



THE TIMETABLE FOR THE PASTORAL PLAN

The PASTORAL PLAN will unfold in two phases giving all of the parishes, schools and parish leaders a sufficient amount of time to participate fully in the process, keeping in mind the scheduling needs of those who will be guiding the process.

The schedule below provides a framework which must necessarily be flexible.

Thursday, August 18: The Bishop's Pastoral Letter and the entire PASTORAL PLAN are sent to all parishes for distribution to priests, deacons, parish life coordinators, parish pastoral council chairs, parish trustees and school principals.

Friday, August 19: The Pastoral Letter and the Summary of the PLAN are published in *The Messenger*. The Summary of the PASTORAL PLAN is sent to secular media outlets.

August 19-September 2: Parish leaders familiarize themselves with the documents, meet as parish and school staffs and begin to work out a possible timetable for Phase One meetings. Copies of documents are shared with members of the parish pastoral council, finance council, and school board, and also with parish catechetical leaders.

The Bishop's Pastoral Letter and Summary of the PASTORAL PLAN only (**NOT** the entire PLAN) are communicated to all of the parishioners. They should be distributed at all of the weekend Masses. They may be emailed to parishioners with a note from the pastor and placed on the parish website. Extra copies should be made available in the church and wherever the Faithful gather. The idea of the PASTORAL PLAN should be introduced from the pulpit and via bulletin articles. The positive, supportive tone of this introduction is very important.

Phase One: (September 2011-March 2012)

September 3-4: Six month "October Count" begins (see page 13 - ATTACHMENT B) and continues every weekend (including Christmas and New Year's) until February 25-26, 2012.

Weeks of September 5-18: Parishes should determine the schedule of the meeting dates for the core Parish Leadership Groups and the larger leadership groups and send the dates to the Vicar

Forane (Dean). These first meetings should take place before **October 7, 2011**. Though he does not attend these meetings, the Vicar Forane is expected to report to the Vicar General that these meetings have been scheduled. The documents of the PLAN (Pastoral Letter and Attachments) should be copied for the participants in these meetings. ATTACHMENT F, RENEWING PASTORAL LIFE AND LOOKING TO THE FUTURE, is **NOT** copied or distributed. It is completed at the end of the consultation by parish leadership. ATTACHMENT G, PRAYER RESOURCE MANUAL is used as parish leadership chooses. ATTACHMENT H, PRAYERS FOR VOCATIONS TO THE PRIESTHOOD, is not copied except for use at weekend Masses.

Thursday, September 15: The Bishop and Vicar General meet with the Vicars Forane and members of the Committee for Parish Renewal and Restructuring to discuss the Committee's responsibilities.

Week of September 19-24: During the Convocation, time will be set aside for the priests to discuss the PASTORAL PLAN. The Bishop, Vicar General, and Father Schultz will be available to answer questions about its overall process, structure and goals.

Monday, September 26: Presbyteral Council meeting: The agenda will be a discussion of ways in which Council members can be of assistance in communicating the necessity for all members of the presbyterate to support the PASTORAL PLAN to fellow priests (via deanery meetings, support groups, etc.). Council members should be available to answer questions of priests in neighboring parishes, conveying to them the positive benefits we hope to attain by actually following through with an idea that has been talked about for years.

Month of October: Six month "October Count" continues. Town hall-style meetings should be scheduled for each parish prior to Thanksgiving. Dates should be sent to the Vicar Forane and the Vicar General.

Parish leaders should begin work on ATTACHMENT B, PARISH PROFILE.

October and November: Pastor/administrator/parish life coordinator (with assistance) studies responses to the CRITERIA FOR PARISH VIABILITY: PARISH EVALUATION INSTRUMENT (ATTACHMENT D), tallies the 1-to-10 surveys, the all-important responses to the final question on parish viability, and prepares a summary of any written comments. **This information, along with all of the individual responses from parishioners, should be sent to the Vicar General by Monday, November 21.**

Late October to early November: Six month "October Count" continues. Cluster meetings of Parish Leadership Groups, building upon individual parish discussions and considering concrete proposals for increased collaboration and possible consolidations.

Follow-up discussions at individual parish level as necessary.

The Committee for Parish Renewal and Restructuring meets before Thanksgiving to work out details of spring process.

November 27- January 1, 2012: Advent (new Roman Missal) – Christmas Holy Days

Month of December: Six month “October Count” continues.

Month of January: Six month “October Count” continues.

Tuesday, January 31: SCHOOL EVALUATION INSTRUMENT (ATTACHMENT E) must be completed and sent to the Vicar General by Tuesday, January 31.

Month of February: Six month “October Count” concludes the weekend of February 25-26.

[February 22: Ash Wednesday / March: Lent / April 1-4: Holy Week / April 5-7: Sacred Triduum / April 8: Easter Sunday / April 9-May 24: Spring Confirmation Season]

Friday, March 30: RENEWING PARISH LIFE AND LOOKING TO THE FUTURE, ATTACHMENT F must be completed and sent to the Vicar General by Friday, March 30.

April 18-30: The Committee for Parish Renewal and Restructuring contacts parishes and schools which have not submitted appropriate documentation: ATTACHMENT D, ATTACHMENT E (if applicable), AND ATTACHMENT F. These documents must be submitted by all parishes. Due to the diocese-wide nature of this consultation, it is not possible to make exceptions.

Sunday, April 29, 2011, 2:00 p.m.: Diocesan Celebration of 125th Anniversary at the Cathedral of Saint Peter.

Phase Two: (May 2012-February 2013)

The Month of May: The regular meetings of the Committee for Parish Renewal and Restructuring begin.

Details of meetings in May, June, September, October, and November will be determined and added at a later date.

The Bishop’s response to the recommendations of the parishes, schools, and the Committee for Parish Renewal and Restructuring are scheduled to be announced in February, 2013.