Planning Phone 256-0606</p>	<p>EL-MAE STUDIO Multi Media Artist Sculpture in all Materials Paintings in all Media 256-6636</p>

REV. WILLIAM S. HART
REV. MARION COSLOWSKY REV. JOHN SIERRA

RECTORY
595 E. Mountain View
Phone: 256-6818

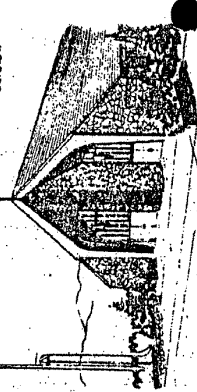
SCHOOL
555 E. Mountain View
Phone 256-2397

CONVENT - 256-3237

CCD CLASSES:

Grades K-5 9:30-1:30 p.m. Wednesday
Grades K-8 10:11-15 a.m. Saturday
7-8 p.m. Tuesday

Saint Joseph's Catholic Church
Barstow



THIS WEEK'S MASS INTENTIONS

MONDAY, DECEMBER 26, 1977
6:30 a.m. Carmen Cozta & fam.
8:00 a.m. Robert Speer

TUESDAY, DECEMBER 27, 1977
6:30 a.m. Mañizale Echamendy RIP
8:00 a.m. Joseph Kolbly RIP

WEDNESDAY, DECEMBER 28, 1977
6:30 a.m. Sacred Heart of Jesus
8:00 a.m. Frank Sanchez RIP
7:00 p.m. Mrs. Ramona Hidalgo RIP

THURSDAY, DECEMBER 29, 1977
6:30 a.m. Esther Sullivan RIP
8:00 a.m. Nonce Gallegos RIP

FRIDAY, DECEMBER 30, 1977
6:30 a.m. Infant Jesus of Prague
8:00 a.m. Jim Murphy

SATURDAY, DECEMBER 31, 1977
8:00 a.m. Nonce Gallegos RIP

* SUNDAY MASSES - (Saturday night, 6:00 p.m.) 7:00, 8:00 (Spanish), 9:30, 11:00 a.m. and 6:00 p.m.
* DAILY MASSES - 6:30, 8:00 a.m. - SAT. 8:00 a.m.
* HOLY DAY MASSES - 6:30, 8:00, 9:30 a.m., 12:00 noon, 5:00 and 7:00 p.m.
* CONFESSION SCHEDULE - Saturdays - 11:00 to 12:00 noon, 3:30 to 5:00 p.m. and 7:00 to 8:00 p.m.
* MASS and HOLY FAMILY DEVOTIONS - Wednesday, 6:45 p.m.
* BAPTISMS - Call Rectory well in advance.
* MARRIAGE - Call the Rectory 3 months in advance.

"YOUR PRIESTS ARE AT YOUR SERVICE"

CHRISTMAS

CHRISTMAS MESSAGE: May we extend to you our warmest and most sincere wishes for a happy and holy Christmas and our blessings for a prosperous New Year. During the Masses on Christmas Day, we will have a special remembrance for you and your families. May we ask that you make the gift complete by receiving Our Lord in Holy Communion. May you and your families experience the joy of the Christ Child during this holy season.

Sincerely in Christ,
Rev. William S. Hart, Rev. Marion M. Coslowsky
Rev. John A. Sierra



THE FATHERS AND SISTERS: as well as all personnel of St. Joseph's Parish unite in wishing you and those you love the peace and joy of the Father and His Word and Their Spirit. May God bless you always, but particularly during this holiday season.

CHURCH CALENDARS: Are available today at the doors of the church. This year we are asking you to donate 25¢ for your calendar. You will find a basket sitting on the table beside the calendars. The money will be given to the St. Vincent de Paul Society to aid the needy of our parish. If you can not afford the 25¢ - take the calendar anyway.

THE PARISH PILGRIM: will be in the home of Mr. & Mrs. John Yslas
1470 Nancy St. Block rosary will be Monday,
December 26th at 4:00 p.m.

WEDDING BANNS:
Richard Morgan & Christine Brown

FOR CHRISTMAS LIGHT UP

SOMEONE'S LIFE



25 de Diciembre de 1977

MENSAJE DE NAVIDAD: Sinceramente les queremos expresar nuestros saludos cordiales y las felicitaciones y augurios de una feliz pascua de Navidad y nuestras bendiciones y mejores deseos de un prospero y feliz Año Nuevo. En las Misas de la Navidad los recordaremos a ustedes y sus intenciones. Al hacer su ofrenda de aguinaldo haga su donativo completo con recibir la Sagrada Comunión en honor de Jesus Nino. Que usted y sus familiares gocen de la alegría y experimenten el jubilo del Nino del Pesebre que es Dios, durante esta época santa.

Suyos en el Señor,
Rev. William S. Hart Rev. Marion M. Coslowsky
Rev. John A. Sierra

LOS SACERDOTES Y LAS HERMANAS: y asimismo todas personas que forman parte de los equipos parroquiales al unisono les desean a los feligreses que el amor, la paz y la alegría que son propios de este tiempo santo, y se lo deseamos en el Padre, en el Padre, en su Verbo y el Espiritu Santo.

CALENDARIOS PARROQUIALES (almanaques): Los pueden conseguir en la puerta del templo parroquial. Se les pide que contribuyan con 25 centavos por almanaque que pueden depositar en la canasta en la mesa en donde estan los almanaques. El donativo es para la obra de San Vicente de Paul para ayudar a los mas necesitados. Pero es que no puede dar ni los 25 centavos. Pues lleve el almanaque a su casa lo mismo.

LA IMAGEN DE LA VIRGEN PEREGRINA: Estara en Senores John Yslas al 1470 de la calle Nancy. El Rosario en comun tendra lugar el Lunes, día 26 de Diciembre comenzando a las 4 P.M.

THANKSGIVING
November 25, 1976

Today, we gather as a family to celebrate the Eucharist, and you also will probably gather later to share a meal and remember the many gifts that God has given you. In keeping with the spirit of thanks and thanksgiving, we felt that you might like to offer a special prayer with your meal today. The following seemed most appropriate:

Blest are you, Lord, God of our fathers.
Through your goodness we enjoy the fruits of the earth
and share the loving gifts of family and friendship.
We ask your blessing on (our guests), our table and our home.
We offer thanks for the love with which this festive meal was
prepared, and for the love and joy which bring us together.
In gratitude for your continued care over us,
make us mindful of the needs of others,
that we may show our thanks in the manner of our living.
May our hearts be filled with love and praise,
as we pray in your holy name.

Amen

Have a good Thanksgiving,

Your priests at St. Joseph's

THANK YOU

1. Sun came through my window and I faced it with a smile;
Turned my eyes to the rising sun...
I love the life I'm living, yes, I cherish every day;
And every moment, Lord, I thank you for your love.
Heard your voice and felt your touch in the whisper of the wind;
seen your face in the starry sky...
I believe the fragrance of the mountains in the rain
Is the nearest thing to heaven I can find.

Refrain:

I want to thank you for the life you've given me;
Thank you for the freedom to be free.
I never knew what freedom was
Until you filled me with your love
Now my life is all I hoped that it would be...
I want to thank you for the life you've given me.

2. People live and people die, yet they never seem to find
Never seem to find just what they're living for...
They live their lives from 8 to 5 and the movie of the week;
They never realize God offers so much more.
The mountains and the deserts, and the flowers and the trees,
A child who sleeps in momma's arms...
Songs and smiles are things that I will treasure all my life
And in my winter years the memory will make me warm.



the earth is the lord's and the fullness thereof

BYRONIAN
and O
1970-1971
1972-1973

ST. JOSEPH'S CHURCH

505 Mountain View
Barstow, CA 92311

Dear Parishioners:

May we extend to your our warmest and most sincere wishes for a happy and holy Christmas and our blessings for a prosperous New Year.

During the Masses on Christmas Day, we will have a special remembrance for you and your families. May we ask that you make the gift complete by receiving Our Lord in Holy Communion.

We are most grateful for your generosity during the past year. God is never outdone in giving and will bless and reward you greatly for your many sacrifices in behalf of your Church.

May you and your families experience the joy of the Christ Child during this holy season.

Sincerely in Christ,

Rev. WILLIAM S. HART

Rev. MARION M. COSLOWSKY

Rev. JOHN A. SIENKA

CHRISTMAS SCHEDULE 1977

CONFESSIONS:

Saturday, December 17
7:00 to 12 Noon, 3:30 to 5:00 p.m.
7:00 to 8:00 p.m.
Wednesday, December 21
6:30 to 7:00 p.m.
Friday, December 23
6:30 to 7:30 p.m.
Saturday, December 24
11:00 to 1:00 p.m., 3:00 to 5:00 p.m.
Saturday, December 31
11:00 to 1:00 p.m., 3:00 to 5:00 p.m.

NO CONFESSIONS SATURDAY EVENING CHRISTMAS or NEW YEAR'S EVE

CHRISTMAS MASSES

Saturday, December 24—Christmas Eve
6:00 p.m. Children's Mass
(Adults allowed)
8:00 p.m. Spanish - English
Bilingual
11:30 p.m. Christmas Carols
(Adult Mass)
12:00 a.m. (Adult Choir)

Sunday, December 25—Christmas Day
7:00 a.m. (Organ & Singing)
8:00 a.m. Spanish Mass with
Spanish Choir
9:30 a.m. (Organ & Congregation)
11:00 a.m. (Guitar & Congregation)
6:00 p.m. (Guitar & Congregation)

NEW YEAR'S - SOLEMNITY OF MARY

Holy Day of Obligation

December 31, New Year's Eve
6:00 p.m. & 7:30 p.m.
January 1, New Year's Day
7:00 a.m., 8:00 a.m., 9:30 a.m.,
11:00 a.m., & 6:00 p.m.



Holy Christmas



No. 5761

St. Joseph, Barstow

Founded in 1914 and church built as a mission. Became a full parish in 1921. Second church built in 1941. Third church built in 1966. Address: 505 East Mountain View Avenue, Barstow, CA 92311.

PASTORS

1914 - 1921: Mission status
1921 - 1928: Rev. Charles T. Kerfs
1928: Rev. Ignatius Cuellar
1928 - 1930: Rev. Leo J. Lambrick
1930 - 1931: Rev. Thomas Tamnyone
1931 - 1932: Rev. L. O'Connor
1932 - 1933: Rev. William Power
1933 - 1935: Rev. Peter Ortiz
1935 - 1937: Rev. J. A. Veggel
1937 - 1948: Rev. Michael Flahive
1948 - 1959: Rev. M. J. Noonan
1960 - 1969: Rev. Charles Young
1969 - 1970: Rev. Patrick Fox
1970 - 1974: Rev. Raymond Kirk
1974 - 1978: Rev. William S. Hart
1978 - 1982: Rev. Robert Buchanan
1982 - 1985: Very Rev. Desmond Ditchfield
1985 - 1987: Very Rev. Gustavo Benson
1987 - : Rev. Peter Vavro, Administrator
1987 - : Rev. Thomas Wallace

		FROM	TO	Remarks
15	Fr. Peter Vavro	← Dec. 1986	Dec 1986	
14	FR. GUSTAVO BENSON	JAN 1985	PRESENT	(2)
13	FR. DESMOND DITCHFIELD	JAN 1982	JAN 1985	(3)
12	FR. BOB Buchanan	DEC 1978	JAN 1982	(4)
11	FR. HART, Wm	JUL 1974	DEC 1978	(4)
10	FR. KIRK, Raymond	JUL 1970	JUL 1974	(4)
9	FR. FOX, Patrick	JUL 1969	JUL 1970	(1)
8	FR. YOUNG, Charles	JUL 1960	JUL 1969	(9)
7	FR. NOONAN	1948	1959	(11)
6	FR. FLAHERTY	1937	1948	(11)
5	FR. J. A. VAN VEGGEL	1935	1937	(2)
4	FR. PETER ORTIZ	1932	1935	(3)
3	FR. THOMAS TANNYONE	1930	1931	(1)
2	FR. LAMBRICK	1928	1930	(2)

FIRST PASTOR:

1	FR. C. T. KERES	1921	1928	(7)
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ST. PHILIPS

	FR. JOHN SIERRA	OCT 1979	JUL 1980	
	FR. JOHN WADELL	JUL 1980	JUN 1983	
	FR. JOE VANDENBERG	JUN 1983	PRESENT	

<u>NAME</u>	<u>YEARS</u>	<u>NAME</u>	<u>YEARS</u>
<u>Fr. Peter Vavro</u>			
<u>Fr. Bob Buchanan</u>			
<u>Fr. William Hart</u>			
<u>Fr. Raymond Kirk</u>			
<u>Fr. Patrick Fox</u>			
<u>Fr. Charles Young</u>			
<u>Fr. Marion</u>			
<u>Fr. John Keith</u>			
<u>Fr. Lawrence Battle</u>			
<u>Fr. John Sierra</u>			
<u>Fr. Frank Ponce</u>			
<u>Fr. Saul Ayala</u>			
<u>Fr. Anthony Dileo</u>			
<u>Fr. Barry Vineyard</u>			
<u>Fr. Anthony Rodrigue</u>			
<u>Fr. Dominic De Pasquale</u>			
<u>Fr. Richard Humphreys</u>			
<u>Fr. Robert Downey</u>			
<u>Fr. Alan Love</u>			
<u>Fr. Ramon Rosales</u>			
<u>Fr. Don Barnard</u>			
<u>Fr. Eddie Hayes</u>			

ST. JOSEPH'S CHURCH

NAME

FROM

TO

Pastors

Fr. Tom Wallace	July 1987	Present
Fr. Peter Vavro	December 1986	July 1987
Fr. Gustavo Benson	July 1985	December 1986
Fr. Desmond Ditchfield	January 1982	July 1985
Fr. Bob Buchanan	December 1978	January 1982
Fr. William Hart	July 1974	December 1978
Fr. Raymond Kirk	August 1970	July 1974
Fr. Patrick Fox	February 1969	July 1970
Fr. Charles Young	July 1960	January 1969
Fr. Noonan	1948	1959
Fr. Flahive	1937	1948
Fr. J.A. Van Veggel	1935	1937
Fr. Peter Ortiz	1932	1935
Fr. Thomas Tannyone	1930	1931
Fr. Lambrick	1928	1930
Fr. C.T. Kerfs	1921	1928

Associate Pastors

Fr. James McLaughlin	July 1987	Present
Fr. Alan Love	July 1985	June 1987
Fr. Saul Ayala	July 1983	June 1985
Fr. Max De la Cruz		
Fr. Eddie Hayes	January 1987	June 1987
Fr. Dominic De Pasquale		
Fr. John Sierra		
Fr. Ramon Rosales		

Fr. Donald Barnd
Fr. Robert Downey
Fr. Anthony Rodrigue
Fr. Anthony Di Leo
Fr. Frank Ponce
Fr. Barry Vineyard
Fr. Lawrence Battle
Fr. John Keith
Fr. Marion Coslowsky
Fr. Richard Humphreys

1957

July 1974

RECORD RETENTION

How Long to Retain Parish Records

<u>Description</u>	<u>Record Retention</u>
Furniture, Fixtures and Equipment List	Permanently
Cancelled Checks	7 Years
File Copy of Machine Checks	7 Years
Check Stubs/Check Register	7 Years
Bank Statements	7 Years
Bank Reconciliations	7 Years
Records of Deposits	7 Years
Count Sheets	7 Years
Contribution Envelopes	Until Balanced with Count Sheets
Computer Print-out of Contributions	7 Years
Vendor Invoices	7 Years
Funds on Deposit Statements	7 Years
Restricted Funds on Deposit Statements	7 Years
Parish Debt Statements	7 Years
Budget	3 Years
Batch Reports	3 Years
Trial Balance	7 Years
Income Statements	7 Years
Balance Sheets	7 Years
Parish Financial Reports	Permanently
Personnel Files	Permanently
MIS/Payroll Reports	Permanently
Time Sheets	7 Years
Fixed Asset File	Permanently

October 22, 1972

St. Joseph Church
Parish Council

November 20, 1972

Regular Meeting
November Agenda

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Council Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VI. Reports of Special Committees
 - A. Pre-Synod
- VII. Unfinished Business
 - A. Catholic Action Report on OLSH Brochure (PC 1.3.2)
 - B. Community Committee Report on intra parish publicity (PC 1.3.3)
- VIII. New Business
 - A. Call of the Assembly
- IX. Adjournment and Closing Prayer

St. Joseph Church
Parish Council

October 22, 1972

MINUTES of the Regular Meeting of the Parish Council, October 22, 1972

The meeting was called to order and the Opening Prayer lead by Father Kirk.

Mr. Vermer lead the flag salute.

Roll call of members. Members excused were

Positions vacant; Representative at large (one office)
and Chairman, Worship Committee. All other members were present.

There being no corrections to the previous meeting minutes, Mr. Ferrick moved they be accepted. Mr. seconded. The motion carried (PC 1.3.1)

V. Reports of Standing Committees. The reports of the standing committees stand as presented with the agenda except:

A. Finance, z-The Finance Committee has need for a member who has an accounting background. All Council members were requested to provide suggestions.

B. Catholic Action, presented an article from the Southern Cross which reported a brochure which has been prepared by the Parish Council of Our Lady of the Sacred Heart. She suggested that a similar project should be undertaken at St. Joseph. Father Kirk requested that obtain a copy of the OLSH brochure for further study. (PC 1.3.2)

C. Education, The C.C.D. continues to sponsor the Parish Adult Renewal (PAR) programs. The last meeting provided an informative presentation on Changes in the Church, a subject often questioned by parishioners. The session was not however, very well attended. All Council members and organization heads are asked to strongly encourage people to attend these well presented and timely P.A.R. discussions.

VII. New Business

(PC 1.2.4) The following motion made by Mr. Castle for the Executive Committee: "That any member of the Assembly may subscribe for mailing of Parish Council Agenda packages by contacting the Secretary of the Parish Council and payment of a two dollar fee to cover postage and handling. Subscriptions will be for a period of one calendar year. Further, that any member of the Assembly who attends a meeting of the Parish Council and indicates a desire to receive the minutes of that meeting shall have the next Agenda package (which contains the requested minutes) mailed at no cost to the Assembly Member." Seconded by Mr. Gramenz, the Motion carried. (PC 1.2.4)

(PC 1.2.3) The anticipated St. Joseph's Corner column in the Desert

Dispatch did not materialize as anticipated. However, articles of both social and religious content will be published based on interest and space availability. Miss Elaine Beauclair is appointed as Publicity Coordinator for the Parish Council. She will advise all Parish Organizations of the services to be provided and deadlines which are necessary. Information will be provided the Desert Dispatch and the Southern Cross.

The Catholic Action Committee is responsible for Publicity relating to the entire civic community. The Community Committee is responsible for information and publicity within our Parish Family. Considerable discussion was provided relative to parish bulletin boards, a parish news letter or paper, etc. The Community Committee will pursue these suggestions and report to the Council during the November Regular Meeting (PC 1.3.3)

Father Kirk suggested that a brief resume of the Council meeting be published in the Church Bulletin on the Sunday following the Council meeting. This task is assigned the Council Secretary (PC 1.3.4)

Nominations were solicited for the vacant position of Representative-at-large (Term expires 1973). Nominations were submitted. Moved the nominations be closed, seconded by Father Rodrigue, the motion carried. (PC 1.3.5)

Moved that election be conducted by secret ballot. seconded, the motion carried. (PC 1.3.6)

Ballots were cast and counting was conducted by Sr. Mary of the Angels. was elected. was seated with the Council (PC 1.3.7)

Mr. Werner appointed as Parliamentarian for the Council (PC 1.3.8)

Call of the Assembly.

explained the difficulties she has observed in St. Joseph children selling Holy Childhood Christmas stamps. She suggested that perhaps an age limit should be set so that very young students would not be selling door-to-door. She also suggested that students be given written material to aid them in understanding the project.

Mr. moved that debate on the subject be continued, Mr. Osborn seconded, the motion carried. (PC 1.3.11)

Father Kirk emphasized that it is the responsibility of the parents to control their children in regard to selling door-to-door since only the parent is in a position to exercise such control. Sr. Mary of the Angels emphasized that all students are members of the society and are eligible to participate. Sr. Mary of the Angeles stated that information is printed on the Holy Childhood stamp package which explains the program.

IX. moved the meeting be adjourned, seconded, the motion carried. (PC 1.3.12) Father Kirk leads the closing prayer.

Respectfully Submitted.

RECORD RETENTION

How Long to Retain Parish Records

Description	Record Retention
Furniture, Fixtures and Equipment List	Permanently
Cancelled Checks	7 Years
File Copies of Machine Checks	7 Years
Check Stubs/Check Register	7 Years
Bank Statements	7 Years
Bank Reconciliations	7 Years
Records of Deposits	7 Years
Count Sheets	7 Years
Contribution Envelopes	Until Balanced with Count Sheets
Computer Print-Out of Contributions	7 Years
Vendor Invoices	7 Years
Funds on Deposit Statements	7 Years
Restricted Funds on Deposit Statements	7 Years
Parish Debt Statements	7 Years
Budget	7 Years
Batch Reports	7 Years
Trial Balance	7 Years
Income Statements	7 Years
Balance Sheets	7 Years
Parish Financial Reports	Permanently
Personnel Files	Permanently
MIS/Payroll Reports	Permanently
Time Sheets	7 Years
Fixed Asset File	Permanently

ST. JOSEPH CHURCH
Parish Council

NOVEMBER REPORT - Education Committee

The Education Committee of the Parish Council met on the second Sunday of November. Members present were Sister Mary of the Angeles, Mount St. Joseph's School.

attendance was

The Committee reviewed the expenditures made by the parish's several educational programs. These expenditures were viewed in the context of the total budget of St. Joseph's Parish. One conclusion of the Committee was that students at our parochial school were getting quality education for a modest expenditure of money per student... Darrel Gramenz assisted the Committee in their review of the budget.

Ways were discussed to encourage greater attendance at Parish Adult Renewal sessions. The Committee recommended that the aid of the Council be enlisted in adopting a plan whereby parishioners would be reminded by telephone of upcoming PAR sessions.

The following reports were submitted by Committee members:

MOUNT SAINT JOSEPH'S REPORT

The month of October brought great excitement to the students and Faculty of Mount Saint Joseph's.

Sr. Maria de los Angeles, R.M.S.S.

ACTIVITIES OF THE PARISH SCHOOL OF RELIGION

The Parish School of Religion presently has an enrollment of 1322 students in the three divisions. The Elementary School Division, grades K-6 has 792 students. Intermediate Division, grades 7-9 has 338 students, and the High School Division, grades 10-12 has a current enrollment of 192 students.

In connection with Mt. St. Joseph's School, a Parent-Educator program has been initiated to prepare children to receive the Sacrament of the Holy Eucharist.

In the Intermediate and Senior Divisions, an elective program is in operation, which allows students a wide choice of related subjects. Each course runs for ten weeks and there are three of these "quarters" each school year. Typically a student will take three different courses a year.

The second quarter of the year will begin on November 27 for the High School Division and on November 28 for the Intermediate Division.

Staffing remains a serious problem in the upper divisions. For a variety of reasons, teachers do not remain for the full school year. At present, it will be necessary to cancel classes in the Intermediate and Senior Divisions at the end of this quarter if new teachers are not located. Also, the lack of support in many cases puts a severe strain on the teachers and students which further degrades the caliber of instruction. With only one hour a week available for instruction, it is necessary to do every thing possible to make that one hour effective.

If additional teachers are not located, it will be necessary for us to turn students away, as there will not be classroom space available for those currently attending. The implications of turning students away from religion classes is not pleasant. The Parish as a whole is not accepting its responsibility toward its youth.

ST. JOSEPH CHURCH
Parish Council

November 20, 1972

NOVEMBER REPORT - Community Committee

This Chairman has spoken with the Facilities Committee Chairman, about the possibility of making, and setting up 3 bulletin boards in the Church for posting up any events or meetings etc, taking place in the Parish.

NOVEMBER REPORT - Pre-Synod Committee

Bishop Mahar has called the Second Synod of the Diocese of San Diego. A synod is a "coming together" or a formal meeting to decide on church matters. This Synod, unlike those you may have heard of in the past, is not to be held only among our priests. This Synod, following the reminders of Vatican II, will involve "the people of God". Everyone, priests, sisters and laymen, will have an opportunity to participate, through submitting recommendations, expressing opinions, active discussion, and evaluation of the results.

The members of St. Joseph Parish may join in discussion and evaluation sessions in the parish. The results of these sessions will be presented to the Synodal Board. The St. Joseph family will also be present, through their representative at the Deanery level. Your ideas and impressions will be expressed through your written comments and the voices of your representative laymen, sisters and priest.

At the Diocese level the laity will be represented by the Diocesan Lay Committee. This Committee will have representatives from each of the 12 Deaneries.

The planning effort for St. Joseph's participation in this Second Synod is the responsibility of the Pre-Synodal Committee.

November 26, 1972

St. Joseph Church
Parish Council

December 10, 1972

Regular Meeting
December Agenda

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Council Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VI. Reports of Special Committees
 - A. Pre-Synod
- VII. Unfinished Business
 - A. Catholic Action Report on OLSH Brochure (PC 1.3.2)
 - B. Community Committee Report on intra parish publicity (PC 1.3.3)
 - C. Education Committee Report on Parish Book Rack (PC 1.4.2)
- VIII. New Business
 - A. Call of the Assembly
- IX. Adjournment and Closing Prayer

28 November 1972

SUBJECT: St. Joseph's Book Stands

Several years ago I was challenged with several questions which crushed my weak religious foundation. To complicate the problem I was attending college where I learned that there was a scientific explanation for everything without any need for GOD.

After many years of searching for answers, I have found several good books which have been of considerable help. I am happy to see some of my favorite books, and other excellent ones, appear on book racks in our Church.

I am sure that many of our parishioners have had similar experiences, or at least have some questions. I hope to suggest a program for St. Joseph's that will cause people to look inside the Church for their answers rather than to take the long and uncertain route that I have followed. Basically the idea is to provide a vast assortment of books and pamphlets that are readily available to everyone in the parish.

First I will list what I consider to be problems with the present system:

1. Some prices are too high: Some people don't read beyond the price tag. Others are reluctant to buy a second book after paying too much for one that they didn't like.
2. Not enough variety: There should be books for everyone - the young, the old, the sick, the non-believer, the "Lukewarm Catholic" and etc.
3. Lack of reserve stock: A few people snatch up the good books as soon as they hit the stands leaving second rate ones for the casual observer. I have watched several good books appear one time, but never replaced.
4. Lack of feed back: once a book leaves the shelf it may end up as a favorite or in the trash can, without the knowledge of the librarian.

What can we do? - I propose the following:

1. Cut the prices on many of the books and offer a 50% credit on all books returned to the book stand.
2. Put a "stuffer" in the bulletin advertising the program. Ask for suggested reading material, see Attachment "A".
3. Place a questionnaire in each book or pamphlet for the readers evaluation, see Attachment "B". If a book continuously gets bad ratings it should be dropped.

I anticipate several objections to this program. I would like to comment on a few of them:

1. Too costly: It can be costly if it is successful in which case it is a bargain.
2. Why not have a free library instead? Good question but where do we find the free librarians. A library must be closely controlled or the books will be lost.
3. The Church will be cluttered with shabby returned books. Again if this happens we will have succeeded.

This problem should diminish as the poor books are "weeded out." I hope you will consider my ideas and try to improve on them. I have made these suggestions because I believe the reading/education program is so important.

ATTACHMENT "A"

We have started a new self-educational program at St. Joseph's which we hope will benefit everyone in the parish.

Our goal is to provide a large selection of really good books and pamphlets for the parishioners who want to help themselves.

To encourage you to read, we have reduced the price of many of the books now on sale and offer a 50% credit on any books you return to the book stand.

You will find a questionnaire in every book. We would appreciate your opinion on each book you read. This will help us to determine which books to reorder.

If you know of any good books or want to suggest material that is not being carried on our book stands please call 256-XXXX.

ATTACHMENT "B"

ST. JOSEPH'S BOOK REVIEW QUESTIONÉER

Please give us your opinion of this book by answering the following questions. Drop this form in the collection basket on Sunday.

Name of Book _____ Date _____

_____ Excellent	_____ Too Deep
_____ Good	_____ Too Shallow
_____ Fair	_____ Just Right
_____ Should Be Discontinued	
_____ Interesting	_____ For Everyone
_____ Hard to Follow	_____ For Young People
_____ Didn't Interest Me	_____ For Older People
_____ Didn't Finish Book	_____ For The Nonbelievers
	_____ For Sick
_____ Easy Reading	_____ Other, Please Explain
_____ Difficult but OK	
_____ Too Difficult	

Optional Information _____

Not Necessary: Your Name _____

Write comments on this book and recommendations on the back.

Phone _____

St. Joseph Church
Parish Council

December 10, 1972

DECEMBER REPORT
Education Committee

The Parish School of Religion has started its second quarter in the intermediated and High School Divisions. The Elementary Division is completing its sales program of Holy Childhood Stamps, the proceeds of which are used for the support of the missions. St. Joseph's Parish School of Religion, as well as Mt. St. Joseph's School, has for many years been a supporter of the Holy Childhood. To date the PSR has collected approximately nine hundred dollars this year for the activity. Also, the elementary division has assisted the Alter and Rosary Society with its Christmas Basket project. Children offered their gifts for the Christmas Baskets at a special mass.

On January 6, 1973 the CCD is sponsoring a pot-luck supper social event for all the PSR and CCD people and their spouses. This will take place at 7:30 P.M. in Noonan Hall. There will be singing and other festive happenings. All should find this a fine way to end the Christmas Season.

The problem of insufficient personnel is still with us. Some of our classes are overloaded, and support personnel are lacking, which results in a lowering of the quality of instruction. The Assistant Teacher, Secretary, Home Visitor, Hall Guard, Projectionist, etc., are just as important to a successful program as the teacher. If one person does not show up, an entire class is disrupted. The remaining Staff becomes frustrated; instruction is further degraded. Dependable people are essential. Some positions are easier than others, but there are NO unimportant positions in Religious Education.

Instruction in the Parish School of Religion will begin after the Christmas Holiday on January 6th (Elementary), January 8th (High School), and January 9th (Intermediate). By Christmas the High School and Intermediate Divisions will be three weeks into the second quarter.

St. Joseph Church
Parish Council

December 10, 1972

DECEMBER REPORT
Pre-Synod Committee

The Pre-Synodal Committee has held several initial information sessions with various parish organizations. The results of these meetings were encouraging. The positive attitude of St. Joseph's parishioners was passed on to the representatives from other parishes within our Deanery.

Plans are currently under way to prepare for the Pre-Synodal Sundays on January 14 and 21. The newly formed Youth Group has joined in this effort. Their posters are currently in the Church and soon will be seen throughout the parish. Other organizations will be contacted for additional assistance in conducting the Pre-Synodal Sunday activities. Additional material relating to the liturgy of this effort should be available from the Diocese in early January.

The Pre-Synodal Committee will present the plan for establishing a permanent Parish Council Executive Committee prior to January 14. The Synodal Board must be established during February 1973 as early as possible. The Parish Synodal Board must select Parish Representatives to the Deanery Synod Board and leaders for Parish "speak-up" sessions. The parish "speak-up" leaders will be given special training for their effort. Initial organizational efforts should be completed at Deanery and Diocesan levels during March 1973.

December 17, 1972

St. Joseph Church
Parish Council

January 20, 1973

Regular Meeting
January Agenda

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VI. Reports of Special Committees
 - A. Pre-Synod
- VII. Unfinished Business
 - A. Education Committee Report on Parish Book Rack (PC 1.4.2)
- VIII. New Business
 - A. Confirmation of the Parish Synodal Board (See Exec. Comm. Report)
 - B. Request for Objectives and projected schedule of activity from Council Committees. (See Executive Committee Report)
 - C. Call to the Assembly
- IX. Adjournment and Closing Prayer

St. Joseph Church
Parish Council

January 21, 1973

COMMITTEE REPORTS, January Meeting

COMMUNITY Committee

The Lenwood Catholic Community League continues to grow in its enthusiastic activities, with a recent successful "Swap Meet" held by this group on December 15th and 16th, at the Lenwood Fire Hall. Items not sold, were donated to the Mentally Retarded Ass'n.

The proceeds of the "Swap Meet" were used to help defray the cost of the Community Potluck dinner held December 16th at the Fire Hall with 51 persons attending. There are 104 families registered in this area, and it is hoped that everyone will be present in their next venture. It was very encouraging to have Fr. Kirk attend the dinner and speak to the group. He asked each family to introduce themselves. Santa's appearance, and distribution of candy delighted the children. Door prizes were won by _____ and _____

A special thanks to the men in the group, for being so helpful in bringing and setting up of items for the "Swap Meet" also in setting up the tables for the dinner, and the final clean-up of the building.

Advertizing of the two events included items in the Church bulletin, Desert Dispatch, San Bernardino Sun, the two Radio Stations, posters in business places and T.V. Channel 3.

Other activities of members of this group include many hours of donated time at the Convalescent Home, saying the Rosary and visiting with the patients. Hopefully, Mass on a regular schedule might be said for these deserving people. The Mentally Retarded Association, the Mental Health Clinic, and the Barstow Community Hospital also receive numerous hours from some of the Lenwood parishioners. The above mentioned organizations are all worthwhile, and deserving of any time donated in their behalf, and are grateful for the efforts.

A meeting was held on January 8th by the LCCL to formulate plans for an evening Mass and Potluck dinner early in February. Parishioners from Grandview and Hinkley are being asked to join the Lenwood group in these events.

With Fr. Kirk's approval, _____ has been named to represent St. Joseph's Church in the Barstow "Church Women United" organization. Miss Beauclaire will be serving as Secretary of said organization for the coming year. Since the purpose of this organization is to bring about a better understanding between faiths, and uniting in the spiritual and civic work undertaken by this group, it is the hope of this Chairman that more of our parish women will become involved in this organization and attend the meetings, thus bringing about a better relationship with our fellow Christians, for isn't this what Ecumenism is all about?

I wish at this time to apologize to the Newberry Springs area representatives and parishioners for not reporting to the Council about their activities early in November. I am truly sorry for the oversight. This group held their Bazaar and Dinner early in November. They hold only two events during the year, "The Apricot Festival" and the Annual Bazaar and Dinner. The proceeds from these two events go towards building the Church, which they are doing little by little with a lot of volunteer labor from many parishioners.

CATHOLIC ACTION Committee

The Catholic Action Committee met Wednesday January 10, 1973. Only three members were present. We discussed a meeting date. It was decided to meet every second Wednesday at 8:30 PM in Room 12. We are expecting reports from

Knights of Columbus, Blue Army,
Legion of Mary, St. Vincent De Paul, and
Welcome Chairman. We are at a standstill with our Brochure, every one likes it but we have not received an OK from our President as of now to put them into action.

Legion of Mary activities for the months of Nov. and Dec are as follows;

Our Lady of Lollitude Persidia has six active members. In the past two months Nov and Dec 1972, three members taught C.C.D. on Saturdays. One teaches private instruction of our faith. One makes regular visits to the Convalescent Hospital and says private prayers for the sick. The last, works with the Blue Army. We all sell religious articles on the last Sunday of each month at all Masses.

Our Lady of the Sun Persidia members teach C.C.D. and work as secretaries in the C.C.D. office. One member gives transportation to a family to Church every Sunday. Two members instruct non-Catholics in our faith. Whenever possible, once a week some members visit the Convalescent Hospital.

EDUCATION Committee

The Education Committee to the Parish Council met on January 14. Present were Sistem Mary of the Angeles, MSJ School, Newman Club,

The group further evaluated the financial subsidy given to the parochial school. A proposal regarding the Parish Book Rack was discussed. and were to make the necessary arrangements to provide the parish with a current list of officers for the Confraternity of Christian Doctrine. There was further discussion regarding the staffing of the Schools of Religion. They agreed to draw a list of critical needs. It was suggested that further efforts be made to contact parish members who are public school teachers and enlist them in the P.S.R. Also, efforts should be made to recruit parishioners for specific P.S.R. jobs during Stewardship '73.

The Newman Club of Barstow College and St. Joseph's Catholic Church has been in existence since September of 1970. Throughout the years the club has been active in various activities for the community, college and the Church.

Newman members have taken part in welcoming parties at the beginning of each New School year, an end of the year party for high school seniors participating in the C.C.D. program, sending a Catholic boy to camp, helping with the Parish Council elections, sponsoring of a Newman Mass, 6:00 PM on Sunday evening, providing the music, and holding their meeting afterwards. They have also collected food for an orphanage in Mexico, singing at Saturday evening masses at the Marine Base Chapel, providing guest speakers and discussion groups on Today's Topics as well as a variety of activities for its membership. The club also held a raffle and had a showing of an NBC Special movie. The Club is open to all college age students.

P.T.G.

I think the following quotes from the Constitution and a partial, brief summary of our activities will give you a good idea of the contributions of our organization.

"The object of this organization shall be:

To coordinate the spiritual and educational forces of the home and school in a program of Catholic child training.

(a) To understand and promote Catholic ideals of home life.

(b) To offer parents the opportunities for continued study through the channels of a Parent Education Program.

(c) To promote an interest in Catholic schools among others

To work toward a program of Catholic Action and thus promote Christian living in the community."

To meet these objectives, the PTG has a wide variety of activities. For example, through cooperation with the MSJ staff, the library has been staffed and given a budget of \$1,400.00. The ordering, cataloging, and filing of books and supervision of students are organized smoothly. Over 400 students may use a growing center of knowledge on a planned basis.

In addition, \$2,100.00 has been allocated for the purchase of instructional supplies and materials, e.g., projectors, tape recorders and flutes. Sewing classes, staffed through the PTG, help prepare students in the home economics area. This program continues to be a success, as shown by the annual fashion show in the spring and periodic evaluations of clothing by BUSD personnel.

The Field Trip Chairman, drawing on personal experience and BUSD folders, is organizing a list of a wide variety of educational places into a file to be made available to each staff member of MSJ. An extensive Girl Scout and Brownie program has been created through this organization.

This year the health program has been improved. Health records are currently being brought up to date, and with the assistance of staff and members of the community, eye and ear examinations are being given to selected grades. The School Patrol continues to assist students at intersection of Mountain View and 7th, and near the parking lots, while the Block Mothers program assists troubled students walking to and from their homes.

Athletics are an important part of the school program. The PTG organized and staffs the volunteer PE program. The gym was developed with organization help and funds. Teams in football, basketball and wrestling have been organized for boys, and volleyball for girls.

Adult Christianity is developed through participation in these, and other activities. The Religious Chairman carefully plans prayers for the general and advisory board meetings. The programs for the monthly meetings are entertaining and spiritually educational and informative. In September and October, the members met the staff and thanked them for their efforts. In November, the Superintendent of Schools gave an interesting talk. In December a spiritual program of art and vocal music was presented. "Parent Effectiveness" was the topic for January's meeting, and an Agape is scheduled for March.

No attempt has been made to include all PTG activities and programs. Likewise, no attempt has been made to thank any of those who participate - only God and the students can appropriately do that. Happily, smooth relations with the MSJ staff make success possible.

I hope that from this summary of PTG activities, you can see that the organization performs a vital function in the operation of the school. This is not a "service" or "support" organization, but an educational organization, with a real place in the educational process. Through our programs our members can expand and practice their Christian beliefs, and with God's help, they will continue to do so.

Yours for a better Christian education

MOUNT SAINT JOSEPH'S SCHOOL

Mount Saint Joseph's School presently has 406 students. 22 students have moved out of town between the months of October, 1972 and January, 1973. However the enrollment has remained stable because new students have been registered.

The annual School Science Fair is scheduled for February 2-6, 1973 in Noonan Hall. Visitation of exhibits will take place on Sunday, February 4. Award ceremony will also be on the same Sunday at 7:30 pm.

An evaluation committee will be visiting Mount Saint Joseph's School on February 5-6, 1973. Members of the team are: Sister Ann Merita, Principal of St. Edward's, Carona; Sister Betty from Assumption School, San Bernardino; Rev. Joseph Klefer, Aquinas High School, San Bernardino; Rev. Russell J. Wilson, Pastor, St. Joan of Arc School, Holtville, Principal of Clara B. Mc Kinney School, Barstow and Sr. Josephine, School Coordinator, Department of Education, San Diego.

All faculty members with the cooperation of parents and students prepared the self-study evaluation report which will be mailed to the visiting committee.

Parent Teacher Conferences will be held on Wednesday, February 7 from 9:00 am to 12:30.

Catholic Schools day at Disneyland will be on Monday, February 12, 1973. Interested families will order discount tickets directly from Disneyland.

Sister Mary of the Angels

ALTAR BOYS

Father Keith, as head of the altar boys, said they needed new robes for the taller boys. He was to find out at the altar boy meeting how many robes would be needed. He also has been reminding the altar boys not to wear tennis shoes when serving Mass.

USHERS

Ushers meeting pointed out the need for new ushers that would commit themselves to a Mass. The 11 o'clock Mass will be a pilot for a new program at communion time since the ushers are full staffed regular members. An orderly row-by-row communion program will be introduced. A big problem seems to be getting people to take up the gifts at offeratory time. Sometimes they back out at the last minute. Can some system be worked out where the people are assigned a Mass instead of grabbed at the last minute. Family assigned a Mass - any two members of the family, be it the parents or two of their children if the parents won't. Asked to check the microphone in the cry room and check pews for even distribution of Sunday Missalettes and blue folders.

ALTAR AND ROSEARY LODGE.

We take care of the altar, a lady is assigned to take care of the candles, one is assigned to take care of the altar cloth, and two ladies to clean the altar twice a week. On Holy Week we clean windows, polish the Chalices and clean the Sacristy, we also clean it for Christmas. We give Christmas baskets to the needy families of the parish. We have a toy drive and a canned goods drive. This past year we had a dinner to make money for the baskets, we bought turkeys, produce and fruit. We made 59 baskets and delivered them. We also put on appreciation dinners for Father.

St. Joseph Church
Parish Council

February 19, 1973

COMMITTEE REPORTS, February Meeting

EDUCATION COMMITTEE

The Education Committee of the Parish Council met on February 11. Present were Sister Rosemary.

Comments were made regarding the success of the parent-teacher conferences and the success of this year's science fair. Suggestions were made as to how these might be improved.

It was wished to call to the attention of the Facilities Committee some items in need of repair. These comments are included in report on the activities of the Parish School of Religion.

The Committee was informed that the plan to increase the circulation of materials on the book racks is about to be implemented.

and are collaborating on the project. It was noted that a conflict in meeting times existed between PAR and PTG for the evening of Thursday, February 15. Sister Rosemary was asked to confer with Father Kirk in order to resolve the problem.

The Committee is hopeful that the preparation of the time and talent sheet to be used in connection with Stewardship '73 will result in people volunteering to aid the several educational programs.

The several organizations represented on the Education Committee were again reminded to turn in a report of current activities.

Parish School of Religion

The Parish School of Religion has completed approximately eight weeks of the second quarter of the school year. The next quarter will begin on March 5 for the High School Division and March 6 for the Intermediate Division. Several vacancies exist in the Intermediate and High School staffs - mainly for teachers, substitutes, and assistant teachers.

On the 10th of February, 1973, the Regular meeting of the PSR Executive board took place. The facilities used by the PSR came under discussion, and the Executive board made the following resolutions for the Facilities Committee:

a. That the piano be removed from the PSR Library by May 30, 1973 so that work in the library may proceed in a more efficient manner. It is understood that this is a deferred project, and the PSR urges the project made a priority project.

b. A door closer be installed on the outside door of the PSR office in Noonan Hall. This project should be undertaken on an urgent basis, due to the cold weather and the high traffic through this door when PSR classes are in session.

c. The door moulding around the PSR office door and the Library door should be completed.

d. The library and office doors should be replaced with solid core doors for reasons of damage due to basketballs and security.

Other items discussed at this meeting included the Parent-Educator program, continuation of PSR support of the Parish Adult Renewal (PAR) program, and staffing of board positions.

On May 12, 1973, Bishop Leo T. Maher will formally dedicate the Center for Christian Development in San Bernardino. It is hoped the CCD and PSR personnel as well as others from our Parish will be able to participate in this event. The Center sponsors several activities of direct interest to our parish, such as the Educational Media Center, PAR, and the Parent-Educator program.

The PSR has compiled a list of specific personnel needs at the request of the Stewardship 73 Chairman for the benefit of people contacting parishioners, with the intent they will be able to volunteer for a specific position. This list includes Teachers, Assistant Teachers, Hall Guards, Home Visitors, A-V operators, etc.

At present, there are over twenty PSR people signed up to go to the CCD Congress in Anaheim. This will assist them in their classroom activities by putting them in contact with people who are experts in the various fields of religious education. The PSR encourages its personnel to take part in workshops and congresses by paying a portion of the expenses incurred.

Mount St. Joseph School

The annual school Science Fair was held Feb. 3-4. An approximate total of 80 projects were entered. The judges for this activity were; held of the Jet Propulsion Laboratory at Goldstone; Science teacher at Barstow High School; Math teacher at Barstow College; and , Desert Research Station.

The sweepstakes winner in the senior division was with her project - "Plants Need T.L.C." In the junior division the sweepstakes winner was - "Vitamins in Nourishment."

Three students were selected by the judges to submit their projects at the Inland Science Fair to be held in San Bernardino on March 17-23. They are;

- 8th - arling - Plants Need T.L.C.
- 8th - - Education-Basis For Tomorrow
- 7th - - The Dirod

The Evaluation Committee visited Mount Saint Joseph's School on February 5th-6th. The committee was very pleased with the work being done at M.S.J. They highly recommended the performance of our school in the areas of local administration; school philosophy and objectives, school and community interaction, an effective, up to date curriculum which provides an opportunity for growth and development; the performance of the faculty as well as the students in all subject areas of instruction. Also commended was the student activity pupil services, student reports, parent involvement and school plant.

It was recommended that the effort be made to continue the fine spirit of cooperation in all aspects of the operation of Mount Saint Joseph School.

A complete report of the evaluation was made available at the PTG meeting held on Feb. 15.

The Parent-Teacher Conferences were held on February 7. Many were the parents who took the opportunity to talk with their children's teachers. Only 3 classrooms had a little less than 50% of the parents attending. All of the teachers were very pleased with the results.

On March 5, Monday, the students will be receiving their report cards. Preparations are being made for the Book Fair which will be held on the 25th of March.

Sister Rose Mary

January 28, 1973

St. Joseph Church
Parish Council

February 19, 1973

Regular Meeting
February Agenda

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VI. Reports of Special Committees
 - A. Parish Synodal Board
- VII. Unfinished Business
 - A. Education Committee to present the details of the new book-rack procedure. (PC 1.6.6)
 - B. Vote on the proposed amendment to the Constitution and By-laws providing recognition to the "Lady Knights" as a Parish Organization
- VIII. New Business
 - A. Appointment of the Election Committee.
- IX. Adjournment and Closing Prayer

PARISH SYNODAL BOARD REPORT

The transition of responsibilities and activities from the Parish Pre-Synodal Board to the Parish Synodal Board (PSB) have been accomplished.

The PSB has had two meetings in February and one planned for in March.

During the first meeting, the following people were nominated and elected to these positions:

Parish Synodal Board Chairperson	
Parish Synodal Board Vice-Chairperson	Sr. Dulce Marie
Parish Synodal Board Secretary	

The three representatives to the Deanery Lay Committee selected by the PSB of this parish are:

Laymen
Laywoman
Youth

Organization, training and to get information to all members of St Joseph's parish were the most pertinent of the many subjects discussed. The need for talented people who are willing to become involved in a new and very exciting "adventure" is essential for a successful Parish Synod. If you have not filled out a volunteer and or suggestion sheets, or if you know of others who have not, get them and yourselves to do so now...

WE NEED YOU NOW TO PARTICIPATE IN AN ADVENTURE YOU WILL NEVER FORGET.....

September 25, 1972

St. Joseph Church
Parish Council

October 15, 1972

Regular Meeting
OCTOBER AGENDA

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Council Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VII. Unfinished Business
 - A. Executive Committee report on Additional Distribution of Agenda (P.C. 1.2.4)
 - B. Community and Catholic Action Committees Joint Report on Publicity (P.C. 1.2.3)
 - C. Nomination of the Representative-at-Large (P.C.I. 3.)
- VIII. New Business
 - A. Appointment of the Parliamentarian
 - B. Nomination of the Chairman, Worship Committee.
 - C. Election of Representative-at-Large and Chairman, Worship Committee
 - D. Second Synod, Diocese of San Diego
 - E. Call of the Assembly
- IX. Adjournment and Closing Prayer

St. Joseph Church
Parish Council

October 15, 1972

The Second Synod of the Diocese of San Diego is nearing completion. This is extracted from the proposed plan.

of major importance to all living within these four southern areas as we come together to consider the present state of the diocese with one another to prepare plans for its future. Meetings are planned on a deanery level for priests, sisters and representatives from each parish. The brothers of the diocese will also meet. During the Synod will be given at these meetings, and your suggestions will be noted.

A system of communication will be set up whereby the bishop, priests, and laity may cooperate in a serious and prolonged discussion of the Church in the Diocese of San Diego and the means of carrying out the Synod must include everyone in the Church in this diocese. All are involved. As the leader of the diocese, the bishop will be an active participant in every major step in the planning and functioning of the Synod.

Everyone will learn about the problems that face the diocese as a whole. The problems face the bishop, priests, and religious. Priests will be given the opportunity to listen to the laity and to learn what the laity think of the Church in San Diego. Our bishop will be able to hear at first hand the hopes and fears of the people of his diocese and how they think they can be realized.

The conclusion of the Synod, laws and formal guidelines for the diocese will be established. These basic laws should be few and the guidelines must be flexible to allow for continued growth and development in the diocese after the close of the Synod.

There will be established a Diocesan Pastoral Council and other committees to develop further guidelines and provide instruments for carrying out the Synod concerning the goals of the diocese and the means of achieving them.

Participation of St. Joseph Parish involvement with the Synod will be through a Special Committee of the Parish Council functioning as a Preliminary Committee. Later a Parish Synodal Board. This committee will become a permanent body in which the Synod is to function and will plan for the future.

St. Joseph Church
Parish Council

October 15, 1972

Committee Report
EXECUTIVE COMMITTEE

The Executive Committee considered the proposed to make available the Parish Council Agenda package to interested Assembly Members through a subscription mailing service. The Committee also proposed that the Agenda package be mailed, without cost, to Assembly Members who attend the Regular Council meetings, if the member indicates a desire to receive the package. This no cost mailing would cover the Agenda package which contains the minutes of the meeting attended.

The following motion is submitted to the Parish Council during the October Regular meeting. "That any member of the Assembly may subscribe for mailing of Parish Council Agenda packages by contacting the Secretary of the Parish Council and payment of a two dollar fee to cover postage and handling. Subscriptions will be for a period of one calendar year. Further, that any member of the Assembly who attends a meeting of the Parish Council and indicates a desire to receive the minutes of that meeting shall have the next Agenda package (which contains the requested minutes) mailed at no cost to the Assembly Member."

St. Joseph Church
Parish Council

September 17, 1972

Regular Meeting
SEPTEMBER AGENDA

- I. Opening Prayer
- II. Flag Salute
- III. Roll Call of Council Members
- IV. Minutes of Previous Meeting
- V. Reports of Standing Committees
 - A. Executive
 - B. Catholic Action
 - C. Worship
 - D. Youth
 - E. Community
 - F. Education
 - G. Finance
 - H. Facilities
- VIII. New Business
 - A. Call to the Assembly
- IX. Adjournment and Closing Prayer

The Executive Committee completed the items assigned during the June Regular Meeting of the Parish Council.

1. (P.C. 1.1.10) relative to repair of blacktop surfaces. The repair contract was awarded to M with parish volunteer assistance. The work has been completed.

2. (P.C. 1.1.9) relative to construction of the Teacher's Lounge. The contract was awarded to M and I with parish volunteer assistance. The work has been completed.

Other action of the Executive Committee includes:

1. Decision to consider preferential contract awards to (1) Parishioners, (2) Local Business, and (3) Others.
2. Restrict parking on the school grounds.
3. Approve revisions to outside lighting and electrical service in the C.C.D. office.
4. Cover the windows in Noonan Hall.
5. Accepted the offer of the Knights of Columbus to furnish painting materials for Noonan Hall.
6. Endorsed the P.T.G. suggestion for a Bazaar to be held in the fall but considered Parish Council participation in 1973.
7. Forwarded the problem of improper parking in the upper lot to the Worship Committee for action.
8. Approved reconditioning of coolers on Noonan Hall.
9. Established a policy of sending letters of appreciation where appropriate.
10. Directed that Council meeting Agenda information be mailed to the heads of all Parish Organizations.

September 17, 1972

September Committee Report
CATHOLIC ACTION Committee

With the summer vacation months interrupting our committee meeting, I have little to report, but I am determined to continue this wonderful work for God and Our fellowmen. I need your prayers and the blessing of Our beloved pastor as I go forward.

One of our interests in Catholic Action, is to promote attendance at retreats, Cursillos and Quests. This has been done through Mrs. , Chairman of Retreats. At the reading of this report, there is a Retreat in progress, with a promising one-hundred percent participation.

The Catholic Action Committee wishes to announce a new member-at-large, Mrs. Elaine Beauclair.

A meeting was planned by our committee to meet with on August 28, 1972. This meeting was postponed to a later date, because of the death of . The date of the next meeting has not been set. is a social administrator for the Diocese of San Diego. She will be working with the Catholic Action, Community, and Youth Committees.

May the Blessed Father smile upon us as we continue in Our Parish Council.

I humbly submit to you
this report

September 17, 1972

September Committee Report
FACILITIES Committee

HAVE PRIDE IN OUR PLANT

1. The following outline represents the works accomplished on the parish facility during the summer months. The success of the Facilities Committee operation this summer is a result of the many hours of unselfish effort which have been expended by many of our parishioners. These people have given generously of their TIME, their TREASURE and their TALENT. They have proven again that "Many hands make the task light" and enjoy the satisfaction of a job well done.

Noonan Hall. The inside has been painted, the walls, panelling and doors and trim. The basketball courts were restriped, the backstops and brackets painted and the ceiling beams were dusted while the scaffolding was available. The upstairs has been painted, except where some additional repair is yet required. The public address system has been repaired and the wiring rearranged. The old rug has been removed from the stage stairway, however the stairs yet need some repair and varnishing. The outside wood trim was painted, also the breezeway and the window trim. All the pipes and outlets on the roof have been painted aluminum and the coolers were painted. The windows were covered on the outside. The coolers were cleaned, repaired, new pads installed and are operating most satisfactorily. The estimate for repair of the doors has not been received as yet.

School. The boys and girls restrooms were painted. The office has been painted. The Kindergarden room walls were touched-up. Room 1 constructed and painted closets and painted spots. The door to the girls restroom was repaired. Room 5, painted the closets inside. Library, a table was built. The faulty electric plug on the outside of the library has been repaired, also a plug and switch in room 6 a switch in the boys restroom in Noonan Hall. Room 6, the closet door and handles were repaired. Room 7, new cabinet catches were installed to replace defective catches. The cabinet doors and half-wall were painted. Room 8, the vinyl base was replaced and the inside doors and frames were painted. Rooms 9 and 10, the cooler registers have been purchased and will be installed as frames are completed. Room 10 has been modified as a result of the construction of the Teachers lounge. In room 10 a new closet was constructed in the old sealed confessionals. This was a P.T.G. project. Room 11 constructed the reading counters. Rooms 11 and 12, the closets were not secured to the walls, this has been corrected. The Teachers Lounge, a sink and counter top have been donated and construction of a cabinet is currently in process. The project to paint the lounge was accomplished by the P.T.G. who also purchased the paint. The Sisters garage has been converted to a classroom. The room was painted the door repaired and the air conditioner installed. Doors were added to the cabinet however locks are yet to be installed. A wall has been constructed between the playground and the convent, the fence will be installed and slats added. Windows have been repaired throughout the school. A gate has been installed at the convent entrance to the side yard.

Church. The restrooms have been painted, and the railings have been painted. Several minor repair projects were completed.

Grounds. The sealing and paving has been completed. Minor corrections will be accomplished as required. The excess dirt has been removed from the bottom of the slopes and filled in the convent side yard. Top soil will be added to the convent side yard. Wash sand will be added to the playground area. The sidewalk, parking lot and playground were swept before school.

Projects. The Legion of Mary project included painting benches, aluminum poles, the basketball standards, the flagpole, the railings on the east side of Noonan Hall, the stairways and the coolers on the school roof.

The P.T.G. purchased the paint and accomplished the painting of the new Teachers Lounge.

and family accomplished a family project. They sanded, sealed and painted the shutters on the rectory, they also painted the backstops in Noonan Hall.

The Knights of Columbus furnished all the paint for Noonan Hall.

Plumbing. Repaired and relocated the leaky pipe near the dumpster. Three unused pipes on the south side of the school have been eliminated. The water fountains have all been repaired and adjusted. These workers have also answered several calls for emergency plumbing repair throughout the summer.

The maintenance of the parish is the responsibility of the Facilities Committee. The members of this committee are capable of handling most maintenance and many emergency repairs. All members of the Council are urged to contact the Facilities Committee if a problem arises.

St. Joseph Church
Parish Council

June 18, 1972

Regular Meeting
JUNE AGENDA

- I. Opening Prayer
- II. Roll call of Council Members
- IV. Reports of Standing Committees
 - A. Catholic Action
 - B. Worship
 - C. Youth
 - D. Community
 - E. Education
 - F. Finance
 - G. Facilities
- VII. New Business
 - A. Appointment of the Parliamentarian.
 - B. Nomination and Election of the Vice-President.
 - C. Discussion and Vote on Acceptance of the Standing Rules.
 - D. Call of the Assembly.
- VIII. Adjournment and Closing Prayer

St. Joseph Church
Parish Council

June 18, 1972

June Committee Report
YOUTH COMMITTEE

I am first of all hoping that I can find all my material human wise as well as suggestive wise from our young people themselves as well as from the parents wanting to work for the betterment of our young ones in every aspect. I think a good start would be to have a meeting and invite anyone interested in this committee to attend. I would like to send out personal invitations to some persons whom I feel would be an asset to the Youth Committee. With our Pastor's approval, I would like to find a good substitute chairman and begin our work according to the needs and wants expressed by the youth themselves.

From my work with some of the youth groups of different ages, I have seen a few things that I feel need improvement or a complete change. There are so many things to be done, but there are a few projects that I feel would make a big improvement for our young people.

1. I would like to see us form a brand new youth organization that will have something to offer all types of persons as well as different age groups. I feel that our parish needs to offer some kind of recreational hang out.

2. I feel we are lacking in the spiritual aspect as well. I have had a few young adults ask why they cannot have instruction in order to become good C.C.D. teachers. We need a good program set up for the special young adults to undertake the beautiful work of teaching and continuing God's work.

3. I think that with the best kind of supervision and planning a good discussion group can be formed. Our young people have so many questions that need to be answered and in their own way they need to be heard.

4. Our parish could use a good sports program set up for all age groups, boys as well as girls.

5. I would like to see our parish set up a Search program of our own. We need to provide more information on vocations, religious wise as well.

6. There is the desperate drug problem as well as delinquency. I think it is very important that our parish get involved with experts, to offer our young people help and counseling. I know of some Protestant churches that are working to help their young. Some of our Catholic boys and girls are attending their programs.

7. I had suggestions given to me about forming some kind of an employment program for our many young people needing work.

8. Our Boy Scout organization and Girl Scout Organization as well are in need of help and better organization.

There is much to be done and I am sure that the involvement of all our parishioners it can be accomplished. All of this of course with the guidance of the Holy Spirit. The work of the Parish Council can only be a blessing if we join hand-in-hand, and I am sure this will be the outcome.

We would like to begin work on our projects in the following order;

First of all to form a brand new organization for the youth of our parish, and work from there.

I would like to begin by calling a meeting in July to pick our workers for this purpose. Out of this group try to find the persons better capable of handling the other projects in mind as they come up.

I have contacted the C.Y.O., Jr. Legion and the Boy Scouts, below is a list of the representatives;

Junior Legion-

C.Y.O.-

Boy Scouts-

Substitute-
Substitute-

St. Joseph Church
Parish Council

June 18, 1972

June Committee Report
FACILITIES COMMITTEE

Motto - HAVE PRIDE IN OUR PLANT

Proposal - Committee Structure

- Church and Rectory
- Grounds
- School & Convent
- Noonan Hall.

Subcommittees to be formed

1. Painting
2. Plumbing
3. Paving
4. Electrical
5. Cement
6. Glass
7. Coolers

Assign projects to Parish Organizations

Policy for paid jobs.

Equipment (etc.)

Priority items

1. Parking Lot
2. Lounge room, Mt. St. Joseph School
3. Doors, Noonan Hall and Church
4. Water drainage

School ready for 1972-73

St. Joseph Church
Parish Council

June 18, 1972

June Report
FINANCE COMMITTEE

Members of the Finance Committee are:

This committee has not sat in session as yet due to the short time of its existence. One of the first items that we will consider is the preparation of a budget for the parish. After a preliminary investigation it appears we will have to prepare separate budgets for (1) Church and Rectory, (2) Mt. St. Joseph School, and (3) Parish School of Religion. It may be that other committees will have to assist us in this work, i.e. The School Principal will prepare the budget for Mt. St. Joseph School; the Director of the Parish School of Religion will prepare the budget for the Parish School of Religion. Father Kirk may assist the finance committee in the preparation of the budget for the Church and rectory.

Another item that will need the attention of the finance committee is to bring to the attention of the people of the parish the importance of contributing a fair share of their income to the parish for the workings of Christ.

Any special fund drives, such as Stewardship 72, will be the work of the Finance Committee.

The Finance Committee will be responsible for the preparation of a financial report to the people of the parish at the end of each budget year. I believe, if the people understand how the money is distributed in the Parish, they will be more inclined to contribute more. Communication with the people is very important and should not be overlooked.

A study of the tithing program will be conducted with the hope of expanding this program.

St. Joseph Church
Parish Council

June 18, 1975

PROPOSAL for Regular Meeting
June Agenda, Item VII D.

In order to provide for an orderly flow of business during the Regular Meetings of the St. Joseph Parish Council and;

In order to conserve the time of the Council Members from inordinate discussion during such meetings without reducing the intended purpose of the meetings or limiting meaningful discussion;

Be it resolved that the following "Standing Rules" be adopted for the conduct of business during the Regular Meetings of the Saint Joseph Parish Council:

RESOLVED, That the Order of Business at the meeting shall be,

- I. Opening Prayer
- II. Roll Call of Council Members
- III. Minutes of Previous Meeting.
- IV. Reports of Standing Committees
- V. Reports of Special Committees
- VI. Unfinished Business
- VII. New Business
(To include "Call of the Assembly")
- VIII. Adjournment and Closing Prayer

RESOLVED, That Regular Meetings of the Parish Council shall be held on the fourth Sunday of each month (Except when the July and August meetings are not held), to begin at 7:00 P.M. in the Rectory Meeting Room.

RESOLVED, That written reports of all Standing and Special Committees shall be delivered to the rectory not later than the Sunday prior to each Regular Meeting.

RESOLVED, That proposed New Business agenda items be delivered to the rectory not later than the Sunday prior to each Regular Meeting. Such proposed items should be accompanied with such narrative or other material which may be distributed with the agenda to permit Council Members the meaningful advance study. Normally New Business submitted during the Regular Meeting will not be considered for discussion or resolution until the next Regular Meeting.

RESOLVED, That reports of Standing and Special Committees, Agenda, Material provided in support of New Business items, and the Minutes of the Previous Meeting are to be mailed to each Council Member not later than Wednesday preceeding each Regular Meeting. Additional copies of this information will be available in the rectory for interested Assembly members.

RESOLVED, That discussion on New Business presented after formation of the Regular Meeting Agenda be limited to two minutes with an additional two minutes for contrary comments.

St. Joseph Church
Parish Council

June 18, 1972

Parish Council Membership

Pastor - Very Rev. Raymond C. Kirk, V.F.
505 E. Mountain View, Barstow 256-6241

Director-Parish School of Religion - Rev. Anthony Rodrigue
505 E. Mountain View, Barstow 256-6241

Principal-Mount St. Joseph School - Sr. Mary of the Angles
555 E. Mountain View, Barstow 256-3237

President -

Catholic Action -

Worship -

Youth -

Community -

Finance -

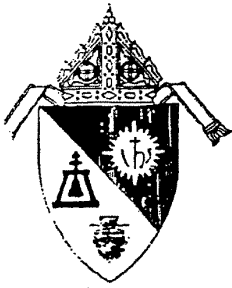
Facilities -

Representative-at-large (Exp. 74)

Representative-at-large (Exp. 73)

Associate Pastors - Rev. Anthony Rodrigue
505 E. Mountain View, Barstow 256-6241

Community of Sisters - Sr. Rose Mary
555 E. Mountain View, Barstow 256-3237



Diocesan Pastoral Center

Diocese of San Bernardino

July 1, 1993

TO: All Parish, School, Agency and Department Volunteers

FROM:



RE: Policy for Volunteers

The National Center on Child Abuse reports that, throughout the United States, one of every five girls and one of eight boys will be a victim of sexual abuse by the age of 12. At the national level, victims have been reported as young as six months, but the incidence of abuse peaks at ages 8 to 12. It also occurs through the teenage years. All children, no matter their age, economic strata or racial/ethnic heritage are at risk. Yes, all our children - even yours.

All too often the offender is a person in a position of trust such as a teacher, child care worker, camp counselor, minister, church worker or volunteer. Experts tell us that the physical, psychological and emotional damage, as a result of sexual abuse, can be most extensive and devastating. This is an issue with which we all need to be concerned.

Since 1991, the Diocese of San Bernardino has required all clergy, religious, and lay employees to review a formal policy and complete documents relative to the subject of sexual misconduct. In a few moments you will have the opportunity to review a policy which is designed specifically for our volunteers working with young people in our parishes, schools, agencies and departments. We believe this policy, and your compliance with it, is crucial for the protection of our children.

Together we can make a difference for the future. Please take the time now to review the attached policy and complete the required Application and Questionnaire (Appendix I). Please know your care, cooperation and diligence with this policy is most appreciated.

1450 North "D" Street, San Bernardino, California 92405 (714) 384-8200

DIOCESE OF SAN BERNARDINO

Diocesan Policy
In Cases of Sexual Misconduct

VOLUNTEERS' EDITION

For mandatory use and completion by volunteers regularly participating in activities, programs, ministries and education involving minors.

EFFECTIVE JULY 1, 1993

INTRODUCTION

The long-standing problem of unethical sexual contact, a form of sexual exploitation, is only beginning to be discussed more openly in society. It is an issue of ethics too long ignored by society and the church, one which compromises the integrity of the church's ministers and causes serious damage to the whole Body of Christ.

There is a pressing need to both acknowledge and address openly the problem of sexual abuse by clergy, ministers, employees and volunteers. There is a need for the entire Church to create a new atmosphere, where silence, ignorance, and minimization are overcome by understanding, Christian love, and mutual respect.

THE RELATIONSHIP

In their pastoral roles, persons in leadership and volunteer positions are in positions of power vis-a-vis parishioners or others who seek counsel, leadership, support, or service. The pastoral relationship is by definition a relationship of trust, and is the responsibility of the professional, church worker, or volunteer to maintain.

UNETHICAL SEXUAL CONDUCT

Any time church employees or volunteers use the influence of their role to engage in sexual activity with parishioners or clients, they involve themselves in irresponsible and unethical acts which take advantage of vulnerable persons. Sexual contact or activity may take a variety of forms. It can include touching the erogenous zone, fondling the breasts or genital areas, kissing, and/or sexual intercourse. It can also include verbal suggestions for sexual favors or activity. It is almost always secretive.

POLICY

It is the policy of the Diocese that sexual misconduct by personnel and volunteers of the Diocese while performing the work of the Diocese is contrary to Christian principles and is outside the scope of the duties of all personnel and volunteers of the Diocese. Personnel and volunteers of the Diocese shall not commit acts of sexual misconduct, shall comply with state and local laws pertaining to the reporting of known or suspected instances of sexual misconduct, and shall follow all requirements set forth in this policy. This policy does not address sexual misconduct in general, but only in the special circumstances described herein. It is intended to establish requirements and procedures in an effort to prevent sexual misconduct by personnel and volunteers of the Diocese and the resulting harm to others, while the work of the Diocese is being performed, and to provide guidance to the personnel of the Diocese on how to respond to allegations of sexual misconduct if any do occur. It is expressly understood that this policy is designed for application to prospective volunteers of the Diocese. (A separate document from this one has been designed for application to other prospective non-volunteer persons.)

ASSUMPTIONS AND GOALS

We begin with the assumption that the vast majority of clergy, professional ministers, church workers, employees and volunteers are competent, ethical, balanced and mature. However, when a violation of the ministerial relationship takes place, the persons involved must have recourse, and the situation must be evaluated and addressed in a just and even-handed manner. For this reason, the Diocese of San Bernardino has developed a comprehensive program designed to:

- 1) Intervene and respond appropriately to abuse situations,
- 2) Create an atmosphere of understanding through education that will help maintain the integrity of the ministerial relationship, and prevent misuse of power and authority.

RESPONSE TO ABUSE SITUATIONS

The response of the Diocese of San Bernardino in cases of sexual misconduct by priests, Church employees, or volunteers must include the pastoral care of the victim, the well-being of the community, the investigation of the accusation, and treatment of the offender. Care is to be taken so that all persons involved will be ministered to in a manner that is consistent with the Gospel values of dignity, compassion, understanding, and justice.

A. Definitions:

1. For the purposes of this policy only "Sexual Misconduct" means any sexual conduct by Diocesan personnel and volunteers while performing the work of the Diocese which is:
 - 1.1 Unlawful under applicable secular law: or
 - 1.2 Contrary to the moral instructions, doctrines and Canon Law of the Roman Catholic Church and causes injury to another.
2. "Personnel" includes all clerics, seminarians, religious personnel, and lay employees of the Diocese.
3. "Volunteers" includes all volunteers regularly participating in activities, programs, ministries and education involving minors.

B. Distribution of Policy:

A copy of this policy shall be distributed to all volunteers regularly participating in activities, programs, ministries and education involving minors and, where appropriate, other applicable persons of the Diocese and of each separately incorporated Catholic Church entity located within the Diocese of San Bernardino which has The Roman Catholic Bishop of San Bernardino as its sole member, its president or its sole director.

C. State and Local Laws:

Secular law forbids rape, bigamy, incest, certain acts of sodomy, lewd acts with minors, and consensual sexual intercourse with female minors. Secular law requires that any child care custodian or health practitioner who has knowledge of child abuse or who reasonably suspects that a child has been abused must report the known or suspected case of abuse to a child protective agency (County child protective services, County probation or welfare departments, police and sheriff's department.) immediately and file a written report to the child protective agency within 36 hours of receiving the information on the incident. For purposes of this law, a "child care custodian" means a teacher, instructional aide, teacher's aide, day camp administrator, and daycare facility administrator or employee, district attorney investigator, inspector or family support officer and police officer. "Health practitioner" means any religious practitioner who diagnoses, examines or treats children; any marriage, family or child counselor, any marriage, family or child counselor trainee or intern, any psychiatrist or psychologist and any medical doctor.

D. Background Reference Checks:

1. All prospective volunteers of the Diocese will complete as a part of their involvement the APPLICATION and QUESTIONNAIRE and execute same to be retained in confidentiality, a copy of which is attached hereto as Appendix I.
2. Completed APPLICATION and QUESTIONNAIRES (Appendix I) shall be reviewed, and, as appropriate investigated by the local supervisory authority and shall be maintained on a permanent basis in the volunteer file at the local level. The Vicar General, Moderator of the Curia or their delegates should be consulted when review and/or investigation of the APPLICATION and QUESTIONNAIRE raises a question as to the suitability of the volunteer.

E. Obligation to Report:

Any personnel or volunteers of the Diocese who have actual knowledge of or who has reasonable cause to suspect an incident of sexual misconduct by any personnel or volunteers of the Diocese shall comply with any applicable reporting or other requirements of state and local laws (unless to do so would violate the priest/penitent relationship of the Sacrament of Penance), and shall report to the Diocese as follows:

1. A verbal report of any suspected or actual incident shall be made immediately to the immediate supervisor of the accused and the following written reports shall be prepared:

1.1 A SUSPECTED CHILD ABUSE REPORT form be completed and filed with the proper child protection agency (See Section C, Page 3), a copy of which is attached hereto as Appendix II. A duplicate of the form is to be forwarded to the proper Diocesan Designee.

1.2 A REPORT OF SEXUAL MISCONDUCT form must be completed and directed to the proper Diocesan Designee, a copy of which is attached hereto as Appendix III.

2. The supervisor or department head shall in turn immediately notify the proper Diocesan representative, Diocesan attorney, and the Diocesan insurance administrator of the reports.

F. Investigation of Incident Reports:

1. Each reported incident will be immediately investigated, with care taken not to interfere with any criminal investigation, and with a high level Christian care, concern and confidentiality for the alleged victim, the family of the alleged victim, the person reporting the incident, and the alleged perpetrator. The investigation shall be conducted under the supervision of the Moderator of the Curia/Chancellor or a selected Diocesan Designee.

2. Civil and Canonical legal advice shall be immediately obtained.

3. Investigation of a priest shall be made in accordance with Canon Law. (See Canons 1717 and following.) In the event a member of the clergy or religious personnel is accused of an act of sexual misconduct, that person shall be dealt with in accordance with the applicable provisions of Canon Law. Any cleric accused of sexual misconduct will be placed on administrative leave and may be suspended from the exercise of his ministerial duties according to the provisions of Canon Law.

4. The alleged perpetrator may be immediately placed on leave pending the outcome of any outside investigation.

5. Appropriate records will be kept of each incident reported and of the investigation and results thereof. Such records shall be marked confidential.

4 - Diocesan Sexual Misconduct Policy - 4

6. Notification of the incident shall be given to insurers in accordance with the terms of applicable insurance policies.
7. When accusations are made of sexual misconduct involving Diocesan personnel or volunteers, contact with the alleged victim and family should be promptly initiated. Contact should be made by priest counselors chosen by the Bishop for the purpose of offering whatever concern or solace may be needed, with no comment as to the truth of the allegation. Medical, psychological, and spiritual assistance and, in appropriate instances, economic assistance may be offered in the spirit of Christian justice and charity. Secular and Canonical Legal advice must be obtained prior to any contact with or giving of assistance to the alleged victim and family.
8. Any media contact or inquiries regarding an incident of sexual misconduct by Diocesan personnel or volunteers must be directed to the Diocesan Director of Communications.

G. Action Where Guilt Determined:

Any non-clergy personnel or volunteers of the Diocese convicted of a sexual misconduct crime in a secular court shall be immediately terminated from employment and/or volunteer status and any position of responsibility with the Diocese.

Any non-clergy personnel or volunteer of the Diocese who admits to an incident of sexual misconduct shall be immediately terminated from employment and/or volunteer status and any position of responsibility with the Diocese.

H. Action When No Guilt Determined:

1. In the event that a non-clergy personnel or volunteer is accused of an act of sexual misconduct but is neither convicted of a crime in secular court or admits the act of misconduct, one of the following procedures shall be followed:
 - 1.1 If policy has been adopted setting forth the manner in which the person accused may have services terminated for cause, including notice and a hearing, then that policy shall be followed; or
 - 1.2 If no policy has been adopted setting forth the manner in which the person accused may have their services terminated for cause, then a hearing on the truth of the allegations shall be held before an arbitrator agreed upon by the

parties. The person accused shall be entitled to independent legal representation at the hearing paid for by the accused and shall be given sufficient notice of the charges to prepare a defense and to bring favorable witnesses to the hearing. The arbitrator shall hear the evidence and shall render a decision as to whether the charges are true. If a charge of sexual misconduct is found to be true, then the accused shall be immediately terminated from employment and/or position of volunteer service/responsibility with the Diocese. Costs of the arbitration other than legal counsel shall be borne equally by the parties; or

- 1.3 A process determined by the Bishop or the Diocesan Designee.
2. The Diocese reserves the right to limit the activities of any volunteer regardless of a determination of guilt or innocence.

I. Education:

The following personnel and volunteers of the Diocese, and such other personnel of the Diocese as the Bishop may require or encourage from time to time, must attend designated educational programs on methods of recognizing and preventing sexual misconduct as defined in this policy:

- * Clergy (bishops, priests and deacons), seminarians and religious
- * Principals and School Teachers
- * Volunteers
- * Department/Office/Program Administrators
- * Directors of Religious Education
- * Catechists
- * Youth Directors and staff

J. Records of Investigation:

1. Appropriate records will be kept by the Diocese of each incident reported and of the investigation and the results thereof. Such records shall be marked confidential and be securely kept at the Diocesan Pastoral Center, under lock, with access thereto limited to only the following: The Bishop, the Vicar General, the Chancellor, Business Manager and legal counsel.

Appendices

CONFIDENTIAL DOCUMENT

APPLICATION and QUESTIONNAIRE
DIOCESE OF SAN BERNARDINO

VOLUNTEER'S INFORMATION SHEET
(Please print clearly & complete both pages)

Name: _____ Social Security #: _____
Address: _____ Home Telephone #: _____

Work Telephone #: _____

Name & Location of Volunteer Work Site: _____

Date of Birth: _____ Sex: Male _____ Female _____
Drivers License # and State: _____
Occupation: _____

Employer/Business Name: _____
Employer/Business Address: _____

Years employed: _____

Previous Employer Name: _____
Previous Employer Address: _____

Years employed: _____

List other names used or are known by: _____

List experience working with youth in other organizations, schools,
parishes: _____

List memberships in organizations: _____

References: Please list references with telephone numbers who are
familiar with your character as it relates to working with youth.
References may be checked when necessary:

Additional Information (Circle Yes or No):

Do you use illegal drugs? YES NO

Have you ever been convicted of a criminal offense? YES NO
(If yes, explain below.)

Have you ever been accused of, charged with, or convicted of child neglect, abuse, or sexual misconduct? YES NO
(If yes, explain below.)

Has your drivers license ever been suspended or revoked? YES NO
(If yes, explain below.)

Is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, education, and/or care of young people?
YES NO (If yes, explain below.)

Explanations:

I understand that:

The Information I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the chartered organization, parish, school, the Roman Catholic Bishop of San Bernardino, and the officers, directors, employees, and volunteers thereof.

Signature of Applicant

Date

Reviewer's Notes:

APPENDIX I-2

SUSPECTED CHILD ABUSE REPORT

To Be Completed by Reporting Party
Pursuant to Penal Code Section 11166

A. CASE IDENTIFICATION	TO BE COMPLETED BY INVESTIGATING CPA
	VICTIM NAME: _____
	REPORT NO./CASE NAME: _____
DATE OF REPORT: _____	

B. REPORTING PARTY	NAME/TITLE _____									
	ADDRESS _____									
	PHONE _____	DATE OF REPORT _____	SIGNATURE OF REPORTING PARTY _____							
C. REPORT SENT TO	<input type="checkbox"/> POLICE DEPARTMENT <input type="checkbox"/> SHERIFF'S OFFICE <input type="checkbox"/> COUNTY WELFARE <input type="checkbox"/> COUNTY PROBATION									
	AGENCY _____		ADDRESS _____							
	OFFICIAL CONTACTED _____	PHONE _____	DATE/TIME _____							
D. INVOLVED PARTIES	NAME (LAST, FIRST, MIDDLE) _____		ADDRESS _____	BIRTHDATE _____	SEX _____	RACE _____				
	PRESENT LOCATION OF CHILD _____				PHONE _____					
	NAME _____	BIRTHDATE _____	SEX _____	RACE _____	NAME _____	BIRTHDATE _____	SEX _____	RACE _____		
	1. _____	2. _____		3. _____		4. _____				
	NAME (LAST, FIRST, MIDDLE) _____		BIRTHDATE _____	SEX _____	RACE _____	NAME (LAST, FIRST, MIDDLE) _____		BIRTHDATE _____	SEX _____	RACE _____
	ADDRESS _____				ADDRESS _____					
	HOME PHONE _____		BUSINESS PHONE _____		HOME PHONE _____		BUSINESS PHONE _____			
	IF NECESSARY, ATTACH EXTRA SHEET OR OTHER FORM AND CHECK THIS BOX <input type="checkbox"/>									
	1. DATE/TIME OF INCIDENT _____		PLACE OF INCIDENT _____		(CHECK ONE) <input type="checkbox"/> OCCURRED <input type="checkbox"/> OBSERVED					
	IF CHILD WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE:									
<input type="checkbox"/> FAMILY DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> SMALL FAMILY HOME <input type="checkbox"/> GROUP HOME OR INSTITUTION										
2. TYPE OF ABUSE: (CHECK ONE OR MORE) <input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL ASSAULT <input type="checkbox"/> NEGLIGENCE <input type="checkbox"/> OTHER										
3. NARRATIVE DESCRIPTION:										
4. SUMMARIZE WHAT THE ABUSED CHILD OR PERSON ACCOMPANYING THE CHILD SAID HAPPENED:										
5. EXPLAIN KNOWN HISTORY OF SIMILAR INCIDENT(S) FOR THIS CHILD:										

SS 8572 (REV. 7/87)

INSTRUCTIONS AND DISTRIBUTION ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). A CPA is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS-8583 if (1) an active investigation has been conducted and (2) the incident is not unfounded.

Police or Sheriff-WHITE Copy; County Welfare or Probation-BLUE Copy; District Attorney-GREEN Copy; Reporting Party-YELLOW Copy
Appendix II

SUSPECTED CHILD ABUSE REPORT
DEPARTMENT OF JUSTICE FORM SS 8572
(REQUIRED UNDER PENAL CODE SECTIONS 11166 AND 11168)

I. REPORTING RESPONSIBILITIES

- No child care custodian or health practitioner reporting a suspected instance of child abuse shall be civilly or criminally liable for any report required or authorized by this article (California Penal Code Article 2.5). Any other person reporting a suspected instance of child abuse shall not incur civil or criminal liability as a result of any report authorized by this section unless it can be proved that a false report was made and the person knew or should have known that the report was false.
- Any child care custodian, health practitioner, or employee of a child protective agency (CPA) who has knowledge of or observes a child in his or her professional capacity or within the scope of his or her employment whom he or she reasonably suspects has been the victim of child abuse shall report such suspected instance of child abuse to a child protective agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof within 36 hours of receiving the information concerning the incident.
- Any child care custodian, health practitioner, or employee of a child protective agency who has knowledge of or who reasonably suspects that mental suffering has been inflicted on a child or its emotional well-being is endangered in any other way, may report such suspected instance of child abuse to a child protective agency. Infliction of willful and unjustifiable mental suffering must be reported.

II. DEFINITIONS

- "Child care custodian" means a teacher, administrative officer, supervisor of child welfare and attendance, or certificated pupil personnel employee of any public or private school; an administrator of a public or private day camp; a licensee, an administrator, or an employee of a community care facility licensed to care for children; headstart teacher; a licensing worker or licensing evaluator, public assistance worker; an employee of a child care institution including, but not limited to, foster parents, group home personnel and personnel or residential care facilities; a social worker or a probation officer or any person who is an administrator or presenter of, or a counselor in, a child abuse prevention program in any public or private school.
- "Health practitioner" means a physician and surgeon, psychiatrist, psychologist, dentist, resident, intern, podiatrist, chiropractor, licensed nurse, dental hygienist, marriage, family, and child counselor, or any other person who is currently licensed under Division 2 (commencing with Section 500) of the Business and Professions Code, any emergency medical technician I or II, paramedic, a person certified pursuant to Division 2.5 (commencing with Section 1797) of the Health and Safety Code, a psychological assistant registered pursuant to Section 2913 of the Business and Professions Code, a marriage, family and child counselor trainee, as defined in subdivision (c) of Section 4980.03 of the Business and Professions Code, an unlicensed marriage, family and child counselor intern registered under Section 4980.44 of the Business and Professions Code, a state or county public health employee who treats a minor for venereal disease or any other condition, a coroner, or a religious practitioner who diagnoses, examines, or treats children.
- "Child protective agency" (CPA) means a police or sheriff's department, a county probation department, or a county welfare department.

III. INSTRUCTIONS

(Section A to be completed by investigating child protective agency)

SECTION A - "CASE IDENTIFICATION": Enter the victim name, report number or case name, and date of report.

(Sections B through E are to be completed by reporting party)

SECTION B - "REPORTING PARTY": Enter your name/title, address, phone number, date of report, and signature.

SECTION C - "REPORT SENT TO": (1) Check the appropriate box to indicate which CPA this report is being sent; (2) Enter the name and address of the CPA to which this report is being sent; and (3) Enter the name of the official contacted at the CPA, phone number, and the date/time contacted.

SECTION D - "INVOLVED PARTIES":

- a. VICTIM: Enter the name, address, physical data, present location, and phone number where victim is located (attach additional sheets if multiple victims).
- b. SIBLINGS: Enter the name and physical data of siblings living in the same household as the victim.
- c. PARENTS: Enter the names, physical data, addresses, and phone numbers of father/stepfather and mother/stepmother.

SECTION E - "INCIDENT INFORMATION": (1) Enter the date/time and place the incident occurred or was observed, and check the appropriate box; (2) Check the type of abuse; (3) Describe injury or sexual assault (where appropriate, attach Medical Report - Suspected Child Abuse Form DOJ 900 or any other form desired); (4) Summarize what the child or person accompanying the child said happened; and (5) Explain any known prior incidents involving the victim.

IV. DISTRIBUTION

- A. Reporting Party: Complete Suspected Child Abuse Report Form SS 8572. Retain yellow copy for your records and submit top three copies to a child protective agency.
- B. Investigating Child Protective Agency: Upon receipt of Form SS 8572, within 36 hours send white copy to police or sheriff, blue copy to county welfare or probation, and green copy to district attorney.

Appendix II, Reverse Side

CONFIDENTIAL
(For Internal Use Only)

**REPORT OF SUSPECTED SEXUAL MISCONDUCT BY DIOCESAN
PERSONNEL/VOLUNTEERS WHILE PERFORMING THE WORK OF THE DIOCESE**

Reported by:
(Identity optional.
If not given, please
note information of
supervisor or contact
person.)

Name/Title: _____

Address _____

City, Zip _____

Telephone _____

Date of Report: _____

Person suspected of misconduct:

Name/Title _____

Address _____

City, Zip _____

Telephone _____

Other person(s) involved:

Name _____

Age _____ Sex _____

Address _____

City, Zip _____

Telephone _____

APPENDIX III-1

Describe incident of suspected sexual misconduct, including date, time, and location:

Identify eyewitnesses to incident, including names, address, and telephone numbers, where available:

Other information which may be helpful in the investigation:

APPENDIX III-2

CHILD ABUSE:

—WHAT THE EDUCATOR SEES!—



Child and Adolescent Health Program
San Bernardino County Department of Public Health

CHILD ABUSE: WHAT THE EDUCATOR SEES!

WHAT IS CHILD ABUSE?

Child abuse is any act of omission or commission that endangers or impairs a child's physical or emotional health and development. This includes:

- Physical abuse and corporal punishment.
- Physical neglect and/or inadequate supervision.
- Sexual abuse and exploitation.
- Emotional abuse and deprivation.

The act of inflicting injury or allowing injury to result, rather than the degree of injury, is the determinant for intervention. A parent or caretaker may begin by inflicting minor injuries, then may increasingly cause more serious harm over a period of time. Therefore, detecting the initial small injuries and intervening with preventive action may save a child from future permanent injury or death.

Of course, physical injuries, physical neglect and malnutrition are more readily detectable than the subtle and intangible injuries which result from emotional maltreatment or deprivation. However, all kinds of abuse create serious problems and demand attention.

Indicators of these are provided on the page entitled: "Physical and Behavioral Indicators of Child Abuse and Neglect."

CASES OF CHILD ABUSE

It is estimated that there are 1,000,000 cases of child abuse occurring nationwide each year. In San Bernardino County there were 7,822 cases of child abuse for 1983. It is difficult to know how many cases of child abuse actually occur. According to the Attorney General of California, for every reported child abuse case, there are four cases that go unreported.

WHO WORKS WITH CHILD ABUSE CASES?

The major responsibility for dealing with child abuse cases in California rests with the Child Protective Services (CPS) unit of County Public Social Services Agencies and law enforcement agencies. These agencies work closely with the Public Health Department, Mental Health, the Judicial System and other appropriate agencies.

REPORTING CHILD ABUSE

The person or agency reporting child abuse does not have to "prove child abuse", that is the responsibility of the Child Protective Services (CPS) or the law enforcement agencies. The reporter need only suspect child abuse. "Reasonable suspicion" means that it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his or her training and experience, to suspect child abuse.

PHYSICAL AND BEHAVIORAL INDICATORS OF CHILD ABUSE AND NEGLECT

TYPE	PHYSICAL INDICATORS	BEHAVIORAL INDICATORS
<p>PHYSICAL ABUSE</p>	<p>Unexplained Bruises and Welts:</p> <ul style="list-style-type: none"> - on face, lips, mouth - on torso, back, buttocks, thighs - in various stages of healing - clustered, forming regular patterns - reflecting shape of article used to inflict (electric cord, belt buckle) - on several different surface areas - regularly appear after absence, weekend or vacation <p>Unexplained Burns:</p> <ul style="list-style-type: none"> - cigar, cigarette burns, especially on soles, palms, back or buttocks - immersion burns (sock-like, glove-like, doughnut shaped on buttocks or genitalia) - patterned like electric burner, iron, etc. - rope burns on arms, legs, neck or torso <p>Unexplained Fractures:</p> <ul style="list-style-type: none"> - to skull, nose, facial structure - in various stages of healing - multiple or spiral fractures <p>Unexplained Lacerations or Abrasions:</p> <ul style="list-style-type: none"> - to mouth, lips, gums, eyes - to external genitalia 	<p>Wary of Adult Contacts</p> <p>Apprehensive When Other Children Cry</p> <p>Behavioral Extremes:</p> <ul style="list-style-type: none"> - aggressiveness, or - withdrawal <p>Frightened of Parents</p> <p>Afraid to go Home</p> <p>Reports Injury by Parents</p>
<p>PHYSICAL NEGLECT</p>	<p>Consistent Hunger, Poor Hygiene, Inappropriate Dress</p> <p>Consistent Lack of Supervision, Especially in Dangerous Activities or Long Periods</p> <p>Unattended Physical Problems or Medical Needs</p> <p>Abandonment</p>	<p>Begging, Stealing Food</p> <p>Extended Stays at School (early arrival and late departure)</p> <p>Constant Fatigue, Listlessness or Falling Asleep in Class</p> <p>Alcohol or Drug Abuse</p> <p>Delinquency (e.g. thefts)</p> <p>States There is No Caretaker</p>
<p>SEXUAL ABUSE</p>	<p>Difficulty in Walking or Sitting</p> <p>Torn, Stained or Bloody Underclothing</p> <p>Pain, Swelling, or Itching in Genital Area</p> <p>Pain on Urination</p> <p>Bruises, Bleeding or Lacerations in External Genitalia, Vaginal or Anal Areas</p> <p>Vaginal/Penile Discharge</p> <p>Veneral Disease, Especially under 14 years or in Pre-teens</p> <p>Poor Sphincter Tone</p> <p>Pregnancy Especially Under 14 years</p>	<p>Unwilling to Change for Gym or Participants in Physical Education Class</p> <p>Withdrawal, Fantasy or Infantile Behavior</p> <p>Bizarre, Sophisticated, or Unusual Sexual Behavior or Knowledge</p> <p>Poor Peer Relationships</p> <p>Delinquent or Run Away</p> <p>Reports Sexual Assault by Caretaker</p>
<p>EMOTIONAL MAL-TREATMENT</p>	<p>Speech Disorders</p> <p>Lags in Physical Development</p> <p>Failure-to-thrive</p>	<p>Habit Disorders (sucking, biting, rocking, etc.)</p> <p>Conduct Disorders (antisocial, destructive, etc.)</p> <p>Neurotic Traits (sleep disorders, inhibition of play)</p> <p>Psychoneurotic Reactions (hysteria, obsession, compulsion, phobias, hypochondria)</p> <p>Behavior Extremes:</p> <ul style="list-style-type: none"> - compliant, passive - aggressive, demanding <p>Overly Adaptive Behavior:</p> <ul style="list-style-type: none"> - inappropriately adult - inappropriately infant <p>Developmental Lags (mental, emotional)</p> <p>Attempted Suicide</p>

Taken from the Educator's Role in the Prevention and Treatment of Child Abuse and Neglect, by Diane D. Broadhurst, National Center on Child Abuse and Neglect.

HOW TO DIAGNOSE THE MALTREATED CHILD

Take note of:

A child who is frequently absent or late.

A child who arrives at school too early and hangs around after classes without apparent reason. He may be afraid of or not be welcome at home.

A child who is unkempt and/or inadequately dressed.

A child who more than occasionally bears bruises, welts, and other injuries.

A child who is hyperaggressive, disruptive, destructive in behavior.

A child who is withdrawn, shy, passive, uncommunicative. He has sunk into his own internal world.

A child who needs, but is not getting, medical attention.

A child who is undernourished.

A child who is always tired and tends to fall asleep in class.

The parent who becomes aggressive or abusive when approached with a view to discussing the child's problems.

The parent who doesn't bother to show up for appointments or is so unresponsive he might as well have stayed at home.

The parent who is slovenly, dirty, and (smells) of alcohol.

The parent who shows little concern for the child or what he is doing or failing to do.

The parent who does not participate in any school activities or come to any school events.

The parent who will not permit the child to participate in special school activities or events. (Especially true in sex molestation.)

The parent who is not known to any of the other parents or children.

The parent whose behavior is described by the child as bizzare and unusual.

The parent whose behavior is observed by school personnel to be strange, bizzare, irrational, or unusual in any way.

From Vincent J. Fontana, M.D., SOMEWHERE A CHILD IS CRYING. pp. 169-171.

WHAT DO I LOOK FOR?

(Guidelines for Observing Injuries)

°WHERE ARE THE INJURIES LOCATED? IS THIS TYPE OF INJURY WHAT ONE WOULD NORMALLY EXPECT FOR THE CHILD'S PARTICULAR AGE GROUP?

For example, bruises on a preschool aged child which are found on the elbows, knees, or shins, even on the forehead, would be considered normal for the age group in most circumstances. If these bruises were found on the back, genital area, thighs, buttocks, face or the backs of the legs, one should be suspicious.

°HOW MANY INJURIES DOES THE CHILD HAVE? ARE THERE SEVERAL INJURIES OCCURRING AT ONE TIME? OR HAVE THERE BEEN SEVERAL INJURIES OVER A PERIOD OF TIME?

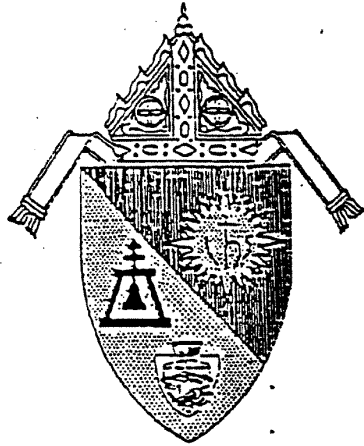
The greater the number of injuries, the more likely abuse could have occurred, although this is not a rigid rule. In the same manner, the presence of many injuries which are at various stages of healing could indicate repeated injury.

CALIFORNIA'S REPORTING LAW FOR CHILD ABUSE
(PC11165 et seq., replacing PC11161.5 et seq.)
AS OF JANUARY 1, 1983

PERSONS REPORTING	CIRCUMSTANCES	REPORTING	TO WHOM, ETC.
<p>CHILD CARE CUSTODIAN Teacher Administrative Officer Super. Child Welfare & Attendance Certified Pupil Personnel Employee of Public or Private School. Administrator of Day Camp-Public or Private Licensed Day Care Worker Administrator of Community Care Facility Licensed to Care for Children Headstart Teacher Licensing Worker or Evaluator Public Assistance Worker Employee of Child Care Institution Social Worker Probation Officer</p> <p>MEDICAL PRACTITIONER Physician & Surgeon Psychiatrist Psychologist Dentist Resident Intern Podiatrist Chiropractor Licensed Nurse Dental Hygienist Other, B&P 500, et seq.</p> <p>NONMEDICAL PRACTITIONER Public Health Employee Treats Minor for V.D. or Any Other Condition, State or County Coroner Paramedic Marriage Counselor Family Counselor Child Counselor Religious Practitioner, Diag., Exam., Treats Children</p> <p>CHILD PROTECTIVE AGENCY Police Department Sheriff's Department County Probation Department County Welfare Department</p>	<p>Upon obtaining knowledge or observing child, in professional capacity or within scope of employment</p>	<p>MANDATED FOR PERSON TO REPORT if reasonably suspect or know child victim of child abuse/ neglect/molestation/ sexual abuse MUST REPORT</p>	<p>To a CHILD PROTECTIVE AGENCY (Child Protective Service (CPS) Local law enforcement agency, probation)</p> <p>1. Time By phone immediately or as soon as practically possible, AND in writing within 36 hours of re- ceiving the information of the incident.</p> <p>2. Contents -Name of reporting person -Name of child -Present location of child -Nature & extent of injury -Other information request by the AGENCY</p>
<p>1. CHILD CARE CUSTODIAN* 2. MEDICAL PRACTITIONER* 3. NONMEDICAL PRACTITIONER* 4. CHILD PROTECTIVE AGENCY*</p>	<p>Upon obtaining knowledge of or reasonably suspecting (Note: need not be while in professional capacity, or in scope of employment).</p>	<p>REPORT NOT MANDATED, BUT PERMITTED Reasonably suspects child is victim of mental suffering (inflicted) or emotional well- being endangered MAY REPORT</p>	<p>To a CHILD PROTECTIVE AGENCY</p> <p>1. Time-no limit stated 2. Contents - as above</p>
<p>ANY OTHER PERSON</p>	<p>Upon obtaining knowledge of or observing child</p>	<p>MAY REPORT Reasonably suspect or know child victim of child abuse NOT REQUIRED TO</p>	<p>To a CHILD PROTECTIVE AGENCY</p> <p>1. Time-no limit stated 2. Contents - as above</p>

*Same persons as numbered above.

C. Dave Weede
By: C. Dave Weede
Deputy District Attorney
San Bernardino County



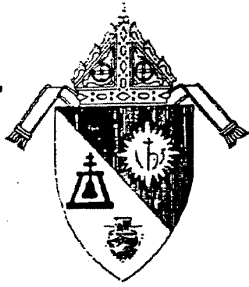
DIOCESIS DE SAN BERNARDINO

*Reglamentos de la Diocesis
en Casos de Conducta Sexual Impropia*

Edición para Voluntarios

*Para uso mandatorio y ser completado por voluntarios que
regularmente participan en actividades, programas, ministerios
religiosos, y educación de menores.*

Efectivo el 1o. de julio de 1993



Diocesan Pastoral Center

Diocese of San Bernardino

10. de julio de 1993

A: Todos los Voluntarios de Parroquias, Escuelas, Agencias y Departamentos

DE:



RE: Reglamentos para Voluntarios

El Centro Nacional de Abuso Infantil, reporta que, a través de los Estados Unidos, una de cada cinco niñas, y uno de cada ocho niños será victima de abuso sexual antes de los 12 años. Al nivel nacional, se han reportado victimas hasta de seis meses, pero el abuso tiene su cúspide entre los 8 y 12 años. También ocurre en los años de adolescencia. Todos los niños, no importa su edad, nivel económico, o herencia racial o étnica, están en peligro. Sí, todos nuestros niños --aun los suyos.

Con demasiada frecuencia el ofensor es una persona en una posición de confianza, como un maestro, una persona que cuida los niños, consejero, ministro, trabajador o voluntario de una iglesia. Los expertos nos indican que el daño físico, psicológico, y emocional como resultado del abuso sexual, puede ser muy extenso y destructor. Es un tema por el que todos debemos de preocuparnos.

Desde 1991, la Diocesis de San Bernardino ha tenido como requisito que todo el clero, religiosos, y empleados laicos examinen una póliza formal, y completen documentos relativos al tema de conducta sexual impropia. En unos momentos usted tendrá la oportunidad de examinar una póliza que ha sido diseñada especialmente para nuestros voluntarios que trabajan con jovencitos en nuestras iglesias, escuelas, agencias, y departamentos. Creemos que esta póliza, y su cooperación en cuanto a ella, es critica para la protección de nuestros pequeños.

Juntos, podemos hacer una diferencia para el futuro. Por favor, examinen detalladamente esta póliza, y complete la Aplicación y Cuestionario (Apéndice I) requerida. Sepa también que su cuidado, cooperación, y diligencia para esta póliza es sumamente apreciada.

1450 North "D" Street, San Bernardino, California 92405 (714) 384-8200

Introducción

El problema constante de contacto sexual inapropiado, el cual es una forma de explotación sexual ha empezado a ser discutido abiertamente en nuestra sociedad. Es un tema de etica que ha sido ignorado por nuestra sociedad y nuestra Iglesia, el cual pone en duda la integridad de los ministros de nuestra Iglesia y causa serios problemas a todo el cuerpo de Cristo.

Existe una urgente necesidad de reconocer y enfrentar abiertamente el problema del abuso sexual por miembros del Clero, ministros, empleados, y voluntarios de nuestra Iglesia. Hay necesidad en la comunidad eclesiástica de crear un ambiente nuevo donde el silencio, la ignorancia y minimización se superen con la comprensión, el amor Cristiano, y el respeto mutuo.

La Relación Profesional

Dentro del papel pastoral, personas que desempeñan posiciones como líderes de programas o voluntarios, se encuentran en una posición de poder sobre los feligreses u otras personas que buscan consejo, dirección, y apoyo. La relación pastoral es por definición, una relación de confianza y es la responsabilidad del profesional, empleado, o voluntario, cuidar y mantener tal relación.

Conducta Sexual Inapropiada

Cuando empleados o voluntarios de la Iglesia usan la influencia de su posición para iniciar actividades sexuales con los feligreses, se envuelven en actos irresponsables e inmorales y se aprovechan de personas vulnerables. El contacto o actividad sexual puede tomar varias formas. Puede incluir el tocar las zonas erógenas, acariciar los senos o areas genitales, besar y/o el coito. También puede incluir sugerencias verbales pidiendo favores o actividades sexuales. Casi siempre esta conducta sucede en secreto.

Reglamento

Es el reglamento de la Diócesis que cualquier caso de conducta sexual inapropiada cometida por empleados or voluntarios de la Diócesis, es en contra de los principios Cristianos y está fuera de la área de trabajo de todo empleado y voluntario de la Diócesis. Empleados y voluntarios de la Diócesis no cometeran actos de conducta sexual inapropiada, y deberán cumplir con las leyes estatales y locales con respecto a reportar la conducta inapropiada sexual actual o sospechada, y tendrán que seguir todos los requisitos presentados en este reglamento. Este reglamento no se refiere a conducta sexual inapropiada en general, si no a circunstancias especiales las cuales son mencionadas en este reglamento. El objetivo de este reglamento es de establecer requisitos y procedimientos para prevenir la conducta sexual

inapropiada por parte del personal y voluntarios de la Diócesis que resulte en daño a otras personas, mientras el trabajo de la Diócesis se lleva acabo, y para proveer una guía al personal de la Diócesis de como responder a las alegaciones de conducta sexual inapropiada si la misma ocurriera. Se es entendido que este reglamento fué diseñado para aplicarse a voluntarios prospectivos de la Diócesis. (Un documento similar se ha diseñado para empleados y personas religiosas.)

Presunciones y Metas

Comenzemos con la presunción que la gran mayoría de los miembros del Clero, los ministros profesionales, los empleados y voluntarios de la Iglesia son competentes, eticos, de buen juicio y con madurez. Pero cuando ocurre una violación de la relación ministerial, las personas involucradas tienen que tener recurso a pedir alivio, y la situación tiene que ser evaluada y tratarse de una manera justa e imparcial. Por esta razón, la Diócesis de San Bernardino by desarrollado un programa comprensivo diseñado a:

1. Intervenir y responder apropiadamente en situaciones de abuso;
2. Crear un ambiente de comprensión por medio de educación que ayudará a mántener la integridad de la relación Ministerial, y prevenir el uso inapropiado del poder y la autoridad.

Respuesta a Situaciones de Abuso

La respuesta de la Diócesis de San Bernardino a casos de conducta sexual inapropiada por miembros del Clero, empleados y voluntarios tiene que incluir el cuidado pastoral de la víctima, el bienestar de la comunidad, investigación de la acusación y el tratamiento del ofensor. Se tendrá cuidado que toda persona involucrada sea tratada de una manera consistente con valores de dignidad, compasión, comprensión y justicia.

A. Definiciones

1. Bajo este reglamento solamente, el término "conducta sexual inapropiada" quiere decir cualquier conducta sexual por parte del personal Diócesano, empleados y voluntarios durante y mientras trabajan para la Diócesis, y que es:
 - 1.1 Contra la ley civil; o
 - 1.2 Contra las enseñanzas morales, y las doctrinas y leyes del código de derecho Canónico de la Iglesia Católica Romana y que cause daño a otra persona.
2. "Personal" incluye los miembros del Clero, seminaristas, y todos los empleados de la Diócesis.

3. "Voluntarios" incluye todos los voluntarios que regularmente participan en las actividades, programas, ministerios y la educación de menores.

B. Distribución de Reglamento

Una copia de este reglamento será distribuida a todos los voluntarios que regularmente participan en las actividades, programas, ministerios y la educación de menores, y cuando sea pertinente, a cualquier otra persona Diocesana aplicable y de cada entidad incorporada civilmente a la Iglesia Católica localizada o establecida dentro de la Diócesis de San Bernardino la cual tiene como miembro, presidente o director al Obispo de la Diócesis de San Bernardino.

C. Leyes Locales Estatales

La ley civil prohíbe la violación sexual, bigamia, sodomia, actos lascivos con menores, y relaciones consensuales con muchachas menores de edad. La ley civil requiere que cualquier guardián de menores o profesional de salubridad que sepa del abuso de un menor o que sospeche, razonablemente, del abuso de un menor, reporte el abuso actual o sospechado a la agencia protectora de niños (Department of Child Protective Services, County Probation Department, Department of Welfare, Departamento de policía y del Sheriff). El reporte debe de ser inmediato y por escrito dentro de 36 horas de haber recibido la información del incidente. Bajo esta ley, "guardián" quiere decir maestro(a), ayudante instruccional, ayudante de maestro(a), administrador de guardería de niños, investigador de fiscal del distrito, inspector u oficial de mantenimiento familiar, y policía. "Proveedor profesional de salubridad" quiere decir cualquier religioso que diagnostique, examine, o trate menores; cualquier consejero matrimonial, familiar o de menores; cualquier consejero en entrenamiento de la misma consejería; cualquier psiquiatra, psicólogo o doctor médico.

D. Verificación de Referencias y Antecedentes

1. Todo voluntario eventual de la Diócesis completará, como parte de su compromiso, una aplicación y cuestionario "Application and Questionnaire" y ejecutará las mismas las cuales serán mantenidas en confidencia. Una copia de la aplicación y cuestionario está adjunta a este documento como Apéndice 1.
2. Aplicaciones y cuestionarios completos serán revisados, y cuando sea necesario, serán investigados por supervisores locales y tendrán que mantenerse permanentemente en el archivo local del voluntario. El Vicario General, Moderador de la Curia o delegados del mismo deben ser consultados cuando el repaso y o la investigación de la aplicación/questionario ponga en duda la aptitud del voluntario.

E. Obligación de Reportar

Cualquier personal voluntario de la Diócesis que tenga conocimiento actual o tenga la sospecha razonable de un incidente de conducta sexual inapropiada por cualquier miembro del personal o voluntario de la Diócesis tendrá el deber de cumplir con todo reporte o requisito aplicable local o estatal (respetando siempre la relación sacerdote-penitente del Sacramento de Penitencia), y reportará a la Diócesis lo siguiente:

1. Un reporte oral de cualquier incidente actual o sospechado tendrá que hacerse inmediatamente al supervisor del acusado y lo siguiente se tendrá que reportar por escrito:
 - 1.1 La forma adjunta titulada Suspected Child Abuse Report deberá completarse y deberá ser dirigida a la agencia apropiada de protección de menores (Vea Section C, Pagina 4). Una copia de esta forma viene adjunta como apéndice II. Un duplicado de la forma deberá ser enviada a la persona designada por la Diócesis.
 - 1.2 La forma de reporte adjunta de conducta sexual inapropiada deberá ser completada y dirigida a la persona designada por la Diócesis. Una copia de esta forma viene adjunta como apéndice III.
2. El supervisor del departamento tendrá que notificar inmediatamente al representante Diocesano, abogado Diocesano y al administrador de seguridad Diocesana de los reportes de conducta sexual inapropiada.

F. Investigación de Reportes

1. Cada incidente reportado será inmediatamente investigado, con el cuidado de no interferir con ninguna investigación criminal, y con el mayor cuidado y confidencialidad Cristiana para la víctima alegada, la familia de la víctima, la persona que reportó el incidente, y para el acusado. La investigación sera conducida bajo la supervisión del Moderador de la Curia, el Canciller o la persona designada por la Diócesis.
2. Se obtendrá el consejo de abogados civiles y canónicos inmediatamente.
3. La investigación de un sacerdote se hará bajo leyes canónicas. (Ver Código de Derecho Canónico #1717). En caso de que un miembro del Clero o personal religioso sea acusado de un acto sexual inapropiado, esta persona será tratada de acuerdo con las proviciones canónicas aplicables. Cualquier clérigo que sea acusado de conducta sexual inapropiada será puesto en

ausencia administrativa y podrá ser suspendido de sus tareas ministeriales de acuerdo con provisiones canónicas aplicables.

4. El acusado podrá ponerse en ausencia administrativa hasta que se resuelva toda investigación exterior en el caso.
5. Los archivos apropiados de cualquier incidente reportado e investigación hecha y/o resultados de la misma tendrán que mantenerse.
6. Notificación del incidente será dada a las aseguranzas de acuerdo con los términos de las pólizas aplicables.
7. Cuando se han hecho acusaciones de conducta sexual inapropiada, el contacto con la víctima y su familia deberá de hacerse lo mas pronto posible. Este deberá llevarse acabo por medio de un sacerdote consejero elegido por el Obispo de San Bernardino, con el propósito de ofrecer cualquier consuelo necesario, sin comentar sobre a la verdad de la acusación. Se ofreserá asistencia médica, sicológica y espiritual, y en casos apropiados, asistencia económica de manera amistosa y con espíritu de justicia y caridad Cristiana. Consejos legales cívicos y canónicos deberán entenderse antes de que haya algun contacto o se dé alguna ayuda a la víctima y su familia.
8. Cualquier contacto o pregunta de la prensa referente a un acto sexual por el personal Diocesano deberá ser dirigido al Director de Comunicaciones de la Diócesis.

G. Acción Donde se ha Determinado Culpabilidad

Cualquier miembro del personal o voluntario que no sea miembro del Clero de la Diócesis que haya sido declarado culpable de conducta sexual inapropiada en un jurado civil será despedido inmediatamente y/o su posición voluntaria o posición de responsabilidad con la Diócesis será terminada.

Cualquier miembro del personal o voluntario que no sea miembro del Clero de la Diócesis que admita culpabilidad a un incidente de conducta sexual inapropiada será removido inmediatamente de su posición voluntaria o posición de responsabilidad con la Diócesis.

H. Acción Donde no se ha Determinado Culpabilidad

1. Cuando un miembro del personal o voluntario que no sea miembro del Clero, es acusado de un acto sexual inapropiado, pero no es declarado culpable de ningún crimen en los jurados civiles

y no admite el acto de conducta inapropiada, uno de los procedimientos siguientes será observado:

- 1.1 Si se han adoptado reglamentos, los cuales presentan la manera de terminar, bajo causa, los servicios del acusado, incluyendo aviso y una audiencia sin prejuicios, esos reglamentos deberán de ser seguidos.
 - 1.2 Si no se han adoptado reglamentos respecto a la manera de terminar los servicios del acusado, el acusado tendrá la oportunidad de presentar su caso a un árbitro escogido por el acusado y la Iglesia. El acusado tendrá derecho a representación legal independiente, la cual será pagada por el acusado. Se notificará al acusado de los cargos con suficiente tiempo para preparar una defensa y para presentar testigos de descargo. El árbitro escuchará todo el testimonio y examinará toda evidencia presentada por el acusado y la Iglesia y rendirá una desición sobre la verdad de las acusaciones. Si los cargos de conducta sexual inapropiada son encontrados ciertos, el acusado será despedido inmediatamente de su empleo con la Iglesia o despedido de su posición de voluntario de la Diócesis. Costos sobre la audiencia serán repartidos igualmente por el acusado y la Iglesia, excepto los costos de representacion legal, estos serán pagados por cada lado.
 - 1.3 Un proceso diseñado por el Obispo o la persona designada por la Diócesis.
2. La Diócesis reserva el derecho de limitar las actividades de cualquier voluntario, sin tomar en cuenta la culpabilidad o inocencia del mismo.

I. Educación

Los siguientes miembros del personal y voluntarios de la Diócesis, así como cualquier otro miembro del personal de la Diócesis que el Obispo pida que participe en este programa, tendrá que atender programas educacionales sobre metodos de reconocimiento y prevención de conducta sexual inapropiada la cual está definida en este reglamento:

- * El Clero (Obispo, Sacerdotes y Diáconos), seminaristas y religiosos.
- * Directores y maestros de escuela.
- * Voluntarios.
- * Administradores de oficinas, departamentos o programas.

- * *Directores de educación religiosa.*
- * *Catequistas.*
- * *Directores de programas de menores y sus empleados.*

J. Archivos de Investigación

1. *Los archivos de cada incidente reportado y de cada investigación se mantendrán bajo la custodia de la Diócesis. Estos archivos serán demarcados "confidential" y se mantendrán en el Centro Pastoral, bajo llave, y con acceso solamente a: El Obispo, El Vicario General, El Canciller, El Administrador de Negocios y los abogados de la Iglesia.*

APENDICE I

Documento Confidencial

Aplicación y Cuestionario
Diócesis de San Bernardino

(Favor de escribir claramente y completar las tres páginas)

Nombre: _____ N° de Seguro Social: _____

Domicilio: _____ Teléfono (hogar): _____

_____ Teléfono (trabajo): _____

Nombre del lugar donde el voluntario proveerá sus servicios: _____

Fecha de Nacimiento: _____ Sexo: _____ (F) _____ (M)

Numero de Licencia de Manejo: _____ Estado _____

Ocupación: _____

Compañía de Empleo; Nombre: _____

Compañía de Empleo; Domicilio: _____

Años de empleo: _____

Empleador Anterior; Nombre: _____

Empleador Anterior; Domicilio: _____

Años de empleo: _____

Otros nombres o apodos usados: _____

Experiencia trabajando con jóvenes en otras organizaciones,
escuelas y parroquias: _____

Membresía en otras organizaciones: _____

Referencias: Favor de enumerar referencias que conozcan su carácter y forma de trabajar con jóvenes. Referencias serán verificadas cuando sea necesario: _____

Información Adicional (Marque Sí o No)

Usa usted drogas ilícitas: Sí No

Ha sido usted hayado culpable de algún crimen: Sí No

Ha sido usted acusado, o ha sido declarado culpable de descuido de, abuso de, o de cometer actos sexuales inapropiados con menores?

Sí No

Se le ha suspendido su licencia de manejar? Sí No

Hay algún dato o circunstancia referente a su pasado que llamaría la atención si fuera puesto en cargo de la supervisión, el consejo, la educación y al cuidado de jóvenes? Sí No

Se su respuesta es Sí, por favor explique.

Explicaciones:

Yo entiendo que:

La información aquí declarada puede ser verificada, y si es necesario, hacer contacto con las personas y organizaciones mencionadas en esta aplicación, o con cualquier otra persona u organización que tenga información sobre mí. Yo descargo cualquier recurso legal contra cualquier organización que dé información sobre mí. También descargo cualquier recurso legal que tenga sobre esta organización, la parroquia, escuela, Obispo de San Bernardino, y los ejecutivos, directores, empleados y voluntarios del mismo.

Aplicante

Fecha

Notas del Revisante:

c:\clients\apendice.I

sexual misconduct policy
volunteers' edition
appendix I

SUSPECTED CHILD ABUSE REPORT

To Be Completed by Reporting Party
Pursuant to Penal Code Section 11166

A. CASE IDENTIFICATION	TO BE COMPLETED BY INVESTIGATING OFFICER
	VICTIM NAME _____
	REPORT NO./CASE NAME _____
	DATE OF REPORT _____

B. REPORTING PARTY	NAME/TITLE _____	
	ADDRESS _____	
	PHONE _____	SIGNATURE OF REPORTING PARTY _____
C. REPORT SENT TO	<input type="checkbox"/> POLICE DEPARTMENT <input type="checkbox"/> SHERIFF'S OFFICE <input type="checkbox"/> COUNTY WELFARE <input type="checkbox"/> COUNTY PROBATION	
	AGENCY _____	ADDRESS _____
	OFFICIAL CONTACTED _____	PHONE _____ DATE/TIME _____
D. INVOLVED PARTIES	VICTIM	
	NAME (LAST, FIRST, MIDDLE) _____	ADDRESS _____ BIRTHDATE _____ SEX _____ RACE _____
	PRESENT LOCATION OF CHILD _____ PHONE _____	
	1. NAME _____ BIRTHDATE _____ SEX _____ RACE _____	4. NAME _____ BIRTHDATE _____ SEX _____ RACE _____
	2. _____	5. _____
	3. _____	6. _____
	PARENTS	
	NAME (LAST, FIRST, MIDDLE) _____ BIRTHDATE _____ SEX _____ RACE _____	NAME (LAST, FIRST, MIDDLE) _____ BIRTHDATE _____ SEX _____ RACE _____
ADDRESS _____	ADDRESS _____	
HOME PHONE _____ BUSINESS PHONE _____	HOME PHONE _____ BUSINESS PHONE _____	
IF NECESSARY, ATTACH EXTRA SHEET OR OTHER FORM AND CHECK THIS BOX <input type="checkbox"/>		
1. DATE/TIME OF INCIDENT _____ PLACE OF INCIDENT _____ (CHECK ONE) <input type="checkbox"/> OCCURRED <input type="checkbox"/> OBSERVED		
IF CHILD WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE:		
<input type="checkbox"/> FAMILY DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> SMALL FAMILY HOME <input type="checkbox"/> GROUP HOME OR INSTITUTION		
2. TYPE OF ABUSE: (CHECK ONE OR MORE) <input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL ASSAULT <input type="checkbox"/> NEGLECT <input type="checkbox"/> OTHER		
3. NARRATIVE DESCRIPTION:		
4. SUMMARIZE WHAT THE ABUSED CHILD OR PERSON ACCOMPANYING THE CHILD SAID HAPPENED:		
5. EXPLAIN KNOWN HISTORY OF SIMILAR INCIDENT(S) FOR THIS CHILD:		

SS 8572 (REV. 7/87)

INSTRUCTIONS AND DISTRIBUTION ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). A CPA is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS-8583 if (1) an active investigation has been conducted and (2) the incident is not unfounded.

Police or Sheriff-WHITE Copy; County Welfare or Probation-BLUE Copy; District Attorney-GREEN Copy; Reporting Party-YELLOW Copy

Appendix TT

APENDICE III

CONFIDENCIAL
(Para uso interno)

REPORTE DE SOSPECHA DE CONDUCTA INAPROPIADA SEXUAL DE PERSONAL/VOLUNTARIO MIENTRAS SE HACE EL TRABAJO DE LA DIOCESIS

Reporte de:
(Identidad es opcional. Si no se dá, favor de notar información sobre su supervisor o persona de contacto.)

Nombre/Título: _____

Domicilio: _____

Teléfono: _____

Fecha de Reporte: _____

Persona sospechada de conducta inapropiada:

Nombre: _____

Título: _____

Domicilio: _____

Teléfono: _____

Otras personas involucradas:

Nombre: _____

Edad: _____ Sexo: _____

Domicilio: _____

Teléfono: _____

Describa el incidente de conducta sexual inapropiado que sospecha, incluyendo la fecha, hora y el lugar:

Identifique todo testigo al incidente, incluyendo nombres, domicilios Y números de teléfono, cuando sea posible:

Dé cualquier otra información respecto al incidente que pueda ayudar en la investigación:

*ABUSO DE MENORES:
LO QUE VÉ EL MAESTRO/ LA MAESTRA*



*PROGRAMA DE SALUD PARA MENORES Y ADOLECENTES
DEPARTAMENTO DE SALUBRIDAD DEL CONDADO DE SAN BERNARDINO*

*TRADUCIDO AL ESPAÑOL POR LA DIOCESIS DE SAN BERNARDINO
PARA USO EXCLUSIVO DE SUS EMPLEADOS Y VOLUNTARIOS*

ABUSO DE MENORES: LO QUE VÉ EL MAESTRO/ LA MAESTRA

QUE ES ABUSO DE MONORES?

Abuso de menores es cualquier acto de omisión o comición que ponga en peligro o impida la salud y el desarrollo físico y emocional de cualquier menor. Esto incluye:

- Abuso físico y maltrato corporal.
- Supervisión inadecuada y/o descuido físico.
- Abuso o explotación sexual.
- Abuso y/o privación emocional.

No es tanto el grado del daño, sino el acto de infligir o permitir daño a un menor, lo cual determina si se tiene que intervenir. Un padre, madre, o guardian de menores puede empezar por hacer daños menores, los cuales se bienen incrementando y, cuando causados por un largo tiempo, causan o pueden causar daños mas serios. Por eso, el detectar cualquier daño o herida, por pequeña que sea, y intervenir con acción preventiva puede salvar a un menor de daño permanente o de la muerte.

Esta claro que daños físicos, el descuido físico y la mal nutrición son mas facil de descurbirse que daños intangibles los cuales son causados por el maltrato o la deprivación emocional. No obstante, toda clase de abuso crea serios problemas y requiere atención.

Ejemplos de manifestaciones de abuso se encuentran en la pagina titulada "Ejemplos de Manifestaciones Fisicas o de Conducta de Abuso o Descuido."

CASOS DE ABUSO DE MENORES

Se estima que cada año hay Un Millon (1,000,000) de casos de abuso de menores en este pais. En el condado de San Bernardino hubo 7,822 casos en el año 1983. Es dificil saber con exactitud cuantos casos ocurren hoy. El procurador del estado da California ha declarado que por cada caso de abuso de menores que se reporta, hay cuatro que quedan sin reportarse.

QUIEN TRABAJA EN CASOS REPORTADOS?

La mayoria de la responsibilidad de tratar casos de abuso de menores en California es de la unidad de Servicio de Protección de Menores (Child Protective Services o "CPS") del Departamento de Servicios Sociales Publicos del Condado (County Public Social Services) y departamentos de policia y sherriff. Estas agencias trabajan con los departamentos de Salubridad Publica (Public Health,) Salubridad Mental (Mental Health,) el Systema Juridico (Judicial System,) y otras agencias apropiadas.

EL REPORTE DE ABUSO

La persona o agencia que haga un reporte de abuso de menores no tiene que probar el abuso actual, esta responsabilidad es de la agencia de Servicio de Protección de Menores ("CPS") o de los departamentos de policia o de sherriff. La persona o agencia que haga el reporte solo tiene que sospechar, razonablemente, el abuso. El "sopecho razonable" quiere decir que es objetivamente razonable que una persona sospeche, tomando en cuenta los hechos que pueden causar a una persona rezonable en una posición similar, usando apropiadamente su experiencia y educación, del abuso de un menor.

Ejemplos de Manifestaciones Físicas o de
Conducta de Abuso o Descuido

TIPO	MANIFESTACIONES FÍSICAS	MANIFESTACIONES DE CONDUCTA
ABUSO FÍSICO	<p>Moretes o Marcas en la Piel que no tienen explicación:</p> <ul style="list-style-type: none"> - en la cara, labios, boca - en el torso, espalda, trasero, piernas - aunque se estén aliviando - que estén juntos formando algún diseño - tomando la forma de algún artículo que se pueda usar para castigar (cinturón, cuerda, o lazo) - que aparezcan en diferentes partes del cuerpo - estos aparecen regularmente después de un fin de semana o de vacaciones, o después de una ausencia prolongada del menor <p>Quemaduras que no tienen explicación:</p> <ul style="list-style-type: none"> - de cigarro o cigarrillo, especialmente en los pies, las manos, la espalda o el trasero - de agua, en las manos y que parecen guantes, o en los pies y que parecen calcetines, o que parecen donas en el trasero o en las áreas genitales - de cuerda o lazo en las manos, los pies, el cuello, o el torso <p>Fracturas que no tienen explicación:</p> <ul style="list-style-type: none"> - de la cabeza, la nariz, o cara - aunque se estén aliviando - fracturas múltiples o consecutivas <p>Heridas que no tienen explicación:</p> <ul style="list-style-type: none"> - en la boca, labios, encías, u ojos - en la área exterior de los órganos genitales 	<p>Temor al contacto de adultos</p> <p>Nerviosismo cuando otros niños lloran</p> <p>Conducta Extrema</p> <ul style="list-style-type: none"> - agresivo, o - reservado <p>Miedo a sus padres</p> <p>Temor de irse a casa</p> <p>Reportes de heridas causadas por los padres</p>
DESCUIDADO FÍSICO	<p>Hambre consistente, mal estado higiénico, vestidura inapropiada</p> <p>Falta de supervisión consistente, especialmente en casos peligrosos o por períodos largos</p> <p>Problemas físicos o necesidades médicas mal atendidas</p> <p>El abandono</p>	<p>Mendiga, pide o roba comida</p> <p>Llega a la escuela temprano y se queda tarde</p> <p>Fatiga constante, cansado o seguido se duerme en clase</p> <p>Abuso de alcohol o drogas</p> <p>Actos de delincuencia</p> <p>Declara que no hay quien lo cuide</p>
ABUSO SEXUAL	<p>Dificultad en caminar o en sentarse</p> <p>Ropa interior rota o manchada con sangre</p> <p>Dolor, comezon, o inflamación de las áreas genitales</p> <p>Dolor al orinar</p> <p>Moretes, sangre, o heridas en la área exterior de los órganos genitales, en la área vaginal o anal</p> <p>Secreción vaginal o penal</p> <p>Enfermedades venéreas, especialmente en menores de 14 años de edad</p> <p>Mal color del musculo esfínter</p> <p>Embarazo, especialmente en menores de 14</p>	<p>No quiere cambiarse o participar en clases de gimnasio</p> <p>Reservado, Conducta infantil o fantástica</p> <p>Conducta o conocimiento sexual extraño o sofisticado</p> <p>Malas relaciones con niños de la misma edad</p> <p>Conducta delincuente como escaparse de su casa</p> <p>Reporta asalto sexual en contra de persona responsable por su cuidado</p>
MALTRATO EMOCIONAL	<p>Desordenes o impedimentos con el habla</p> <p>Problemas con el desarrollo físico</p> <p>Falta o decaimiento de desarrollo</p>	<p>Desordenes de forma de ser (chupar el dedo morder de labios, meserse solo, etc.)</p> <p>Desordenes de conducta (antisocial, destructivo, etc.)</p> <p>Características neuróticas (desordenes del sueño, temor a jugar)</p> <p>Reacciones psiconeuróticas (histeria, obsesiones, compulsiones, fobias, hipocondríaco)</p> <p>Conducta extrema</p> <ul style="list-style-type: none"> - complasivo, pasivo - agresivo, exigente <p>Conducta adaptativa extrema</p> <ul style="list-style-type: none"> - como adulto - como infantil <p>Desarrollo retrasado (mental o emocional)</p> <p>Intentos de suicidio</p>

Tomado de Educator's Role in the Prevention and Treatment of Child Abuse and Neglect, by Diane D. Broadhurst, National Center on Child Abuse and Neglect.

COMO DIAGNOSTICAR A MENOR MALTRATADO

Ponga atención a:

Al menor que esta ausente o llega tarde con frecuencia.

Al menor que llega a la escuela muy temprano y que se queda despues de classes sin razón. Puede que tenga miedo de irse a casa o piensa que no es bienbenido en casa.

Al menor que llega sucio o malvestido.

Al menor que seguido llega con moretes o heridas.

Al menor que es muy agresivo, que interrumpe la clase, o que tiene conducta destructiva.

Al menor que es muy reservado, pasivo, que no le gusta platicar, y que parece que se envuelve en su propio mundo.

Al menor que necesita pero no recibe atención médica.

Al menor mal alimentado.

Al menor que siempre está cansado o que frecuentemente se duerme en clase.

A los padres que se vuelve agresivos o abusivos cuando se les pregunta sobre cualquier problema del menor.

A los padres que nunca se molestan en atender citas o no responden con interes.

A los padres que llegan a la escuela sucios y oliendo a alcohol.

A los padres que no ponen mucha atención en sus hijos, especialmente en lo que hacen o no hacen en la escuela.

A los padres que no participan en actividades escolares o nunca se presentan a eventos escolares.

A los padres que no permiten que sus hijos participen en actividades especiales escolares. (Especialmente en casos de abuso sexual.)

A los padres que no son conocidos por otros padres de la misma escuela.

A los padres de quienes la conducta es descrita come estraña o no usual por sus hijos.

A los padres de quienes la conducta observada por el personal de la escuela parece estraña, irracional, o no usual.

De Vincent J. Fontana, M.D., SOMEWHERE A CHILD IS CRYING. pp.169 - 171

QUE ES LO QUE BUSCO?

(Pautas para observar Heridas)

ODONDE SE ENCUENTRAN LAS HERIDAS? ES ESTA LA CLASE DE HERIDA QUE NORMALMENTE SE ENCUENTRA EN EL GRUPO DE EDAD DEL MENOR?

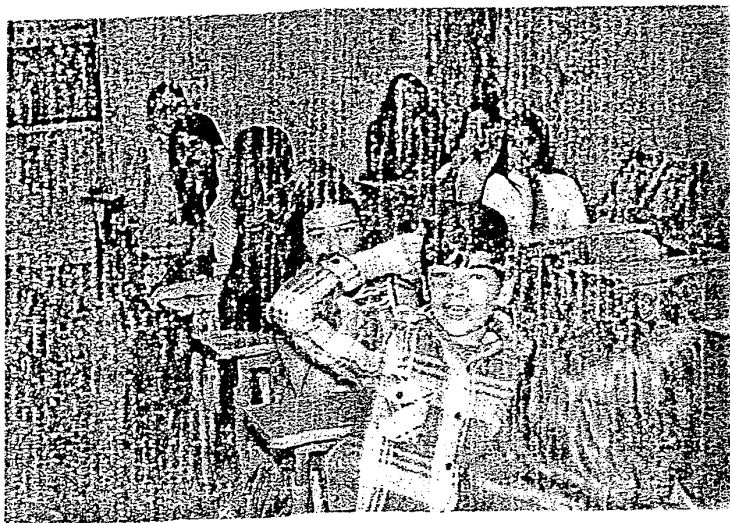
Por ejemplo, moretes en un menor de edad de preschool que se encuentran en los codos, las rodillas, las espinillas, o asta en la frente, pueden considerarse como normales. Pero si estos moretes se encuentran en la espalda, la area genital, las piernas, el tracero, en la cara, o detras de las piernas, entonces se tiene que sospechar.

OCUANTAS HERIDAS TIENE EL MENOR? HAY VARIAS HERIDAS AL MISMO TIEMPO? HA HABIDO VARIAS HERIDAS SOBRE UN PERIODO DE TIEMPO?

Mientras mas heridas sufra el menor, lo mas posible que pueda haber ocurrido el abuso. Del mismo modo, la precencia de muchas heridas que se encuentran en varios estados de alivio pueden indicar heridas repetidas, causadas por el abuso.

AROUND MT. ST. JOSEPH'S







UND CCD

To Be Said

ing the special CCD, invite and retarded families to rience with also welcome

Troy Estrada into God's family when he makes his first Holy Communion at the Mass.

Refreshments will be served at the rectory meeting room following the Mass.

