Mission of Lalanne

To nurture the professional and spiritual development of new teachers committed to education, community, and leadership in the Marianist tradition, with the intention of revitalizing under-resourced Catholic Schools through the teaching ministry of Christ.

The Center for Catholic Education (CCE)

Named in honor of Father Jean Baptiste Lalanne, one of the first members in the Society of Mary, the Lalanne program is an initiative of the Center for Catholic Education (CCE) of the School of Education and Allied Professions (SOEAP) at the University of Dayton. Service in Lalanne is a commitment to making a difference in the lives of children who face unique challenges in their urban/rural surroundings.

The Center’s mission

The Center for Catholic Education at the University of Dayton, in close connection with the University and with the Marianists, serves and leads the local, national, and global Catholic School Community through collaboration, research, and creative action.

Lalanne’s Namesake

Lalanne developed from the CCE at the University of Dayton in 1999. Jean Baptiste Lalanne was one of the original seven members of the Society of Mary (Marianists), the religious order founded by Father William Joseph Chaminade. It is this order that sponsors the University of Dayton. Father Lalanne was the first person to commit his life to the vision of this new religious order after learning of Father Chaminade’s plan. Lalanne was a noted educator and his success was due in large measure to his devotion to education as a ministry and a profession, his great love of children, and his sympathetic understanding of their problems. His career as an educator spanned more than sixty years. Next to Father Chaminade, no one played a more important role in establishing and developing the Marianist educational tradition than did Father Jean Baptiste Lalanne.
Lalanne Teacher
A Lalanne teacher is one who has been accepted as a member of Lalanne and has accepted a teaching position within the program. Lalanne teachers live in community and dedicate themselves to two years of teaching service, a simple lifestyle, and shared beliefs. Lalanne teachers represent their school, their community, Lalanne, and the University of Dayton in their actions and words, both spoken and written.

Mentors for Professional Development
The school principal assigns a mentor to each Lalanne teacher, both for practical guidance as well as for state requirements for Entry-Year (EY) teachers. The mentor is an experienced teacher (usually at the Lalanne member’s school) who provides guidance and support to the volunteers.

Local Community Liaison
Each community has a local community liaison. The Liaison is appointed by the diocesan superintendent in conjunction with the Lalanne Director. Lalanne asks the Liaison to visit the community at least 3 times per year and it is the responsibility of the community to initiate this visit. In addition, the Liaison will help the Lalanne teachers as they settle into the city and call the community on a monthly basis. The Lalanne teachers should look to the Liaison to help them with difficulties associated with adjusting to their new surroundings. The Liaison, in turn, should be in communication with the Lalanne Director about these concerns.

Chaplain
A Lay or Religious person appointed by the Diocese in agreement with the Lalanne director. It is the responsibility of the Lalanne teachers to initiate a monthly visit and it should be set at a time where all of the teachers will be present. Setting the faith sharing at a time when a meal can be shared is ideal.

Lalanne Office Hours
The Director and Coordinator of Lalanne may be reached at the University of Dayton, Chaminade Hall 313, Monday through Friday, 8:30 a.m. to 4:30 p.m. Phone numbers: Jacinta Mergler, Director is (937) 229-3928. Peggy Brun, Coordinator of Lalanne is (937) 229-3177. Main office number is (937) 229-3778.
UCCE
Lalanne belongs to the University Consortium for Catholic Education (UCCE). The consortium establishes and supports a collaborative cadre of primarily Catholic colleges and universities as they design and implement graduate level teaching service programs for the purpose of supporting Catholic/Parochial education in the United States. Annually, the UCCE hosts a summer conference to which directors may take current teacher participants. To learn about other programs that are part of UCCE, visit ucce-connect.com

Lalanne Personnel Descriptions
The primary purpose of Lalanne staff, the school principals and the mentors is to provide support and guidance to Lalanne teachers throughout their Lalanne experience.

Center for Catholic Education Director
The Director supervises all programs and personnel that are part of the Center.

Administrative Assistant for the Center for Catholic Education
The assistant is responsible for providing administrative support for Lalanne. He/she is responsible for the day-to-day operation of the office and serves as a resource person to the public. The assistant reports to the Director of the Center for Catholic Education.

Lalanne Director
The Director is the person in charge of the day-to-day operations of Lalanne. The Director supervises the staff and Lalanne teachers, administers the budget, recruits and screens candidates, and develops policies and procedures.

Coordinator of Lalanne
The Coordinator of Lalanne will assist the Lalanne Director with the recruitment, selection, training, supervision and support of Lalanne teachers. The Coordinator will assist with administrative duties, visits to communities, and attend meetings with various publics including potential teachers, diocesan and school personnel and University personnel.

Our Marianist Charism

Faith...
Rooted… thoughtful… active… growing… joyful… transformational… life-giving… gospel-based… builds on tradition… engages mind and heart… embraces Mary as a model of courage and strength

Mission...
Committed to the poor and marginalized… a synthesis of faith and culture… works toward the greater good… understands the times… educates for life… proclaims the gospel… develops agents of change

Community...
Embody a family spirit… empowers others… builds on strengths, diversity, and equality… is permeable… develops a sense of belonging… is prayerful… celebrates … is concerned and caring

Inclusivity...
Open environment… welcome to all… a wealth of experience… solidarity with others… respects differences… men, women, lay, religious as partners on the journey… inviting and growing… works toward a common unity

Mary...
Woman… risk taker… gentle… mother… confrontational… compassionate… nurturer of life… humble… strong… steadfast… relational…
Marianist Charism
A Life of Faith with Mary

Lalanne communities are unique in that they are faith communities, rooted in the Catholic Marianist Tradition. Marianist spirituality calls us to surrender ourselves to God’s will, looking to Mary as a model of faith and discipleship as we strive, with the help of God’s grace, to develop the virtues of Jesus. Lalanne teachers will explore how God is calling them to personally grow in faith, while also participating in communal prayer.

Opportunities for Faith Development

Prayer and Faith Sharing
Prayer and faith sharing should be part of weekly fellowship evenings.
The community must arrange to meet on another evening during that week if school events interfere.
Lalanne will provide you with a variety of materials to support your spiritual development, or you may use your own resources.

Realizing that each person brings a unique perspective to bear on questions relating to faith, Lalanne teachers must be sensitive to various stages of spiritual development and the individual level of comfort each member brings to the fellowship gathering.

Liturgy
Lalanne teachers can participate in weekly liturgies at local parishes to celebrate with the larger Church family.
Teachers are encouraged to serve as lectors, Eucharistic ministers, choir members, etc.
During the summer, teachers have the opportunity to attend Eucharistic celebrations that are part of the summer program.

Part-Time Jobs/School Service Opportunities
Jobs (part-time or other) are not permitted without the permission of the Director. In most cases, outside employment during the school year will not be permitted. Lalanne teachers may participate in other activities as part of their service commitment. With communication or discussion between the school principal, Lalanne Director and Lalanne teacher, other service to the school such as coaching, student council, etc. may be permitted if it is feasible and does not unduly hinder teaching and/or community responsibilities. The scope of involvement, the size of the program and the stage of professional development will all be considered before approval is given. It is the policy of Lalanne that no teachers in their first semester of teaching coach a sport.

Emergencies
It is especially important that Lalanne teachers contact the Lalanne Director immediately at the office or at home if there is any emergency or accident involving a Lalanne teacher or the Lalanne residence. This includes medical, household, automobile or programmatic emergencies.

Immediately report all accidents and instances of theft to local police, and then to the community liaison and Lalanne Director. In case of an accident, mishap, or a substantial community conflict, the Lalanne Director may ask you to write an incident report that will be kept on file in the Lalanne office and used for clarification, if necessary.

Health Benefits
For those unable to remain on their parents’ insurance plan, your health and dental insurances are provided by programs through the University of Dayton. The health care provider is Anthem. The dental care provider is Superior Dental Care. You will receive a folder containing specific information about the coverage provided at the time of enrollment. Insurance cards are mailed to you usually within two weeks of enrollment.

More information about your health coverage can be found at the following websites: www.bluecares.com; www.anthem.com; 1-800-223-9717.
More information about your dental coverage can be found at the following website: www.superiordental.com; 1-800-762-3159.

Questions or concerns about your health or dental insurance can be addressed to Beth Schwartz or Anita Harris in the Department of Human Resources at the University of Dayton. Call 937-229-2541 to reach either of them.
Grievance Procedure

This procedure addresses situations in which participants in Lalanne, or those that are contractually associated with the Lalanne program, may pursue grievances specifically related to the administration of Lalanne; for instance, in disputes concerning the location or nature of participant assignments. Lalanne participants are reminded of the overlapping relationships that constitute Lalanne. Lalanne participants are simultaneously members of Lalanne, students governed by academic policies and rules of conduct, and employees of host institutions. Accordingly, this grievance procedure complements, but does not supplant, other requirements or policies that affect the participants. Policies governing academic performance, student conduct, and program eligibility, as well as those policies governing the employment relationship between participants and their host institutions remain fully in force independent and are not overridden by, this grievance procedure. Program participants are directed to apprise themselves of the specific procedures and remedies contained within either the relevant University of Dayton handbook or the employment agreement with their host school governing those respective relationships.

In all cases, participants are encouraged to maintain open communication with the Lalanne Director or his/her designee in order to resolve any issues informally. In the event that issues concerning program administration cannot be resolved informally, the steps to be taken by the participant are provided in this procedure. While participants may have advisors of their own choosing and expense, these advisors may not actively participate in the grievance procedure. Minor deviations or exceptions for good cause as determined by the Lalanne Director to these procedures shall not invalidate these procedures or decisions.

Federal Loans

Federal Loans may be deferred because of your full time status as a graduate student. (Deferment means that you do not have to pay on the loan until you complete graduate school; however, the interest will continue to accrue, so you may want to set up a direct payment for the interest only.) Lalanne teachers should contact their lending agency or the financial aid office of the college or university they attended as an undergraduate to verify the benefits and obtain the appropriate forms.

Private Loans

Some private loans are not subject to deferment. Contact the lending agency to verify any options you might have.

Retreats and Other Experiences

Lalanne offers one weekend retreat in the winter.
A chaplain is provided for evenings of reflection once a month during the year. You may wish to participate in diocesan opportunities for retreat and prayer.
You may be invited to participate in school/faculty retreat experiences.
The Lalanne staff and/or the diocesan contact person can provide the names of possible spiritual directors for individuals who desire this opportunity.

Marianist Spirituality

Personal Faith

Marianist spirituality involves a deepening awareness of God’s presence. During their Lalanne experience, teachers are encouraged to stay awake to the ways in which God is present in all aspects of their lives—in the students and coworkers they encounter, in the members of their community, in the joys and trials of each day.

Becoming more attuned to God’s presence opens our minds and hearts to God’s will for us. Like Mary who “kept all these things in her heart,” (Luke 2:51) we ponder God’s action in our lives. We invite God to work in and through us, surrendering ourselves and striving to say “Yes!”, as Mary did, to however God is calling us to bring Christ into the world.

“Father Chaminade taught us to acquire an attitude of living in God’s presence by making acts of faith in that presence. These acts take many forms. For example:

We can offer ourselves to God as we wake up and get dressed in the morning.
We can place ourselves in God’s hands as an instrument of Providence as we begin our work or as we work.
We give ourselves over to living the virtues of Jesus when we need to be patient, to forgive, or to relate to a difficult person.
We can make a deliberate act of trust that grace is at work when we meet difficulties or feel ineffective.”

A Manual of Marianist Spirituality (Quentin Hakenewerth, SM, 2000)
Communal Prayer

Lalanne fellowship evenings and retreats provide a time for common prayer and faith sharing. Just as Mary gathered with the disciples in the upper room, awaiting the coming of the Holy Spirit at Pentecost, she will be with you at each community gathering as you seek to understand how the Spirit is at work in your lives.

These gatherings will sustain you through the trials, tribulations and triumphs of your Lalanne experience because the rewards of service and community living become more apparent as teachers listen to one another.

The following questions could be the basis of a faith sharing evening in the Marianist tradition:

How have I seen God in the people I’ve encountered this week (students, coworkers, community members)?
In what events/experiences have I felt God’s presence or movement?
What difficulties have I encountered in my service and community life?
What in my experience is currently challenging me to grow in my faith?
In what ways did God call me to bring Christ into the world this week?

Often, spirituality comes alive as Lalanne teachers recognize that their service as teachers, their lives in community, and their professional growth are all intimately connected to their faith in a generous and compassionate God who invites us to serve one another. Becoming increasingly aware of God’s action in our lives and the lives of our community members enables us to more effectively communicate the presence of Christ to others.

The Lalanne teacher must declare the decision to terminate in writing and submitted to the Director. Please note that this does not mean that you are automatically released from the contract that you have signed with the school in which you are teaching. All contractual agreements with the school have to be met and/or negotiated by the teacher and the school.

Early Termination (Involuntary)
The Director may terminate a Lalanne teacher’s participation in the program at any time. Lalanne teachers may be terminated for any serious moral or ethical offense, disregard of philosophical, ethical beliefs of the school or the program, consistent failure in the classroom, the inability to live harmoniously with other Lalanne teachers, and/or serious physical or emotional problems.

In addition, the school principal may terminate the teacher’s participation in the program at any time for just cause and/or reserves the right not to renew the contract of a teacher at the end of the first year of service for any reason.

The financial consequences of a voluntary and involuntary termination are as follows:
1. Graduate school tuition obligations become the individual’s responsibility.
2. Reimbursement for your share of the rent for the remainder of the year.
3. Reimbursement for your share of the utilities and other expenses for the remainder of the year.
4. Any moneys that may be owed for obligations incurred such as food, property damage, etc.
5. $1000 fee for the expenses/lost revenue that the Lalanne program has incurred as a result of the early termination.
Confidentiality

On occasion, Lalanne teachers may share issues of a personal nature with other Lalanne teachers or the Lalanne staff. It is expected that whatever is shared in the group or with individual Lalanne teachers will be kept in strict confidence except as described below.

While striving to respect confidentiality, Lalanne teachers have a responsibility to bring to the attention of the Director anything that may adversely affect a member, his/her service to the school, or the well-being of the community. This obligation is meant to protect and preserve the welfare of Lalanne teachers, the community, and the students we serve. Any such information will be dealt with sensitivity and with respect for those involved.

Renewal of Contract and Termination

Lalanne teachers make a commitment to serve in Lalanne for two years. In February, Lalanne teachers who are in their first year of the program are asked to sign and submit their Letter of Intent to Return to the Lalanne program for the second year. Returning the commitment form on time is considered part of your obligation as a Lalanne teacher. Completing and signing the form commits you to participate in Lalanne.

In addition, all Lalanne teachers are expected to abide by the guidelines set by their school for renewal of teaching contracts. Deadlines for handing in letters of intent and for contract renewal should be respected by the Lalanne teacher.

A Lalanne teacher may choose to or be asked to leave the program. If a Lalanne teacher leaves the program prematurely a final determination of the financial obligations will be made on a case by case basis.

Early Termination (Voluntary)

Philosophical differences, difficulty with community living, problems in adapting to a different culture, physical and/or emotional health concerns, etc. may lead a Lalanne teacher to voluntarily withdraw from the program.

Before making a decision to leave the program, a Lalanne teacher must first discuss the situation with the Director. While a decision to leave the program is ultimately a Lalanne teacher’s decision and will ultimately be respected, these decisions should not be made lightly. Penmanship to the insights and suggestions of others is requested.

Marianist Charism

Living in an Inclusive Community

The group of believers was one in mind and heart.

No one said that any of his belongings was his own, but they all shared with one another everything they had…

There was no one in the house who was in need.

Acts of the Apostles

4: 32-34

Community living is much more than just sharing living space. At its best, you will become part of something that is a reflection of the first community of disciples of Jesus. While being an active member of your Lalanne community, you must recognize that your community is your first family. This requires sacrifice at times: sacrificing time with other family members, friends, and significant others.

Building a community does not “just happen” without effort. You must plan to devote time and work to build community, just like you would with developing yourself academically. It is for these reasons that some of the practical aspects of community living are outlined below.

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Components of Community Living

Live Simply
Living simply is not the same as living in poverty. It is an invitation to reflect on the impact the material world has in your own life. At times, financial choices will have to be made; sacrifices, both personal and communal, may have to be made.

Build Relationships
It is about building relationships, relying on one another, supporting each other and sharing the responsibility for the quality of life of the community. Lalanne teachers are challenged to focus on the important questions of faith in Jesus Christ, living harmoniously with others, and how selflessly they extend themselves for their students, co-workers, other Lalanne teachers, God and the global community.

If we are going to use the word [“community”] meaningfully we must restrict it to a group of individuals who have learned how to communicate honestly with each other, whose relationships go deeper than their masks of composure, and who have developed some significant commitment to “rejoice together, mourn together, and to delight in each other, make other’s conditions our own.”

The Different Drum  M. Scott Peck, M.D.  (1988)

Vacations
Lalanne teachers should consult the school calendar for vacation information. Members may spend their vacation time away unless a community event is planned for that time. In the event that a retreat or other community event is planned, Lalanne teachers must participate in the planned event. The community is encouraged to maintain a community calendar on which members will record the dates when they will be away as well as scheduled community events. Vacations cannot be taken during any part of the summer program; weekend trips for family reunions, weddings, and other events need to be cleared by the Lalanne director in advance.

Appearance
As a Lalanne teacher, you are expected to dress professionally in accordance with your school’s policies. In the Lalanne residence a sense of modesty must prevail. Please be sensitive to the coed living situation and employ your common sense.

Alcohol and Substance Abuse Policy
Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, and excessive use of alcohol, will not be tolerated. The habitual use of alcohol is discouraged. The inability to perform school related activities such as teaching and extracurricular activities, failure to participate in community life, or inappropriate behavior resulting from substance abuse are grounds for immediate dismissal from Lalanne. At parties or gatherings it is your responsibility to make sure that those consuming alcohol are of legal age.

Drug-related Offenses at Work
Pursuant to the Drug-Free Workplace Act of 1988, employees (i.e. Lalanne teachers) are prohibited from unlawfully manufacturing, distributing, dispensing, possessing or using a controlled substance in the workplace. As further required under the Drug-Free Workplace Act, a teacher, as a condition of participation in Lalanne, must notify Lalanne if she or he is convicted of any criminal drug statute violation occurring in the workplace no later than five days after the conviction. Failure to adhere to this policy may result in disciplinary action, including termination.

Health and Wellness Assistance
Lalanne provides health and wellness assistance through the University of Dayton Health Center and Counseling Center. The Directors of these two offices have agreed to provide assistance throughout the Lalanne summer. Health Center number is: 937-229-3131; Counseling Center number is: 937-229-3141. When you call please identify yourself as a Lalanne teacher.
Appendix

Legal Responsibility for Possessions
Lalanne is not responsible for the loss of money or other personal belongings of a Lalanne teacher. Lalanne teachers must bring their own vehicles to the residence. Neither Lalanne nor the diocese is responsible for any damage to vehicles. Lalanne teachers are strongly encouraged to have renter’s insurance to cover any damages or loss of possessions.

Professional Expectations
Lalanne teachers are expected, at all times, to present themselves to their students and their communities in the most professional manner. Appropriate boundaries must always be maintained in the student-teacher relationship.

Teachers are expected to fulfill all professional duties, and abide by diocesan and school policies as highlighted in the school’s handbook. Failure to fulfill professional duties or abide by said guidelines will result in a teacher’s dismissal from Lalanne.

In order to fully support Lalanne teachers, it is important that the Director be made aware of any difficulties a member may be having at school or in the community. Lalanne teachers should seek assistance from the principal, mentor teacher, or the Lalanne Director if discipline issues arise at school, or if difficulties with students’ parents or other school staff members occur.

Absenteeism/Tardiness
Lalanne teachers who are absent or late for work must follow the protocol of the school of employment regarding absenteeism and tardiness. Except in the case of illness, you are expected to be at your job on a daily basis. Any anticipated absence needs to be approved by the Lalanne director and the principal prior to making any plans. As a teacher, you should not cause hardship on the principal or the school by your absence from your teaching responsibilities.

Bereavement Leave
Lalanne teachers must consult school policy and the school principal in regard to leave associated with the death of an immediate or extended family member.

Individuality
A Lalanne community appreciates and celebrates the differences, individuality, and gifts of each of its members. It promotes collaboration rather than competition and cultivates a climate in which the members might choose to actively explore and nurture their faith.

Cooperative and Supportive
Lalanne seeks to build a cooperative and supportive environment wherein Lalanne teachers may freely express their successes, joys, doubts, struggles and questions. The journey requires Lalanne teachers to explore, recognize, and appreciate that they live and work with people who have traveled different paths. Because it is rooted in Marianist tradition, the Lalanne community supports those who believe in a life of service.

The living reality of a Lalanne community can sustain and challenge you on a daily basis. Unlike the experience of roommates, neighboring tenants or even co-workers who occupy a common space, a Lalanne community demands that teachers risk vulnerability by openly sharing themselves.

Flexibility and Compromise
You must be willing to share the routine and often mundane tasks of day-to-day living. You must willingly participate in decision-making by consensus and agree to abide by the community’s decisions even when it does not suit you.

Participation
Through participation in activities that might include prayer, group reflection, retreats, meetings and the day-to-day tasks of housework, shopping, cooking, and so forth, Lalanne teachers work together to create a cooperative and supportive environment.

Community living is one of the most important aspects of a Lalanne experience. A supportive community will make a tremendous difference in your personal development and in your performance as a teacher.
Becoming a community requires commitment and self-sacrifice.

Your community will challenge you to grow and because of that, at times, you may have to sacrifice your personal interests for the sake of the community. Unlike most beginning teachers, you have the advantage of a community that provides opportunities for professional and spiritual support.

Community is...

Not the equivalent of living in a dorm or apartment setting. Commitment to each other, making time for one another, sharing concerns and ideas, caring for each other, and sacrificing for each other.

Striving to become more aware of how your daily actions or indifference may affect the lives of those around you.

One of the advantages that sets Lalanne apart from other programs.

Lalanne communities should keep a communal calendar, being aware of and honoring the following expectations and particulars of community living.

Use the ideas below to help plan how your Lalanne family is going to live together this year.

Eating dinner together.

Choose a dinner theme and everyone make one dish to share (Italian theme: pasta, sauce, bread, salad, dessert).

Choose a time to eat together Monday-Friday (everyone can make their own, but eat dinner together and use that time to talk about the day, etc.).

Create a dinner schedule and have 1-2 people plan and cook for the group weekly/monthly.

Marianist Charism

_A Sense of Mission_

Our work is far-reaching; it is magnificent. If it is universal, the reason is that we are missionaries of Mary, who has said to us: “Do whatever he tells you.” Indeed, every one of us is a missionary. To each of us the Blessed Virgin has given a mandate to work at the salvation of our brothers and sisters in the world.

Blessed William Joseph Chaminade
_(Marian Writings, Vol. 2, Jean-Baptiste Armbruster, SM, Editor, 1980)_

_Catholic educators, then, express excellence and fulfill the demands of their vocation as they minister to the authentic needs of youth. Their work is not only a job, a profession requiring specialized expertise; it is also a divine calling, that is, a ministry requiring courage and confidence._

_The Vocation of the Catholic Educator_ (NCEA, 1996)

For Lalanne participants, teaching is not merely a profession and community members are more than just roommates. Lalanne teachers are driven by a sense of mission. They are called, in the Marianist tradition, to participate in Mary’s timeless mission to bring Christ into the world.

In striving to achieve this mission, we listen to Mary’s words as she guided the wedding servants at Cana. She reminds us to, “Do whatever he tells you.” (John 2:5). Lalanne participants must remain attentive to the movement of the Spirit and open to the ways in which God calls them to serve as missionaries to all they encounter, particularly to their students, coworkers, and community members.
Doing household chores such as cooking, shopping, cleaning, etc. together, when feasible.
- Create a chore chart and rotate who cleans each room, takes out the trash, etc.
- Choose a house cleaning day/time and everyone commit to that hour each week
- Get a Sam’s Club/Costco membership and go on big shopping trips together

Meeting for prayer and faith sharing.
- Choose a house prayer that you will say together in the morning before school or each night at dinner
- Plan a special prayer service or faith sharing activity weekly/monthly for the group (create a schedule)
- Go to mass together once a week (rotate parishes or join one parish)
- Participate in Stations of the Cross, a retreat, Reconciliation, a faith sharing group, etc. at a parish in the area

Planning and participating in a variety of monthly community events.
- Service projects—soup kitchen, homeless shelter, animal shelter, etc.
- Support school events—winter programs, sporting events, plays, etc.
- Professional sporting events
  - Ballet, opera, play, comedy club
  - Lunch or dinner out
  - Weekly TV show that everyone enjoys
  - Join an intramural team
  - Run/walk a 5K
  - Bowling or Miniature golf
  - Happy hour on a Friday night out in the city

Meeting regularly to discuss community issues.
- Buy a large office-sized calendar to write down important school dates, birthdays, community events, etc.
- Meet once a month to plan out the next month’s activities and to voice any concerns that need to be discussed with the entire group.
Honoring the communal living rules.

Except for vacations and occasional trips, Lalanne teachers are expected to live in the community residence daily and on at least two weekends of the month and when they are in town.

Pooling Community Resources—financial resources and time spent working together.

Work on grading/lesson planning in the same room—support each other!

Everyone put in $10-20 dollars when needed to buy house hold necessities: toilet paper, paper towels, napkins, foil, zip lock baggies, cleaning supplies.

Make a list of food that everyone can share and buy these items together: eggs, butter, cheese, condiments, salad dressings, spices, flour, sugar, baking items, milk, bread, cereal, etc.

Due to rental and liability contractual agreements, overnight guests are not permitted in Lalanne residences. Any exceptions to this must be cleared by the Lalanne director in advance.

Due to the nature of Lalanne communities, cohabitation and physical intimacy are prohibited in the community residences. Lalanne will not place persons directly involved in intimate personal relationships in the same community.

The climate of acceptance that Marianists call family spirit presumes an attention to the quality of relationships among the people in community. At the level of daily interaction, all members of the community treat each other with respect and speak with simple openess. Over the long term, these daily habits acknowledge the value and dignity of every member of the community, and create the ground in which genuine friendships can flourish.

-Characteristics of Marianist Universities: A Resource Paper (Chaminade University of Honolulu, St. Mary’s University, University of Dayton, 1999), 36.

Part of living in community is being able to effectively communicate with the people you live with. If you have issues and/or concerns, have conversations in this order:

Talk to the person/people involved in your community
Speak with your community liaison or chaplain
Call the Lalanne director
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- Plan a special prayer service or faith sharing activity weekly/monthly for the group (create a schedule)
- Go to mass together once a week (rotate parishes or join one parish)
- Participate in Stations of the Cross, a retreat, Reconciliation, a faith sharing group, etc. at a parish in the area

Planning and participating in a variety of monthly community events.
- Service projects—soup kitchen, homeless shelter, animal shelter, etc.
- Support school events—winter programs, sporting events, plays, etc.
- Professional sporting events
  - Ballet, opera, play, comedy club
- Lunch or dinner out
- Weekly TV show that everyone enjoys
- Join an intramural team
- Run/walk a 5K
- Bowling or Miniature golf
- Happy hour on a Friday night out in the city

Meeting regularly to discuss community issues.
- Buy a large office-sized calendar to write down important school dates, birthdays, community events, etc.
- Meet once a month to plan out the next month’s activities and to voice any concerns that need to be discussed with the entire group.
Becoming a community requires commitment and self-sacrifice.
Your community will challenge you to grow and because of that, at times, you may have to sacrifice your personal interests for the sake of the community. Unlike most beginning teachers, you have the advantage of a community that provides opportunities for professional and spiritual support.

Community is...
Not the equivalent of living in a dorm or apartment setting.
Commitment to each other, making time for one another, sharing concerns and ideas, caring for each other, and sacrificing for each other.
Striving to become more aware of how your daily actions or indifference may affect the lives of those around you.
One of the advantages that sets Lalanne apart from other programs.

Lalanne communities should keep a communal calendar, being aware of and honoring the following expectations and particulars of community living.
Use the ideas below to help plan how your Lalanne family is going to live together this year.

Eating dinner together.
Choose a dinner theme and everyone make one dish to share (Italian theme: pasta, sauce, bread, salad, dessert).
Choose a time to eat together Monday-Friday (everyone can make their own, but eat dinner together and use that time to talk about the day, etc.).
Create a dinner schedule and have 1-2 people plan and cook for the group weekly/monthly.

Marianist Charism
A Sense of Mission

Our work is far-reaching; it is magnificent. If it is universal, the reason is that we are missionaries of Mary, who has said to us: “Do whatever he tells you.” Indeed, every one of us is a missionary. To each of us the Blessed Virgin has given a mandate to work at the salvation of our brothers and sisters in the world.

Blessed William Joseph Chaminade
(Marian Writings, Vol. 2, Jean-Baptiste Armbruster, SM, Editor, 1980)

Catholic educators, then, express excellence and fulfill the demands of their vocation as they minister to the authentic needs of youth. Their work is not only a job, a profession requiring specialized expertise; it is also a divine calling, that is, a ministry requiring courage and confidence.

The Vocation of the Catholic Educator (NCEA, 1996)

For Lalanne participants, teaching is not merely a profession and community members are more than just roommates. Lalanne teachers are driven by a sense of mission. They are called, in the Marianist tradition, to participate in Mary’s timeless mission to bring Christ into the world.

In striving to achieve this mission, we listen to Mary’s words as she guided the wedding servants at Cana. She reminds us to, “Do whatever he tells you.” (John 2:5). Lalanne participants must remain attentive to the movement of the Spirit and open to the ways in which God calls them to serve as missionaries to all they encounter, particularly to their students, coworkers, and community members.
Appendix

Legal Responsibility for Possessions
Lalanne is not responsible for the loss of money or other personal belongings of a Lalanne teacher. Lalanne teachers must bring their own vehicles to the residence. Neither Lalanne nor the diocese is responsible for any damage to vehicles. Lalanne teachers are strongly encouraged to have renter’s insurance to cover any damages or loss of possessions.

Professional Expectations
Lalanne teachers are expected, at all times, to present themselves to their students and their communities in the most professional manner. Appropriate boundaries must always be maintained in the student-teacher relationship.

Teachers are expected to fulfill all professional duties, and abide by diocesan and school policies as highlighted in the school’s handbook. Failure to fulfill professional duties or abide by said guidelines will result in a teacher’s dismissal from Lalanne.

In order to fully support Lalanne teachers, it is important that the Director be made aware of any difficulties a member may be having at school or in the community. Lalanne teachers should seek assistance from the principal, mentor teacher, or the Lalanne Director if discipline issues arise at school, or if difficulties with students’ parents or other school staff members occur.

Absenteeism/Tardiness
Lalanne teachers who are absent or late for work must follow the protocol of the school of employment regarding absenteeism and tardiness. Except in the case of illness, you are expected to be at your job on a daily basis. Any anticipated absence needs to be approved by the Lalanne director and the principal prior to making any plans. As a teacher, you should not cause hardship on the principal or the school by your absence from your teaching responsibilities.

Bereavement Leave
Lalanne teachers must consult school policy and the school principal in regard to leave associated with the death of an immediate or extended family member.

Individuality
A Lalanne community appreciates and celebrates the differences, individuality, and gifts of each of its members. It promotes collaboration rather than competition and cultivates a climate in which the members might choose to actively explore and nurture their faith.

Cooperative and Supportive
Lalanne seeks to build a cooperative and supportive environment wherein Lalanne teachers may freely express their successes, joys, doubts, struggles and questions. The journey requires Lalanne teachers to explore, recognize, and appreciate that they live and work with people who have traveled different paths. Because it is rooted in Marianist tradition, the Lalanne community supports those who believe in a life of service.

The living reality of a Lalanne community can sustain and challenge you on a daily basis. Unlike the experience of roommates, neighboring tenants or even co-workers who occupy a common space, a Lalanne community demands that teachers risk vulnerability by openly sharing themselves.

Flexibility and Compromise
You must be willing to share the routine and often mundane tasks of day-to-day living. You must willingly participate in decision-making by consensus and agree to abide by the community’s decisions even when it does not suit you.

Participation
Through participation in activities that might include prayer, group reflection, retreats, meetings and the day-to-day tasks of housework, shopping, cooking, and so forth, Lalanne teachers work together to create a cooperative and supportive environment.

Community living is one of the most important aspects of a Lalanne experience. A supportive community will make a tremendous difference in your personal development and in your performance as a teacher.
Community living is much more than just sharing living space. At its best, you will become part of something that is a reflection of the first community of disciples of Jesus. While being an active member of your Lalanne community, you must recognize that your community is your first family. This requires sacrifice at times: sacrificing time with other family members, friends, and significant others.

Building a community does not “just happen” without effort. You must plan to devote time and work to build community, just like you would with developing yourself academically. It is for these reasons that some of the practical aspects of community living are outlined below.

Components of Community Living

Live Simply
Living simply is not the same as living in poverty. It is an invitation to reflect on the impact the material world has in your own life. At times, financial choices will have to be made; sacrifices, both personal and communal, may have to be made.

Build Relationships
It is about building relationships, relying on one another, supporting each other and sharing the responsibility for the quality of life of the community. Lalanne teachers are challenged to focus on the important questions of faith in Jesus Christ, living harmoniously with others, and how selflessly they extend themselves for their students, co-workers, other Lalanne teachers, God and the global community.

If we are going to use the word “community” meaningfully, we must restrict it to a group of individuals who have learned how to communicate honestly with each other, whose relationships go deeper than their masks of composure, and who have developed some significant commitment to “rejoice together, mourn together, and to delight in each other, make other’s conditions our own.”


Vacations
Lalanne teachers should consult the school calendar for vacation information. Members may spend their vacation time away unless a community event is planned for that time. In the event that a retreat or other community event is planned, Lalanne teachers must participate in the planned event. The community is encouraged to maintain a community calendar on which members will record the dates when they will be away as well as scheduled community events. Vacations cannot be taken during any part of the summer program; weekend trips for family reunions, weddings, and other events need to be cleared by the Lalanne director in advance.

Appearance
As a Lalanne teacher, you are expected to dress professionally in accordance with your school’s policies. In the Lalanne residence a sense of modesty must prevail. Please be sensitive to the coed living situation and employ your common sense.

Alcohol and Substance Abuse Policy
Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, and excessive use of alcohol, will not be tolerated. The habitual use of alcohol is discouraged. The inability to perform school related activities such as teaching and extracurricular activities, failure to participate in community life, or inappropriate behavior resulting from substance abuse are grounds for immediate dismissal from Lalanne. At parties or gatherings it is your responsibility to make sure that those consuming alcohol are of legal age.

Drug-related Offenses at Work
Pursuant to the Drug-Free Workplace Act of 1988, employees (i.e. Lalanne teachers) are prohibited from unlawfully manufacturing, distributing, dispensing, possessing or using a controlled substance in the workplace. As further required under the Drug-Free Workplace Act, a teacher, as a condition of participation in Lalanne, must notify Lalanne if she or he is convicted of any criminal drug statute violation occurring in the workplace no later than five days after the conviction. Failure to adhere to this policy may result in disciplinary action, including termination.

Health and Wellness Assistance
Lalanne provides health and wellness assistance through the University of Dayton Health Center and Counseling Center. The Directors of these two offices have agreed to provide assistance throughout the Lalanne summer.

Health Center number is: 937-229-3131;
Counseling Center number is: 937-229-3141.
When you call please identify yourself as a Lalanne teacher.
Confidentiality

On occasion, Lalanne teachers may share issues of a personal nature with other Lalanne teachers or the Lalanne staff. It is expected that whatever is shared in the group or with individual Lalanne teachers will be kept in strict confidence except as described below.

While striving to respect confidentiality, Lalanne teachers have a responsibility to bring to the attention of the Director anything that may adversely affect a member, his/her service to the school, or the well-being of the community. This obligation is meant to protect and preserve the welfare of Lalanne teachers, the community, and the students we serve. Any such information will be dealt with sensitivity and with respect for those involved.

Renewal of Contract and Termination

Lalanne teachers make a commitment to serve in Lalanne for two years. In February, Lalanne teachers who are in their first year of the program are asked to sign and submit their Letter of Intent to Return to the Lalanne program for the second year. Returning the commitment form on time is considered part of your obligation as a Lalanne teacher. Completing and signing the form commits you to participate in Lalanne.

In addition, all Lalanne teachers are expected to abide by the guidelines set by their school for renewal of teaching contracts. Deadlines for handing in letters of intent and for contract renewal should be respected by the Lalanne teacher.

A Lalanne teacher may choose to or be asked to leave the program. If a Lalanne teacher leaves the program prematurely a final determination of the financial obligations will be made on a case by case basis.

Early Termination (Voluntary)

Philosophical differences, difficulty with community living, problems in adapting to a different culture, physical and/or emotional health concerns, etc. may lead a Lalanne teacher to voluntarily withdraw from the program.

Before making a decision to leave the program, a Lalanne teacher must first discuss the situation with the Director. While a decision to leave the program is ultimately a Lalanne teacher’s decision and will ultimately be respected, these decisions should not be made lightly. Openness to the insights and suggestions of others is requested.

Marianist Charism
Living in an Inclusive Community

The group of believers was one in mind and heart.
No one said that any of his belongings was his own, but they all shared with one another everything they had…
There was no one in the house who was in need.
Acts of the Apostles 4: 32-34

Community living is much more than just sharing living space. At its best, you will become part of something that is a reflection of the first community of disciples of Jesus. While being an active member of your Lalanne community, you must recognize that your community is your first family. This requires sacrifice at times: sacrificing time with other family members, friends, and significant others.

Building a community does not “just happen” without effort. You must plan to devote time and work to build community, just like you would with developing yourself academically. It is for these reasons that some of the practical aspects of community living are outlined below.

The group of believers was one in mind and heart.
No one said that any of his belongings was his own, but they all shared with one another everything they had…
There was no one in the house who was in need.
Acts of the Apostles 4: 32-34
Communal Prayer

Lalanne fellowship evenings and retreats provide a time for common prayer and faith sharing. Just as Mary gathered with the disciples in the upper room, awaiting the coming of the Holy Spirit at Pentecost, she will be with you at each community gathering as you seek to understand how the Spirit is at work in your lives.

These gatherings will sustain you through the trials, tribulations and triumphs of your Lalanne experience because the rewards of service and community living become more apparent as teachers listen to one another.

The following questions could be the basis of a faith sharing evening in the Marianist tradition:

How have I seen God in the people I’ve encountered this week (students, coworkers, community members)?
In what events/experiences have I felt God’s presence or movement?
What difficulties have I encountered in my service and community life?
What in my experience is currently challenging me to grow in my faith?
In what ways did God call me to bring Christ into the world this week?

Often, spirituality comes alive as Lalanne teachers recognize that their service as teachers, their lives in community, and their professional growth are all intimately connected to their faith in a generous and compassionate God who invites us to serve one another. Becoming increasingly aware of God’s action in our lives and the lives of our community members enables us to more effectively communicate the presence of Christ to others.

The Lalanne teacher must declare the decision to terminate in writing and submitted to the Director. Please note that this does not mean that you are automatically released from the contract that you have signed with the school in which you are teaching. All contractual agreements with the school have to be met and/or negotiated by the teacher and the school.

Early Termination (Involuntary)
The Director may terminate a Lalanne teacher’s participation in the program at any time. Lalanne teachers may be terminated for any serious moral or ethical offense, disregard of philosophical, ethical beliefs of the school or the program, consistent failure in the classroom, the inability to live harmoniously with other Lalanne teachers, and/or serious physical or emotional problems.

In addition, the school principal may terminate the teacher’s participation in the program at any time for just cause and/or reserves the right not to renew the contract of a teacher at the end of the first year of service for any reason.

The financial consequences of a voluntary and involuntary termination are as follows:
1. Graduate school tuition obligations become the individual’s responsibility.
2. Reimbursement for your share of the rent for the remainder of the year.
3. Reimbursement for your share of the utilities and other expenses for the remainder of the year.
4. Any moneys that may be owed for obligations incurred such as food, property damage, etc.
5. $1000 fee for the expenses/lost revenue that the Lalanne program has incurred as a result of the early termination.
Grievance Procedure
This procedure addresses situations in which participants in Lalanne, or those that are contractually associated with the Lalanne program, may pursue grievances specifically related to the administration of Lalanne; for instance, in disputes concerning the location or nature of participant assignments. Lalanne participants are reminded of the overlapping relationships that constitute Lalanne. Lalanne participants are simultaneously members of Lalanne, students governed by academic policies and rules of conduct, and employees of host institutions. Accordingly, this grievance procedure complements, but does not supplant, other requirements or policies that affect the participants. Policies governing academic performance, student conduct, and program eligibility, as well as those policies governing the employment relationship between participants and their host institutions remain fully in force independent and are not overridden by, this grievance procedure. Program participants are directed to apprise themselves of the specific procedures and remedies contained within either the relevant University of Dayton handbook or the employment agreement with their host school governing those respective relationships.

In all cases, participants are encouraged to maintain open communication with the Lalanne Director or his/her designee in order to resolve any issues informally. In the event that issues concerning program administration cannot be resolved informally, the steps to be taken by the participant are provided in this procedure. While participants may have advisors of their own choosing and expense, these advisors may not actively participate in the grievance procedure. Minor deviations or exceptions for good cause as determined by the Lalanne Director to these procedures shall not invalidate these procedures or decisions.

Federal Loans
Federal Loans may be deferred because of your full time status as a graduate student. (Deferment means that you do not have to pay on the loan until you complete graduate school; however, the interest will continue to accrue, so you may want to set up a direct payment for the interest only.) Lalanne teachers should contact their lending agency or the financial aid office of the college or university they attended as an undergraduate to verify the benefits and obtain the appropriate forms.

Private Loans
Some private loans are not subject to deferment. Contact the lending agency to verify any options you might have.

Retreats and Other Experiences
Lalanne offers one weekend retreat in the winter. A chaplain is provided for evenings of reflection once a month during the year.
You may wish to participate in diocesan opportunities for retreat and prayer.
You may be invited to participate in school/faculty retreat experiences.
The Lalanne staff and/or the diocesan contact person can provide the names of possible spiritual directors for individuals who desire this opportunity.

Marianist Spirituality
Personal Faith
Marianist spirituality involves a deepening awareness of God’s presence. During their Lalanne experience, teachers are encouraged to stay awake to the ways in which God is present in all aspects of their lives—in the students and coworkers they encounter, in the members of their community, in the joys and trials of each day.
Becoming more attuned to God’s presence opens our minds and hearts to God’s will for us. Like Mary who “kept all these things in her heart,” (Luke 2:51) we ponder God’s action in our lives. We invite God to work in and through us, surrendering ourselves and striving to say “Yes!”, as Mary did, to however God is calling us to bring Christ into the world.

“Father Chaminade taught us to acquire an attitude of living in God’s presence by making acts of faith in that presence. These acts take many forms. For example:
We can offer ourselves to God as we wake up and get dressed in the morning.
We can place ourselves in God’s hands as an instrument of Providence as we begin our work or as we work.
We give ourselves over to living the virtues of Jesus when we need to be patient, to forgive, or to relate to a difficult person.
We can make a deliberate act of trust that grace is at work when we meet difficulties or feel ineffective.”

A Manual of Marianist Spirituality (Quentin Hakewenwerth, SM, 2000)
Marianist Charism
A Life of Faith with Mary

Lalanne communities are unique in that they are faith communities, rooted in the Catholic Marianist Tradition. Marianist spirituality calls us to surrender ourselves to God’s will, looking to Mary as a model of faith and discipleship as we strive, with the help of God’s grace, to develop the virtues of Jesus. Lalanne teachers will explore how God is calling them to personally grow in faith, while also participating in communal prayer.

Opportunities for Faith Development

Prayer and Faith Sharing
Prayer and faith sharing should be part of weekly fellowship evenings.
The community must arrange to meet on another evening during that week if school events interfere.
Lalanne will provide you with a variety of materials to support your spiritual development, or you may use your own resources.

Realizing that each person brings a unique perspective to bear on questions relating to faith, Lalanne teachers must be sensitive to various stages of spiritual development and the individual level of comfort each member brings to the fellowship gathering.

Liturgy
Lalanne teachers can participate in weekly liturgies at local parishes to celebrate with the larger Church family.
Teachers are encouraged to serve as lectors, Eucharistic ministers, choir members, etc.
During the summer, teachers have the opportunity to attend Eucharistic celebrations that are part of the summer program.

Part-Time Jobs/School Service Opportunities
Jobs (part-time or other) are not permitted without the permission of the Director. In most cases, outside employment during the school year will not be permitted. Lalanne teachers may participate in other activities as part of their service commitment. With communication or discussion between the school principal, Lalanne Director and Lalanne teacher, other service to the school such as coaching, student council, etc. may be permitted if it is feasible and does not unduly hinder teaching and/or community responsibilities. The scope of involvement, the size of the program and the stage of professional development will all be considered before approval is given. It is the policy of Lalanne that no teachers in their first semester of teaching coach a sport.

Emergencies
It is especially important that Lalanne teachers contact the Lalanne Director immediately at the office or at home if there is any emergency or accident involving a Lalanne teacher or the Lalanne residence. This includes medical, household, automobile or programmatic emergencies.

Immediately report all accidents and instances of theft to local police, and then to the community liaison and Lalanne Director. In case of an accident, mishap, or a substantial community conflict, the Lalanne Director may ask you to write an incident report that will be kept on file in the Lalanne office and used for clarification, if necessary.

Health Benefits
For those unable to remain on their parents’ insurance plan, your health and dental insurances are provided by programs through the University of Dayton. The health care provider is Anthem. The dental care provider is Superior Dental Care. You will receive a folder containing specific information about the coverage provided at the time of enrollment. Insurance cards are mailed to you usually within two weeks of enrollment.

More information about your health coverage can be found at the following websites: www.bluecares.com; www.anthem.com; 1-800-223-9717.
More information about your dental coverage can be found at the following website: www.superiordental.com; 1-800-762-3159.

Questions or concerns about your health or dental insurance can be addressed to Beth Schwartz or Anita Harris in the Department of Human Resources at the University of Dayton. Call 937-229-2541 to reach either of them.
UCCE
Lalanne belongs to the University Consortium for Catholic Education (UCCE). The consortium establishes and supports a collaborative cadre of primarily Catholic colleges and universities as they design and implement graduate level teaching service programs for the purpose of supporting Catholic/Parochial education in the United States. Annually, the UCCE hosts a summer conference to which directors may take current teacher participants. To learn about other programs that are part of UCCE, visit ucce-connect.com

Lalanne Personnel Descriptions
The primary purpose of Lalanne staff, the school principals and the mentors is to provide support and guidance to Lalanne teachers throughout their Lalanne experience.

Center for Catholic Education Director
The Director supervises all programs and personnel that are part of the Center.

Administrative Assistant for the Center for Catholic Education
The assistant is responsible for providing administrative support for Lalanne. He/she is responsible for the day-to-day operation of the office and serves as a resource person to the public. The assistant reports to the Director of the Center for Catholic Education.

Lalanne Director
The Director is the person in charge of the day-to-day operations of Lalanne. The Director supervises the staff and Lalanne teachers, administers the budget, recruits and screens candidates, and develops policies and procedures.

Coordinator of Lalanne
The Coordinator of Lalanne will assist the Lalanne Director with the recruitment, selection, training, supervision and support of Lalanne teachers. The Coordinator will assist with administrative duties, visits to communities, and attend meetings with various publics including potential teachers, diocesan and school personnel and University personnel.

Our Marianist Charism

Faith...
Rooted… thoughtful… active… growing… joyful… transformational… life-giving… gospel-based… builds on tradition… engages mind and heart… embraces Mary as a model of courage and strength

Mission...
Committed to the poor and marginalized… a synthesis of faith and culture… works toward the greater good… understands the times… educates for life… proclaims the gospel… develops agents of change

Community...
Embody a family spirit… empowers others… builds on strengths, diversity, and equality… is permeable… develops a sense of belonging… is prayerful… celebrates … is concerned and caring

Inclusivity...
Open environment… welcome to all… a wealth of experience… solidarity with others… respects differences… men, women, lay, religious as partners on the journey… inviting and growing… works toward a common unity

Mary...
Woman… risk taker… gentle… mother… confrontational… compassionate… nurturer of life… humble… strong… steadfast… relational…
**Lalanne Teacher**
A Lalanne teacher is one who has been accepted as a member of Lalanne and has accepted a teaching position within the program. Lalanne teachers live in community and dedicate themselves to two years of teaching service, a simple lifestyle, and shared beliefs. Lalanne teachers represent their school, their community, Lalanne, and the University of Dayton in their actions and words, both spoken and written.

**Mentors for Professional Development**
The school principal assigns a mentor to each Lalanne teacher, both for practical guidance as well as for state requirements for Entry-Year (EY) teachers. The mentor is an experienced teacher (usually at the Lalanne member’s school) who provides guidance and support to the volunteers.

**Local Community Liaison**
Each community has a local community liaison. The Liaison is appointed by the diocesan superintendent in conjunction with the Lalanne Director. Lalanne asks the Liaison to visit the community at least 3 times per year and it is the responsibility of the community to initiate this visit. In addition, the Liaison will help the Lalanne teachers as they settle into the city and call the community on a monthly basis. The Lalanne teachers should look to the Liaison to help them with difficulties associated with adjusting to their new surroundings. The Liaison, in turn, should be in communication with the Lalanne Director about these concerns.

**Chaplain**
A Lay or Religious person appointed by the Diocese in agreement with the Lalanne director. It is the responsibility of the Lalanne teachers to initiate a monthly visit and it should be set at a time where all of the teachers will be present. Setting the faith sharing at a time when a meal can be shared is ideal.

**Lalanne Office Hours**
The Director and Coordinator of Lalanne may be reached at the University of Dayton, Chaminade Hall 313, Monday through Friday, 8:30 a.m. to 4:30 p.m. Phone numbers: **Jacinta Mergler, Director is (937) 229-3928. Peggy Brun, Coordinator of Lalanne is (937) 229-3177. Main office number is (937) 229-3778.**