



Participant Handbook

Our Mission

Catholic Family Adventure Club (CFAC) was created to provide support and community to Catholic homeschooling families and those considering the vocation of homeschooling.

CFAC's primary goal is to provide our families with regular social engagement to develop and maintain relationships that support and encourage us as individuals, families, homeschoolers and Catholics. We will engage with fellow Catholic homeschoolers as well as the greater Catholic Community by providing support, information, resources, and activities. Creating this community will help ourselves and others in both the faith and in the vocation of homeschooling.

Domestic Church

Traditionally, the purpose of any Catholic homeschool group is to provide support and help strengthen the Domestic Church of individual families within the community so that we might reach the goal of building up the Kingdom of God. We will provide a variety of activities and opportunities that foster a deeper love for Christ and the Catholic Church. We want to place before our children role models of virtue to follow as they journey toward heaven. We celebrate the liturgical year with joy and solemnity and help expose our children to the richness that the Church offers each of us.

To help us along our spiritual journey, we have chosen Saint John Paul II to be our patron saint.

Family Engagement

Active Participation

Since we function as a community, all members are asked to contribute to the workload. Everyone is asked to participate by accepting some type of role and responsibility toward fulfilling the group's mission. The Leadership Team will work with each family to identify those unique spiritual gifts that might help to serve our group. All will give what they can and the Lord will fill in the gaps.

All families who participate in the group are expected to have at least one parent on-premise at all group events where they have children in attendance unless noted on the invitation for the event as unnecessary.

All families who participate in the group are expected to attend at least two events/activities each semester. We understand that life happens, and grace will always be extended to those members of our community who are unable to fulfill this expectation due to circumstances beyond their control (e.g. birth of a new baby, illness, etc.).

Code of Conduct

There is a written code of conduct for participation in this group. All participating families must agree to and sign the code of conduct prior to participating in any activities. We encourage all children over the age of ten, who are developmentally capable of understanding the code of conduct, to read and sign the code of conduct as well.

Cost

Each family who participates in the group will be asked to pay \$75 a year for their participation. These funds will go toward administrative costs such as facility use, programming supplies, website, etc. In addition, each family will be required to purchase a t-shirt for each participating member of their family to be worn during field trips, liturgical celebrations, and other events where families will be representing our group. Additional one-time charges may be incurred for participation in specified trips, special projects, and activities.

Important: Financial assistance by way of a payment plan will be provided to families for whom participation is financially difficult. Please contact the treasurer to request an Angel Assistance Agreement. Your request will be kept confidential.

Communications

CFAC's website has a member dashboard with a detailed, interactive calendar for upcoming events. Members can sign up for upcoming events on the website. There is also a member's only forum and an area to post classifieds.

Email & Text Messaging

Our website can send email and text messages to all our current members. Anything related to group business will be sent to everyone who is an active member (signed up on the website, paid up and in good standing). Please use the member's forum on the website if you have reminders or details for group events, or anything else that might be of interest to our group.

By agreeing to participate in this group, you are responsible for providing a current email address and/or phone number that can receive text messages and actively checking for group email communications.

Inclement Weather & Illness Policy

Inclement Weather

If Tyler Independent Schools are closed, all ministry events will be canceled that day. If Tyler Independent Schools are delayed, ministry events will be determined by coordinators/leaders. If there is inclement weather, please check your email before leaving home!

Illness

We always want our families to participate in activities unless there is illness within your family, and then we want you to bow out and stay home.

A child who has any of the following conditions poses a risk to others and we ask that you keep your family at home until everyone has been symptom free for 24 hours without the aid of medication or until a doctor has determined that an illness is non-communicable.

- A fever of 100 degrees or higher
- Diarrhea
- Vomiting-two or more episodes in a 24 hour period
- Mouth sores or other rash or sores on body
- Purulent conjunctivitis (pink eye) – pink or red conjunctiva with white or yellow discharge

We collectively appreciate consideration regarding illness and the need to limit the spread of germs within our community.

LEADERSHIP TEAM

Roles and Responsibilities

Club Administrator

- Provide guidance and strategic direction to the Leadership Team including presiding over all Leadership Team meetings and any general group meetings.
- Responsible for receiving reports from specific committees and acting upon them.
- Participate or make arrangements for representation in all activities sponsored by the group.
- Website administration
- Provide financial oversight

Financial Coordinator

- Present a monthly report of income and expenses to the Leadership Team and prepare an annual update to distribute to all members.
- Work with the Club Administrator to prepare a yearly budget.
- Administrate the Angel Assistance Program.
- Responsible for petty cash and financial reimbursements

Communications Coordinator

- Update our website as appropriate and communicate to the membership via multiple mediums (e.g. email, text, monthly newsletter, and website).
- Disseminate information as appropriate to external parties regarding the club and its activities.
- Website administration

Membership Coordinator

- Serves as initial contact for all new members and assists them with the registration process.
- Maintains a list of prospective members and follows up with them periodically.
- Fields any membership-related questions from active CFAC members

Facilities Coordinator

- Responsible for securing rental agreements and reservations for the group's events (this does not include field trips).
- Ensures that spaces are used in the proper manner and returned to the owner in the same or better condition.
- Manages supply inventory and makes purchases as needed.

Liturgical Program Coordinator

- Provides leadership to the Liturgical Programming Committee in the recognition of the seasons and feasts that are celebrated in the liturgy.
- Develop and implement liturgical programs that aid in the celebration and understanding of the entire mystery of Jesus Christ, from his Incarnation and birth until His Ascension, the day of Pentecost, and the expectation of His return in glory.
- Collaborate with other Leadership Team members to implement liturgical programs.

Prayer and Family Support

- Serve as prayer leader for Leadership Team meetings, coordinate and provide direction for our participation in Adoration, Novenas, and communication of prayer intentions.
- Help coordinate meals and other support as needed for families.