

As November rolls in, our minds naturally turn to Thanksgiving. My immediate family spends our Thanksgiving with my in-laws, because my own extended family lives in Mississippi, Georgia and Louisiana. Jon and I have done this for 24 years and I have become accustomed to this tradition. On this day, my mother-in-law accommodates nearly 30 plus family members for dinner and that’s a light year! My “thankfulness” naturally, begins with my family. This year, my job and each of you is top on my list too. “Thank you” to each one of you for working so hard to continue our commitment to keep our children and vulnerable adults safe.

I read a good meditation for Thanksgiving Day and I want to share it. It’s powerful.

“Thank ME frequently as you journey through today. This practice makes it possible to pray without ceasing, as the apostle Paul taught. If you are serious about learning to pray continually, the best approach is to thank ME in every situation.

When your mind is occupied with thanking ME you have no time for worrying or complaining. If you practice thankfulness consistently, negative thought patterns will gradually grow weaker and weaker. A grateful attitude makes it easier for you to communicate with ME.

Give ME thanks (regardless of your feelings, and I give you Joy (regardless of your circumstances).

- Jesus Calling



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When PGC online training isn’t working . . .

Occasionally, we get a call from someone who is having trouble completing the VIRTUS online training. In trying to solve the issue they have stopped and started over two or three times, creating multiple accounts in VIRTUS. By the time the call reaches me, they are beyond frustrated. We work together to troubleshoot what they are doing. In most cases, it is quickly realized that the user is taking the on-line training on a smart phone or iPad. For security reasons, Internet Explorer and these devices just mentioned are not compatible with VIRTUS. We have updated the Protecting God’s Children (VIRTUS) on-line training instructions on the Diocese website to help those taking the online training. In turn, will you try to remember and let your volunteers know to use Chrome or Firefox as well as a desk or laptop computer when taking online training. If you know of other things that may help, please let me know.

I will pass them along to everyone.

Thanks so much.



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tip If you need to quickly look someone up and see if they haven taken a PGC live session follow these quick steps . Click the **Administration Tab** and under Quick Links, click **Live Training Report**. **Select your location** and don’t forget to **check mark “Include Inactive Users”**. This can be a real time saver. I’m smiling because one of our parishes taught me this last week.

tip Can a high school student teach Religious Education? This question comes up often. A high school student may not be the teacher but we can certainly welcome them to assist another adult teacher who is VIRTUS trained. A teacher must be at least 18 years old and a graduate from high school.

tip As each of you are working on requesting an ICHAT agency code, remember to always make sure you have a Criminal Background consent form on file before running a background. [Background Check Release Form \(rev. 11/03/14\)](http://www.dioceseoflansing.org/sites/default/files/files/ICHA%20Request%20Instructions.pdf) . If you have a consent form on file from a previous year, that form is sufficient to run a current background. ICHATS can be used for: volunteers who have lived in Michigan for 10 years or longer and for yearly updated background checks for school employees and parish staff. **Please make sure you have your ICHAT Agency Code by 12/1/16.**
<http://www.dioceseoflansing.org/sites/default/files/files/ICHA%20Request%20Instructions.pdf>

tip When we transfer a VIRTUS account to your parish or school, will you make a note to go into the account and update the personal information of the user (i.e. email address, home address, phone number). As we add or link your parish or school to the user’s account, we also try to update the user’s role or function.

tip If you have an individual who is no longer volunteering or employed in your location (school/parish) you can make their VIRTUS account **Inactive** UNLESS, the account has another location (school/parish) indicated on the account. If so, just remove your location and keep the account active. This will allow the other location to continue having access to the VIRTUS account.

tip If you are a parish with a school and your maintenance staff was hired by the parish, please have all maintenance staff fingerprinted. If an emergency occurs at your school , a parish maintenance staff member may be needed as a backup and employees in the school must be fingerprinted.