

April 19, 2017

Greetings from IGNITE Confirmation Ministries at Incarnation!

Enclosed you will find **four pages that need to be completed** before you and your child come to Confirmation Registration on Wednesday, April 26<sup>th</sup>, 4:00 p.m. - 7:00 p.m. in the Incarnation Gathering Space. The lavender page is the **personalized registration form**, we have bolded the information we know about your son or daughter, please complete all missing information.

The second page is white and titled "Called to Serve Sign-Up 2017-2018." Students complete the front page and parents complete the back page. **Students and parents are each required to complete a service opportunity each year of Confirmation.**

The third page is ivory and is a required health form. The fourth page is green, it is the "All About Me" form, and should be completed by your son or daughter. It is helpful for your child's Guide to get to know your child better.

Please read the enclosed Confirmation Handbook with your son or daughter. You will be asked to turn in the signature page at Confirmation registration. Please refer to Incarnation's website and the pages dedicated to Confirmation to learn more or answer questions you may have.

The registration fee for 8<sup>th</sup> graders is \$100. This covers the cost of all retreats, fun events and all materials provided by Incarnation. Financial assistance is available. Please contact Shawna Berg for a confidential scholarship application.

We look forward to seeing you and your child on Wednesday, April 26<sup>th</sup> sometime during the 4:00 p.m. - 7:00 p.m. registration period (your individual registration should take 5-15 minutes). We ask that you bring your child so we can take an up-to-date picture, which helps us and your child's Guide get to know them. If you have any questions, please start by calling Julie Durbin in the Incarnation Office at 651-484-7213.

We look forward to partnering with you during this next phase of your child's faith journey!

Sincerely,

Pastor Joel Vander Wal  
*Pastor for Children, Youth &  
Family*

Shawna Berg  
*Director of Confirmation &  
Middle School Ministry*

# 2017-2018 INCARNATION IGNITE 7/8 CONFIRMATION HANDBOOK

## WHAT IS IGNITE CONFIRMATION?

IGNITE Confirmation is a 3-year program that begins in the fall of the 7<sup>th</sup> grade year with IGNITE 7 and concludes with a 3-part Celebration of Confirmation in the spring of their 9<sup>th</sup> grade year. At the Service of Confirmation those students who have chosen to be Confirmed will publicly affirm their faith as they respond to the following question:

*Do you intend to continue in the covenant God made with you in Holy Baptism:*

- To live among God's faithful people
- To hear God's Word and share in God's supper
- To proclaim the Good News of God in Christ, through word and deed
- To serve all people, following the example of our Lord Jesus
- And to strive for justice and peace in all the earth

Confirmation is a process of learning and preparation that is structured around this promise and Incarnation's Mission, Vision, and Values. The goal is to equip young people so they can answer this question of Confirmation faithfully. More than that, the goal is to nurture these young people in their faith development as they explore what it means to live as followers of Jesus Christ and discover the gift of living in God's abundant and forgiving love. We also want to introduce them to some of the essential practices of faithful living, including: reading and studying the Word of God found in the Bible, prayer, service to others, sharing our gifts, talents, and resources, and expressing our faith through words and actions.

As leaders at Incarnation, we have worked hard to build a strong Confirmation ministry for the sake of your child's faith. **Confirmation is a voluntary program, not a sacrament.** By registering your child, you are making a commitment to support them through this process. This handbook is your guide to the elements and expectations of this program. It will help you understand how things work and what is expected of your child and of you as a Confirmation parent. Your child's experience depends on how well we partner together as parents, Confirmation Guides, and Incarnation staff.

## **ELEMENTS OF THE IGNITE 7 AND IGNITE 8 PROGRAM**

When you look at the Confirmation calendar, you will see that there are three types of events that make up our Confirmation ministry.

### **Learning Events**

Learning Events are interactive small group time dedicated to understanding more about God and how we live the Christian life by exploring the Bible as the Word of God and through the teachings of Martin Luther's Small Catechism.

Most of our sessions are Learning Events, on those nights people registered for Session One meet in their small groups from 5:30 p.m. - 6:30 p.m. and then travel as a group to Incarnation Hall for large group worship which will last until 7:00 p.m. Those registered for Session Two will meet their small group in their assigned row in Incarnation Hall and participate in large group worship from 6:30 p.m. - 7:00 p.m. before going to their small groups from 7:00 p.m. - 8:00 p.m. **Please note that students who wish to participate in organized music (Good News Singers or Chapel Bells) at Incarnation will need to register for Session Two.**

### **Servant Events**

A Servant Event is an evening designated for serving as a small group either inside or outside Incarnation. Servant Events are coordinated by each small group's Guide. Each small group will participate in at least one Servant Event. These events happen on designated nights (noted on your calendar), but sometimes happen at different times than your normal meeting times or may happen at different place. There are nights built into the IGNITE 7/8 Calendar for these events to take place; but, occasionally, due to the interest of the small group members, service projects will be scheduled at an alternate time (for example serving a Lenten Soup supper). Small group Guides are responsible for communicating the details to parents. If you don't know what is happening, it is important to be in contact with your child's Guide about these events.

### **Fellowship Events**

In order to help small groups get connected and grow closer as a group, there will periodically be opportunities for fellowship and fun, both as a large group and in small groups. Note these dates on the calendar and please be aware that there may be a change in time or location. Small Group Fellowship and Servant Events are listed for the same nights on the calendar. Each small group will determine what they will do on a particular night. Please consider helping your child's Guide out in planning or driving for these events. Our Child Protection Policy requires all volunteers to fill out a

background check form and sign a volunteer covenant. Also, all drivers may be subject to a review of their driving records.

## **Expectations and Requirements**

Because Confirmation is a voluntary program, by registering your child you are committing to the following expectations for yourself and your child. In the fall you and your child will receive a form to help you keep track of your student's progress.

**All requirements must be completed by June 30, 2018.**

## **Weekly Participation**

Regular attendance and participation in all Confirmation events is so important for your child's faith development and bonding within the small group. Please make sure your child is present with their gear: their Bible, Confirmation bag and a pen or pencil. The bag will be given to them on the first night of Confirmation.

## **Worship Attendance/Reflection Sheets**

Gathering in worship is central to our faith and life. Because we want to help students develop the practice of worshipping regularly, *IGNITE 7/8 students are expected to turn in 16 reflection sheets* that indicate their attendance in worship. We have simplified the reflection sheet form so that it is less worrisome for students but still gives us a connection with each student.

Reflection sheets are available on the Information Desk in the Atrium outside the Sanctuary and on a table inside Incarnation Hall. Your child should pick one up before worship and return it to the same location after worship. Please encourage your student to respond thoughtfully. Each sheet will be read and recorded. You can check our website (<http://incarnationmn.org/youth/ignite-confirmation-7-9/reflection-sheets-service-hours/>) weekly to check on your child's progress. You can also download a reflection sheet for use when you are worshipping elsewhere. There are two options for Reflection Sheets, one can be done by your child alone and asks three reflective questions and is worth one sheet. The other invites you and your child to have a conversation about your experience in worship. Since this requires more effort it is worth two reflection sheets.

**Of the 16 required reflection sheets, 12 must be from worship at Incarnation.** Worshipping here at Incarnation is important for the consistency of the theological message between Confirmation and worship and for how we participate in the life of this community of faith. If worshipping on Sunday morning is a challenge because of sports schedules or other family commitments, remember that Incarnation also has a Sunday evening worship service at 6 p.m. in Incarnation Hall.

If your child is worshipping away from Incarnation, they still need to complete a reflection sheet to get credit. Have them save a bulletin and use it to complete a reflection sheet downloaded from the IGNITE 7/8 web page. Please attach the bulletin to the reflection sheet when you turn it in.

During the season of Lent, Confirmation small groups will not meet so that families can worship together during mid-week Lenten worship. Lent is a great time to get caught up on reflection sheets if your child has fallen behind.

If your family situation (i.e. shared custody) makes it difficult for you and your child to worship regularly on Sundays, please connect with Shawna so that we can develop an alternate plan together.

### **Retreats**

Retreats are a more intensive time of connecting and learning. It is a chance to break out of the normal routine and focus on a particular aspect of our relationship with God. If you have an IGNITE 8 student, you have a required retreat. Please mark your calendar now with this retreat date:

IGNITE 8 – Friday, November 10 – Saturday, November 11

The IGNITE 8 “Life Choices” retreat will be an overnight at Incarnation. This retreat allows us to go deeper as we talk about how our faith shapes choices we make in our life, including choices about sex, technology and what those choices may mean for our future.

### **Called to Serve Service in Support of the Ministries of Incarnation**

One of the ways that we express our faith as Christians is through service. For that reason we ask students to complete at least four service hours (depending on the type of service they choose) that support the ministries of Incarnation. Students are also asked to do two hours of service in the community.

There are many different ways to serve and we want to help your student find an opportunity that fits. Opportunities include: acolyting, working in the nursery, assisting with Sunday school, ushering, participating in music, serving Sunday treats, or other special projects. Please note that some opportunities are limited and assigned on a first come, first served basis.

For descriptions, read the “Called to Serve” registration form and have your child choose one area in which they will participate. Students register for their service

opportunity at registration on April 26<sup>th</sup>. In the fall you will receive the schedule of your service assignments, the contact person for your area, and a list of others who are serving in that way. *We depend on our Confirmation students in these important service/leadership roles. If your child is not able to serve on their assigned day(s), you are responsible for finding a substitute from your list.*

To receive credit for service hours for music, ushering, acolyting, Sunday treat serving, nursery or Sunday School, students must sign the clipboard located on the Information Center in the Atrium (near the Sanctuary). To receive credit for service in the community, students will write a paragraph about what they did and have parents or service coordinator sign it.

### **Parent Partnership Service Hours**

Because this is a big program with a lot of moving parts, we need your help to keep things running smoothly. At least one parent is expected to support Confirmation ministry by serving in one of the following ways this year:

**Guide a Small Group** – this is a weekly leadership commitment working directly with a small group of students. Contact Shawna Berg for a detailed position description. Requires a completed background check to fulfill the *Incarnation Lutheran Church Policy for Protecting Children and Youth*.

**Substitute Guide** – from time to time we need someone to fill in for a Guide who needs to miss. Requires a completed background check to full the *Incarnation Lutheran Church Policy for Protecting Children and Youth*.

**Serving Sunday Treats** – this service is done with your child on a Sunday morning. Families will be assigned two, three, or four Sunday shifts, depending on registration, to help serve cookies and provide hospitality for Incarnation families enjoying coffee/cookies after worship services on Sunday morning. You will receive your schedule in the fall.

**Serving Summer Treats** – this is similar to Sunday treats as parents and children serve together. This service begins on Memorial Day weekend. Typically you would serve two or three Sundays during the summer and fulfill your service requirement.

**Assist with Confirmation Registration April 25, 2018** – this is a one hour commitment on April 25<sup>th</sup>. The time frame is generally 4:00 p.m. – 7:00 p.m. but the specific times/dates will be determined next spring.

**Serving Meals** – help prepare and serve a meal to our Confirmands. Commitment is from 4:30 p.m.- 6:30 p.m. on a Wednesday night two to three times per year.

**Hallway Monitor** – assist with youth supervision by monitoring hallways and bathroom areas to make sure students are in classes. Parents would serve two to three times from 5:20 p.m.-6:40 p.m. throughout the year.

Please prayerfully consider your gifts and skills as you choose among these opportunities. Make your selection on the same "Called to Serve" registration form where your child chooses their service opportunity.

## **NUTS & BOLTS**

### **Meals**

Meals will be offered in Grace Hall to students and Guides wishing to participate from 5:00 p.m. - 6:30 p.m. Fees for the meals will be \$90 for one person for the entire year. Family meals are \$125 per family per semester. Registration and fees for meals will be taken at the Ice Cream Social on September 13<sup>th</sup> and at the fall kick-off on Wednesday, September 20.

### **Discipline/Classroom Control Issues**

We expect students to be respectful of guides and one another at all times. Our practice for discipline and for managing classroom control dynamics is to first speak with the student about the offending or disruptive behavior. If the behavior persists, the student will be referred to Shawna Berg. Parents may be asked to attend classes with the student for a period of time. If the behavior still persists, the student may be removed from the IGNITE 7/8 program.

If you are concerned about your child and classroom dynamics, please contact Shawna. We want to work together to create a good learning environment for all participants in the group.

### **Fees**

Fees include all necessary materials, books, activities, and retreats.

IGNITE 7	\$100.00
IGNITE 8	\$100.00

## **CONTACT US**

The staff members responsible for IGNITE 7/8 are:

Pastor Joel Vander Wal

Pastor for Children, Youth & Family  
[jvanderwal@incarnationmn.org](mailto:jvanderwal@incarnationmn.org)

Shawna Berg

Director of Confirmation and Middle School Ministry  
[sberg@incarnationmn.org](mailto:sberg@incarnationmn.org)

Julie Durbin

Confirmation Support Staff  
[jdurbin@incarnationmn.org](mailto:jdurbin@incarnationmn.org)

All of us can be contacted by email or through the Incarnation Office by calling 651-484-7213.



**I have read the IGNITE 7/8 Confirmation Handbook and understand what the basic elements, requirements and expectations are for the Confirmation program at Incarnation. We have prayerfully considered our enrollment in this program and we are excited to be involved and participate.**

I, \_\_\_\_\_ (Student Name) understand the expectations of being involved in IGNITE 7/8 Confirmation ministries at Incarnation. I am excited to continue on my faith journey and will do my best to have a willing spirit, to fulfill the expectations and continue to learn and grow.

Student Signature \_\_\_\_\_

I, \_\_\_\_\_ (Parent Name) will support my child in their Confirmation journey by helping them to fulfill their requirements, encouraging them in their faith journey and supporting the IGNITE 7/8 program at Incarnation in any way I can. I am eager to continue to fulfill the promises I made when this child was baptized (if you or child has not yet been baptized, feel free to speak to a staff person).

Parent Signature \_\_\_\_\_

***Please sign and return this page with your completed registration forms when registering your child(ren) for IGNITE 7/8 Confirmation at Incarnation.***

**IGNITE Confirmation: 8th Grade**  
**Incarnation Lutheran Church 2017-2018**

Include with registration:

- Registration fee \$ \_\_\_\_\_
- Student photo
- Health form
- Called to Serve Form
- All About Me



Registration Received: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Student will attend IGNITE  Session I 5:30 – 7:00 p.m.  Session II 6:30 – 8:00 p.m.

Do you have a Bible?  Yes  No **Are you changing session time?**  Yes  No

*Please return all registration materials on registration night April 26, 2017 (4:00-7:00 pm).*

*We will do our best to honor friend requests and service choices (first come, first served on some service opportunities) as long as forms are turned in on Wednesday, April 26. After April 26, friend requests and service choices will be honored only as space allows.*

*Also note that all of you signing up for Music opportunities MUST sign up for Session II.*

Incarnation Lutheran Church reserves the right to use photos taken during SPARK/IGNITE ministries to be used in LifeTimes, on the Incarnation Website, on Facebook or in promotional material.

Please complete using black/blue ink and 10 digit phone #'s

**Registration fee: \$100.00**

Student \_\_\_\_\_  
First Middle Last

Male  Female Wishes to be called \_\_\_\_\_

Birthdate: \_\_\_\_\_ Baptized  YES Date: \_\_\_\_\_  NO

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home phone (\_\_\_\_\_) \_\_\_\_\_ Parent e-mail \_\_\_\_\_

Student Cell Phone \_\_\_\_\_

Student e-mail \_\_\_\_\_

School \_\_\_\_\_ District \_\_\_\_\_

Member or active participant of Incarnation  Yes  No (If you are new to Incarnation, please talk with Shawna Berg before registering) \_\_\_\_\_ date \_\_\_\_\_ initials of Shawna

Parent's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Parent's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone number \_\_\_\_\_

**One person** I would like to be with in my small group \_\_\_\_\_

Does your child have any special needs we should be aware of (i.e. Learning disabilities, allergies, etc.) \_\_\_\_\_

Does your child have an IEP or 504 Plan?\* \_\_\_\_\_

*\*If you are interested in putting together an individual ministry plan please contact Shawna*

I have read and understand the IGNITE handbook and its policies.

Parent Signature \_\_\_\_\_ Student signature \_\_\_\_\_

*For confidential financial assistance, please contact Shawna Berg (651-484-7213)*

# ALL ABOUT ME – IGNITE 8

Please answer all questions

NAME: \_\_\_\_\_ AGE: \_\_\_\_\_ BIRTHDAY: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

What school do you go to and what is your favorite subject?

Who do you live with? (parents, grandparents, pets, siblings) Please include names.

Are you involved with sports or other extracurricular activities? If so, which ones?

What do you like to do in your free time?

Who is one of your best friends and why do you like them?

What is your favorite movie or book?

Please list three things you are looking forward to about Confirmation:

1.

2.

3.

What is one thing you want to learn in Confirmation:

# CONFIRMATION HEALTH FORM

Incarnation Lutheran Church

2017-2018

Date: \_\_\_\_\_

Name of Youth: \_\_\_\_\_

Address: \_\_\_\_\_

Student Cell Phone: \_\_\_\_\_ Grade in School: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_

In case of emergency, if the above person cannot be reached please call:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

## Medical Information

Insurance Co: \_\_\_\_\_ Insurance ID#: \_\_\_\_\_

Are there any special diets, allergies, medications or restrictions of activities that we need to be aware of?

\_\_\_\_\_

We both realize that while participating in Confirmation, alcohol consumption, smoking, chewing of tobacco and inappropriate behavior are not allowed. If violated, the youth will call his/her parents and the parents will come and take the child home.

As parent/guardian, I give permission for my child to participate in all of the Confirmation Ministry events this year. I give my child permission to ride in vehicles designated by Incarnation when attending fellowship and servant events. I authorize any medical treatment that may be necessary under the circumstances that I cannot be reached. I furthermore release Incarnation Lutheran Church of any liability in these circumstances.

Signature of Youth \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

We plan to take pictures of Confirmation students participating in Confirmation activities and would like to publish them in a variety of publications, both internal and external. Your signature will authorize the use of any photos of your child to be published at the discretion of the Incarnation staff.

Signature of Parent/Guardian \_\_\_\_\_

*Please return this form along with your registration forms to Incarnation on April 26, 2017*

# IGNITE 7/8 CALLED TO SERVE 2017-2018

## STUDENT SIGN-UP

NAME: \_\_\_\_\_

**Please indicate one or two service choices. Students must complete four hours of service at Incarnation and two hours in the community.**

**(Please note that some volunteer opportunities are after the Rite of Confirmation.)**

\_\_\_\_\_ **ACOLYTE** – An acolyte assists the pastors and congregation in worship, serving as a cross bearer, or candle lighter. You will serve a minimum of four times a year. Training is required and will be provided in the fall. Once trained, you will continue to serve until you call us and have us remove your name. *Please circle your preferred worship time(s):*

8:45 a.m.

10:05 a.m.

Lent – Wednesdays

\_\_\_\_\_ **SUNDAY MORNING NURSERY** – You will assist the attendants in caring for infants and toddlers. You are asked to serve for a one month period. Assignments will be given in the fall. Training is required and will be provided in the fall. *Please circle your preferred worship time(s):*

8:45 a.m.

10:05 a.m.

10:45 a.m.

\_\_\_\_\_ **FAMILY EVENTS** – This opportunity will be assigned on a first come, first served basis. Assist the Children's Ministry staff with family events, usually Friday evenings. You will be required to serve at two events. *Please circle your preferred month – we'll do our best to accommodate your request:*

September 10

October 13

November 1

December 1

February 9

March 24

\_\_\_\_\_ **USHERING** – Ushers play an important role in worship. They welcome people, hand out bulletins, collect offering, and assist as needed. You will be assigned a worship team and serve the first, second, third or fourth week of the month. Training is required and will be provided in the fall. *Please circle your preferred worship time(s):*

8:45 a.m.

10:05 a.m.

10:45 a.m.

Lent – Wednesdays

\_\_\_\_\_ **SUNDAY TREAT SERVER** – Parents and youth serve Sunday mornings two to four Sundays during the school year, depending on registration. *If this opportunity is chosen, both youth and parents serve.*

\_\_\_\_\_ **PRESCHOOL CARNIVAL** – Sunday, February 25 from 1:00 p.m. – 3:00 p.m.

\_\_\_\_\_ **SUMMER TREAT SERVER** – Parents and youth serve Sunday morning treats during the summer two to three Sunday's depending on registration. *If this opportunity is chosen, both youth and parents serve*

\_\_\_\_\_ **AUDIO/VISUAL TECHNICIAN** – Wednesdays during IGNITE Large Group from 6:30 p.m. – 7:00 p.m. Training is required and will be provided in the fall.

\_\_\_\_\_ **ASSIST WITH CONFIRMATION REGISTRATION, APRIL 25, 2018** – This opportunity will be assigned on a first come, first served basis.

\_\_\_\_\_ **SPARK SMALL GROUP LEADER** – You will be assigned a class with other SPARK small group leaders. Training is required and will be provided in the fall.

\_\_\_\_\_ **SPARK SUNDAY OR SPARK WEDNESDAY MUSIC LEADER** – Help lead large group time by playing guitar, drums or singing.

\_\_\_\_\_ **SUMMER CAMPS FOR CHILDREN'S MINISTRY** – Help with VBS or Art Camp. Training is required and will be provided in the fall. *(This fulfills all six hours of requirements.)*

\_\_\_\_\_ **SUMMER STRETCH** *(This fulfills all six hours of requirements.)*

\_\_\_\_\_ **MIDDLE SCHOOL MISSION TRIP** *(This fulfills all six hours of requirements.)*

## PARENT PARTNERSHIP OPPORTUNITIES

### 2017-2018

NAME(S): \_\_\_\_\_

#### PLEASE INDICATE ONE SERVICE CHOICE

\_\_\_\_\_ **IGNITE GUIDE** – Background check required. Choose a preferred time:

SESSION 1

SESSION 2

\_\_\_\_\_ **SUBSTITUTE GUIDE** – Background check required. Choose a preferred time:

SESSION 1

SESSION 2

\_\_\_\_\_ **SUNDAY TREAT SERVER** – If your child chooses Sunday treats, parents also must choose Sunday treats.

\_\_\_\_\_ **SUMMER TREAT SERVER** – If your child chooses summer treats, parents also must choose summer treats.

\_\_\_\_\_ **ASSIST WITH CONFIRMATION REGISTRATION, April 25, 2018** – This opportunity will be assigned on a first come, first served basis.

\_\_\_\_\_ **SERVING MEALS** – Help prepare and serve a meal to our Confirmands and families. Commitment is from 4:30 p.m. - 6:30 p.m. on a Wednesday night two to three times per year.

\_\_\_\_\_ **HALLWAY MONITOR** – Assist with youth supervision by monitoring hallways and bathroom areas to make sure students are in classes. Parents would serve two to three times from 5:20 p.m. - 6:40 p.m. throughout the year.

**PLEASE CALL THE INCARNATION OFFICE AT 651-484-7213 FOR ADDITIONAL INFORMATION.**