

ST. MARY PARISH MASTER CALENDAR

Parish Calendar: Please go to calendarwiz.com/stmarymokena to view our parish master calendar. Here are some of the common abbreviations found there.

CH = Church, **BH** = Burnett Hall,
DR = Deacon Room, **BR** = Bishop Room,
FR = Franciscan Room, **GR** = Grotovsky Room.
Classrooms are usually identified by their number,
and other meeting rooms are identified by their name.

The location of most of these meeting rooms may be found on page three of this document. Please contact the parish office or the staff person responsible for the parish event or activity for more information about your meeting space.

Calendar Administration: Requests for parish calendar events are usually scheduled through a parish staff member or through a parish organizational officer.

The pastor and the parish business manager, often in consultation with the parish maintenance director, evaluate these requests according to many factors, and then decide whether and how to schedule an event on the parish master calendar.

Please send your calendar inquiries to mail@stmarymokena.org, or call the parish office at 708-326-9305.

Calendar Assumptions: Not everything can fit on the parish master calendar, nor should it. Certain common sense assumptions are necessary in order to make the parish master calendar practical. They are found on page two of this document.

For example, the regular schedule of Masses and Confessions are not placed on the parish master calendar. There are several other common sense assumptions that are published on page two of this document. This list is not exhaustive, and may be frequently updated. Please consult this list of common assumptions about our calendar.

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General Assumptions for the Parish Calendar: March 2010 Edition

- Gymnasium: The school is always using the gym, until determined otherwise. The school makes its own separate calendar for the gym, which often includes the adjacent Franciscan Room as well.
- Faculty Lounge: Not available for non-school activities at any time. All school-related meetings are scheduled by the school office, and do not appear on the parish calendar.
- Franciscan Room: Not available for non-school use during the school day until 4:00 p.m. After-school activities and events, such as scouts, etc., are scheduled by the school on their calendar.
- Music Room: Not available for non-school use during the school day until 4:00 p.m. It is only available for limited use otherwise, after consultation with the school office.
- Bishop Room: Not available for non-school use during the school day. Otherwise it is available, but the Deacon Room may be preferred because of its accessibility to the outside doors.
- Grotovsky Room – School Day: The school is always using it each school day until 4:00 p.m., unless determined otherwise. Cf. the Franciscan Room usage.
- Grotovsky Room – Religious Education: The religious education program is always using it when religious education classes are in session, unless determined otherwise.
- Koop Library: The school is always using it each school day until 4:00 p.m., unless determined otherwise. It is only available for limited use otherwise, after consultation with the school office.
- Computer Lab: The Media Center is only available for school students and faculty members at this time, unless there is an approved computer class sponsored by the school or the parish.
- Classrooms – School Day: The classrooms are not available for non-school use during school days until 4:00 p.m., unless determined otherwise. Cf. the Franciscan Room usage.
- Classrooms – Religious Education: The religious education program is always using them when religious education classes are in session, unless determined otherwise.
- Deacon Room – School Day: The school is always using it each school day until 4:00 p.m., unless determined otherwise. Cf. the Franciscan Room usage.
- Deacon Room – Religious Education: The religious education program is always using it when religious education classes are in session, unless determined otherwise.
- Burnett Hall: This is the most complicated room to schedule because of set-up and take-down factors. The pastor will make the final determination in case of problematic scheduling issues.
- Church: The church is always being used for liturgies and rehearsals unless determined otherwise. Always check with the pastor in this regard.
- Outside Rentals: Due to insurance reasons, outside rentals are severely restricted. Some approved rentals are the summer programs for children's theater and for special education classes.



1. **195th Street Entrance**

2. **Parish Center Complex**

3. **St. Mary School Entrance**

4. **Gymnasium Entrance**

5. **Gymnasium Parking**

6. **Bishop Fitzgerald Room**

7. **Franciscan Room**

8. **Koop Library & Media Center**

9. **Father Grotovsky Room**

10. **Deacon Fitzgerald Room**

11. **Religious Education Office**

12. **Parish Offices**

13. **Burnett Hall (lower level)**

14. **Lower Level Parking Lot**

15. **St. Mary Church Entrance**

16. **Upper Level Parking Lot**

17. **Rectory Residential House**

18. **115th Avenue Entrance**

19. **Additional Parking Places**

20. **Handicapped Parking Places**

21. **Willowview Parking Lot**

22. **Willowview Park (Mokena)**

23. **Circle Drive (Parish Center)**

24. **Parish Center Courtyard**

Welcome to St. Mary Parish!

We hope that this campus map helps you out when you visit us. Please call the church office at 708-326-9300 for more information about our parish community. If you are lost, please just come to church. We can help you "find your way" to more than just our parish buildings.