



St. Catherine Labouré Parish

Parish Pastoral Council Plan

2021 – 2022

A two-year plan to:

Celebrate our Merger in Mission

Emerge from the Pandemic

&

Lay the Foundation for Growth



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Executive Summary

St. Catherine Labouré Parish (SCL) brings together the church communities of St. Louise de Marillac, located in Upper St. Clair, PA and St. Joan of Arc, located in South Park, PA. SCL is a member of the Diocese of Pittsburgh and Southern Regional Vicariate District.

The current pastoral councils of both St. Louise de Marillac and St. Joan of Arc worked together to develop the basis for this Parish Pastoral Council Plan, which will replace the existing Pastoral Council (PC) with a new Parish Pastoral Council. The new Parish Pastoral Council will commence its oversight role with the completion of the Strategic Initiatives called for in the PC's Project 2020 Plan. Project 2020 was jointly approved in June 2020 with the primary purpose of revitalizing of our parish through enhanced laity participation in all aspects of parish leadership and parish life. It is anticipated that the Project 2020 Strategic Initiatives will be completed by November 2021, the installation of the new Parish Pastoral Council will take place in January 2022, following a process of selection and discernment for new members and the new PPC will roll-out the new strategies in April 2022.

Key objectives of Project 2020 are to:

- Celebrate our merger by establishing a shared mission for all parishioners
- Assess the parish's Strengths, Weaknesses, Opportunities & Threats (SWOT)
- Identify four major parish-wide Strategic Initiatives for 2021 to address the SWOT findings
- Invite all parish organizations to participate in this parish revitalization
- Encourage and empower laity entrepreneurship and accountability
- Establish a culture of discipleship
- Provide a roadmap as we emerge from the COVID Pandemic shutdown
- Establish a Reconstitution Plan for a new Parish Pastoral Council to lay the foundation for future growth

This Parish Pastoral Parish Plan has been approved by the existing joint Parish Pastoral Councils on the 15th day of February 2021.

Approving Parish Pastoral Council Members:

Pastor: Father Daniel J. Maurer

St. Louise de Marillac		St. Joan of Arc	
Daniel Iracki	Karen Pritz	Ron Boron	Doris Nagel
Natalie Iracki	Linda Sustich	Mary Jane Leach	Mike Palus
Terry Kish	Bill Talerico	Mary Mullen	Nadine Schneider
Christopher Pritz			

Other parish members who contributed to this Plan:

Andy Hays, Jim Drummond, Michael Pensenstadler, George Kapusta, Matt Minczeski & Pat Sentner

History of the Parishes

St. Joan of Arc Church History

St. Joan of Arc Church began as a mission of St. Francis of Assisi Church in Finleyville, PA. With the hard work of the faithful, the church was ready for its first mass on September 8, 1924. As the number of parishioners grew, in June 1949 St. Joan of Arc was established as an independent parish.

In the 1950s, the need for a school, a larger church and parish house became apparent. The cornerstone for the new church-school building was laid in December 1954 and was officially dedicated on June 26, 1955. With school enrollment growing, it was necessary to embark on another building program. In 1957, two rooms were added on to the original first floor and a second floor consisting of six classrooms, a large multiple-purpose room, and a kitchen was completed.

Over the years, the parish realized it had a need in the Parish for a social/banquet hall where church- and school-related events could be held. In addition, the church itself needed to be remodeled. Construction on these projects began in July 1999 and was completed in March 2000. St. Joan of Arc School was closed at the end of the 2011-12 school year due to low enrollment, expected higher tuition fees, and increased parish subsidy necessary to maintain school operations.

St. Louise de Marillac Church History

On May 25, 1961, Bishop John Wright announced the establishment of St. Louise de Marillac Parish, located near the present intersection of Johnston and McMurray Roads in Upper St. Clair on property owned by the Baldesberger family. Mrs. Martha Baldesberger, a dedicated Catholic, had frequently expressed the hope that one day a Catholic Church would be erected on this very site, and with God's help, this wish was fulfilled.

Sunday Masses were held at Fontbonne Academy, a girls' high school located on Highland Road near Route 19, until the church was ready. The first Mass was said on Christmas Day 1963 in the present-day Fr. Schonhardt Hall and gym. The first three grades of St. Louise de Marillac School also opened in September 1963. The school later expanded to include all eight elementary grades. In 1992, a kindergarten was added.

The population of St. Louise Parish continued to grow dramatically, and in 1979, a building plan was developed to include a church, rectory, and meeting rooms, with provisions for converting the existing temporary church into a gymnasium/auditorium. In the 1990s, pressure on existing physical facilities became a serious issue, pointing to the need to build a parish center with suitable meeting, conference, and storage space. LeGras Parish Center, dedicated on January 25, 2004, was built to meet those needs.

As the parish approached its 50th Golden Jubilee Anniversary, plans were developed to update and remodel the church. Renovations were completed in 2013. With the celebration of its 50th Jubilee Year in 2011, St. Louise de Marillac published the inaugural edition of the St. Louise Herald.

Merger of St. Louise de Marillac & St. Joan of Arc

In 2018 Bishop David Zubik announced the merger of the two parishes as part of the Pittsburgh Diocese's *On Mission for Church Alive!* As part of the merger effort, Father Joseph Sioli was named Parish Grouping Administrator. Father Joe commissioned the joint Pastoral Council to develop *Project 2020: Bring Mission into Focus* to establish a common mission and initiate a revitalization of the newly-formed parish.

On July 1, 2020, Fr. Daniel Maurer was named Parish Grouping Administrator of St. Louise de Marillac and St. Joan of Arc. Under his leadership, work continues to bring Project 2020 to fruition.

On November 28, 2020, Bishop Zubik announced that the name of the new parish created by the merger of St. Louise de Marillac and St. Joan of Arc would be St. Catherine Labouré Parish. On January 4, 2021, Fr. Daniel Maurer was named Pastor.

Pastoral Life Essential Elements Assessment

Introduction

The Bishop authored *One Body One Mission: The Parish Pastoral Councils Guidelines of the Diocese of Pittsburgh* and requested that each parish consider instituting a Parish Pastoral Council incorporating the concepts referenced therein. As part of this, the parish is to review all elements of parish life. The “Essential Elements of Parish Life” are: Worship, Word, Community, Service, Leadership, Stewardship and Evangelization. To that end, PC embarked on *Project 2020: “Bringing Mission into Focus”* to develop and launch a parish-wide planning initiative.

Objectives of Project 2020

- Establish a shared mission for all parishioners of the newly merged parish
- Promote and revitalize the parish, creating a center of shared community
- Encourage and empower laity entrepreneurship and accountability
- Establish a culture of discipleship

Project 2020 Implementation Steps

A. Phase 1 – Assessment & Planning (Completed)

1. Establish a shared mission for all parishioners
2. Discern the parish’s Strengths, Weaknesses, Opportunities & Threats (SWOT)
3. Identify up to four major parish-wide Strategic Initiatives for 2021 to address the SWOTs

B. Phase 2 – Rollout & Completion (Commence & complete in 2021)

1. Communication of the Project 2020 findings, mission, strategic initiatives, and roll-out
2. Strategic Initiative Teams will meet and develop ideas to be instituted in 2022
3. Invite all parish organizations to participate
4. Establish a new Parish Pastoral Council for St. Catherine Laboure

Key Criteria for identified Project 2020 Strategic Initiatives are:

- All activities and initiatives must be laity-led
- Avoid increasing the workload of Parish Staff
- Inspiration gained from Father James Mallon’s *Divine Renovation* & Chris Lowney’s *Everyone Leads: How to Revitalize the Catholic Church*

Project 2020 Planning Phase I

1) Established a shared mission for all parishioners.

The PC & Project 2020 Team looked to the Church Alive Prayer as inspiration for its Vision & Mission and adopted the following:

Vision: “Learn Jesus, Love Jesus, Live Jesus” (From Church Alive Prayer)

- Learn Jesus – Discipleship as a continual life-long learning process
- Love Jesus – Devotion to the Trinity, the Sacraments, Mary, the Saints, and the Church
- Live Jesus – Our calling to be disciples of and apostles for Jesus in service to others

Mission Statement & Criteria: The Mission Statement must incorporate the two pillars of our faith; 1) to have a personal relationship with Jesus and; 2) to fulfill the mission of Jesus, “to go and make disciples of all nations”. The Mission Statement must also be easy to communicate (“Could be memorized by a five-year-old child”).

As members of St. Catherine Laboure Parish, our Mission is to Learn Jesus, Love Jesus and Live Jesus and to invite others to share in the Sacramental Life of the Catholic Faith

2) Identified the parish’s Strengths, Weaknesses, Opportunities & Threats.

The PC & the Project 2020 Team utilized an in-depth iterative process to discern among lay parish leaders the attributes of the parish. The concept is, if you discern the Strengths, Weaknesses, Opportunities & Threats (SWOTs), then you can develop Strategic Initiatives that *leverage* the Strengths, *eliminate* the Weakness, *exploit* the Opportunities, and *mitigate* the Threats.

Key SWOT Analysis – PC & Project 2020 Team’s Rankings

- PC & Project 2020 Team SWOTs were consolidated. Then SWOTs were voted upon then refined, culled and voted upon again to establish priorities
- SWOTs were used as input to develop Project 2020 Strategic Initiatives

Strengths – (Leverage)

- Our Catholic Faith, the Sacraments and in particular the Eucharist
- Growing faith formation groups (Bible studies, CMF, ChristLife, etc.)
- Many social and service groups
- Good parish financials
- Sound parish facilities and infrastructure
- People and programs available to bring us closer to Christ
- Committed volunteers
- Growing neighborhoods
- Well educated & talented parishioners

Opportunities – (Exploit)

- Create a strategic initiative focused on families with children at home
- Enhance & Increase Adult Basic faith programs
- Increase hospitality presence & Involvement
- Challenge & empower big orgs. (Men’s Golf League, Ladies Guild etc.)
- Create a more diverse Music Ministry
- Formalize outreach to welcome new parishioners
- Follow-up & engage parishioners after key faith life events: ie Baptism
- Evangelize "indifferent" parishioners
- Development of course schedule "progression" for faith formation
- Develop & expand Discipleship programs: ie On-Fire, ChristLife, Alpha

Weaknesses – (Eliminate)

- Lack of young adults involved in parish ministries/orgs
- Lack of diversity and involvement in music ministry
- Weak in welcoming new parishioners into established ministries
- Misunderstanding of Catholic teachings and Catechism
- Minimal youth participation/presence
- Lukewarm presence and participation from many parishioners
- Few programs for continued faith formation for parents
- Lack of programs for younger families
- A need for faith formation continuity from birth to old age

Threats – (Mitigate)

- Cultural Influences = Secularism, Materialism, Relativism
- Aging of "active" members
- Moral relativism and its influence on Catholics
- Busy-ness of Peoples Lives/Apathy/Decline in mass attendance
- Fall out from sex abuse scandal
- College students not active in the faith or leave completely
- Evangelical churches i.e. South Hills Bible Chapel
- New attendees may be intimidated by current "group" members
- Isolation from many inner city problems like violence, poverty
- Loss of parish school - disconnect between parish & school

3) Identified four major parish-wide Strategic Initiatives for 2021.

The Strategic Initiatives are designed to empower the laity to lead and participate in all aspects of parish life, thus enhancing the spirit of community. Many of the Strategic Initiatives were inspired by the concepts outlined in Father James Mallon's *Divine Renovation*. Criteria for adopting a Strategic Initiative must:

- a. Be impactful and bold
- b. Involve between 10-20 laity to seed platform for success
- c. Not impact the workload of the parish staff, because laity should champion
- d. "Leverage Strengths," "Eliminate Weaknesses," "Exploit Opportunities," "Mitigate Threats"

Adopted Strategic Initiatives are summarized as follows:

Family First

Objective is to revitalize the interest in parish life among families with children still living at home.

Hospitality

Objective is to change/improve the current culture within our parish to one that is warm and welcoming to all members of the body of Christ.

Discipleship & Evangelization

Objective is to embrace and grow current and future disciple-making activities and programs of the parish, resulting in an "On Mission" evangelizing culture.

Parish Pastoral Council Reconstitution Initiative

Objective is to develop a Parish Pastoral Council Plan that will specify the Parish Pastoral Council's purpose, membership, member obligations, committee formation, and parish oversight. The initiative is being put forward to promote lay leadership for all aspects of Parish activity, including working with the pastor to set the vision and strategy for the Parish.

Project 2020 Phase 2 – Roll-out & Completion

1. *Messaging from Leaders (Clergy, Pastoral Council, Staff)*

- a. Announce Parish Pastoral Council Plan to Parish in March 2021
- b. Relay relevant Parish Pastoral Plan messaging at Masses each week
- c. Encourage laity to be involved in Project 2020 Strategic Initiatives

2. *Form Strategic Initiative Teams of 12 -20 Lay members*

- a. Begin the laity empowerment process
- b. Each team to develop programs to fulfill Strategic Initiative objectives
- c. Develop bold action plans and implementation tactics
- d. Teams present findings to new PPC in January 2022

3. *Establish the New Parish Pastoral Council*

- a. In Fall 2021 PC will begin process of establishing the Council as set forth in this Plan.
- b. New Parish Pastoral Council to be seated in Jan 2022. New PPC will discern Strategic Initiative proposals and approve action plans

4. *Engage all Parish Groups to embrace and fulfill the Mission*

- a. Challenge groups to develop plans for 2021 that support mission & initiatives
- b. Challenge groups to engage younger parishioners
- c. Challenge groups to develop succession plans

Establishment of a New Parish Pastoral Council

Introduction

A new Parish Pastoral Council will be established for St. Catherine Laboure Parish to advise and collaborate with the pastor on matters related to the pastoral welfare of the parish, with special attention given to planning, evaluation, and fostering participation in parish life.

The Parish Pastoral Council (“PPC”) shall consist of 12 members, each serving a 4-year term that can be extended by the Pastor. A member must be a registered parishioner who has received the sacraments of initiation and is actively practicing the Catholic faith.

Regular meetings of the PPC will take place at least every other month commencing in January. Other meetings may be scheduled by the pastor as required. The ordinary operative mode for the deliberations of the PPC shall be to arrive at a consensus through a process of discernment. When necessary, the PPC shall act in accordance with an actual vote of the membership. The Pastor shall preside at all meetings of the PPC. A Facilitator and a Recorder must respectively lead and record meetings.

According to the Catholic Diocese of Pittsburgh, the Purpose of a Parish Pastoral Council is to:

1. Actively seek information from the pastor, parish staff, and the parish at-large regarding the pastoral needs of the parish community.
2. Assist in developing and reviewing the parish mission statement.
3. Advise the pastor in integrating the parish’s goals and priorities into an on-going Parish Pastoral Plan.
4. Recommend flexible strategies that support the parish’s goals and priorities.
5. Contribute to the evaluation of progress in achieving goals from the Parish Pastoral Plan.

Selection of Members for New Parish Pastoral Council

Commencing with the completion of Project 2020, the existing PC will recommend members for the new Parish Pastoral Council as follows:

- 1) Determine six current members to continue to serve in the new Pastoral Parish Council as follows:
 - a. Three members each serving a 1-year term;
 - b. Three members each serving a 2-year term.
- 2) Select six new members:
 - a. Three members to serve a 3-year term
 - b. Three members to serve a 4-year term
- 3) Going forward, three new members will be selected each year replacing the three members whose 4-year terms will expire.

Selection & Discernment of New Members

Upon completion of Project 2020, all current members of the PC will be asked to submit names of parishioners to be considered for appointment on the new PPC. In addition, all parishioners will be invited to submit names of those whom they feel should be considered for appointment to the PPC. Nomination forms will be included in the Parish Bulletin.

The pastor shall review all of the names submitted from all sources to ensure that the list of names reflects the size and complexity of the parish and that the candidates are qualified and capable of serving the wide needs of the parish. Criteria from “Discernment for Parish Pastoral Council Guidelines of Diocese of Pittsburgh” will be used during the discernment process. Priority will be given to those who actively participated in leadership roles in the Strategic Initiatives called for in Project 2020.

At the October 2021 PC meeting, all members present will be asked to review the list of nominations. Members will then be asked to recommend those they feel can best serve the needs of the parish. Those names shall be presented to the pastor as potential candidates to serve on the PPC for terms commencing in January 2022.

In November 2021, the pastor will invite nominated parishioners to work through a discernment process that will consist of, at minimum:

- Review qualifications, including Protecting God’s Children (PGC) clearance;
- Review purpose, mission, and responsibilities of PPC Member;
- Solicit feedback from nominee on “Willingness to Serve” form.

In December 2021, nominees will accept and sign the “Willingness to Serve” form or decline the invitation.

Names of the new PPC members will be published in the Parish Bulletin, along with the date of Installation Ceremony, which will occur at Mass in January 2022.

Going forward, the same process will be followed for all prospective new members.

The New Parish Pastoral Council and Relationships

The Parish Pastoral Council (PPC)

The PPC will have working relationships with the Pastor, Parish Finance Committee, Ministries, Committees, and Parish.

Parish Pastor

The Parish Pastor is the leader of the Council. It is the responsibility of the Council to provide recommendations with supporting justifications to the Pastor. The Pastor shall be the final decision-maker.

Parish Finance Committee

The Parish Finance Committee and Parish Pastoral Council will meet quarterly each year to ensure that initiatives, both short- and long-term goals, are aligned with the Parish Financial Plan. As defined in "One Body One Mission (Diocese of Pittsburgh)," the PPC has responsibility for the planning and overall welfare of the Parish. As defined by "Means for Mission (Diocese of Pittsburgh)," the Parish Finance Committee has the responsibility to ensure that audits and input are provided to maintain the financial welfare of the Parish. Pre-Budget planning and major expenses will be discussed between the Parish Finance Committee and the Parish Pastoral Council to assure adherence to the Parish Financial Plan.

Volunteer Committees

Volunteer Committees will be established by the Parish Pastoral Council and will consist of Parish members who volunteer for a Committee. With a vision and strategy defined by the Council, each Committee member will work to implement the plan that delivers results for each objective. Committee members report up through each Committee Chair to the Parish Pastoral Council.

Volunteer Committee Chairs

Each Volunteer Committee shall have a Chair appointed by the Pastor. Each Committee Chair is a member or extended support member on the Council. The long-term objective is to appoint a Chair for each Committee. This Chair serves as a liaison to provide updates to the Council and will share Council feedback and guidance to their respective Committee.

Ministries (Parish Groups)

Each Parish Group leader works with their respective Ministry/Group to insure their group adheres to the defined Mission of the Parish.

Parishioners

All parishioners are responsible for providing feedback to the Pastor and PPC via Surveys and Focus Groups so the PPC can perform effective and accurate Strategic Planning. Evaluation and feedback from the Parish is vital for assessing progress toward goals. Goals will be measured and revised to meet the changing needs of the Parish.

Council Roles & Responsibilities

Title	Role	Responsibilities
<p>Pastor</p>	<p>Presider/Leader and final decision-maker with complete responsibility and authority for assigned parish.</p> <p>Will oversee a minimum of 6 bi-monthly commencing in January</p>	<ul style="list-style-type: none"> • Role of presider, assuring that all who share in the ministry of leadership are equipped for their task, supporting council activity to achieve ultimate purpose • Appoints members to PPC and Committee Chairs • Leads Council meetings, assisting with development of consensus by sharing information, teaching ecclesial principles, or providing own perspective/experience • Approves and supports parish strategies, ultimately accountable for quality of council’s planning decisions • Considers recommendations from Parish Pastoral Council, ensuring that the council performs its tasks • Final decision-maker with ultimate responsibility and authority for total life of the parish – both strategic and financial aspects • Oversees ongoing development, training and replacement of council members • Accountable to Diocese to ensure that requirements are met • Ensures that open audit action items are completed to secure satisfactory assessments and audits
<p>Parish Pastoral Council member:</p> <ul style="list-style-type: none"> • 12 Members • 4-year term • 3 roll-off each year • 1 term max extension 	<p>Council member appointed by the Pastor based upon Diocesan criteria.</p> <p>Commitment to contribute through council collaboration and consensus, recommendations to the pastor for the successful obtainment of our parish mission and strategic initiatives.</p>	<ul style="list-style-type: none"> • Accept appointment to council • Willing to serve four-year commitment • Attend council meetings • Provide input and collaboration to achieve consensus towards council recommendations • Contribute to the development and delivery of a pastoral plan • Adheres to council’s agenda to achieve both short-term and long-term goals • Willingness to Chair or Co-Chair Volunteer Committee

Title	Role	Responsibilities
Parish Pastoral Facilitator	Council member appointed by the Pastor to organize the council's work towards the completion of an agenda items and ultimately the Mission of the Parish	<ul style="list-style-type: none"> • Includes all Council responsibilities • Organizes council's work through use of agenda to coordinate activity towards achieving goals • Coordinates planning of council's activities • Ensures adherence to agenda that supports achievement of both short-term and long-term goals • Through listening, facilitator will respond appropriately to dynamics and progress of council and will move the agenda towards its end • Responsible for supporting council to ensure adherence to Diocesan requirements for Parish Pastoral Council are met
Parish Pastoral Scribe	Council member/staff appointed to capture and provide communication of Council decisions.	<ul style="list-style-type: none"> • Captures council meeting minutes • Delivers minutes to pastoral council • Handles all mail and correspondence for the Council
Ad-hoc Advisory Committees	Provides advisory services for defined advisory groups	<ul style="list-style-type: none"> • Accept appointment to advisory council • Willing to serve three-year commitment • Provide input and recommendations to Council • Share information and updates with Council and respective parish groups surrounding council activities
Committees	As outlined in the Committee Section, the Committee framework was developed to promote active volunteers in the Parish to engage with the implementation of the Parish goals.	<ul style="list-style-type: none"> • Each Committee has a charter that outlines scope of focus • Each Committee defines the roles and responsibilities of each member • Each Committee has an appointed Committee Chair to led efforts with progress towards defined objectives as approved by the PPC
Parish Support Staff	Provide support activities to council as required.	<ul style="list-style-type: none"> • Preparation of council invitations & materials • Distribution of approved council minutes • Notification to council members of schedule changes • Coordination of location for council meetings • Support of meeting preparation as needed

Volunteer Committees

Committee Roles & Responsibilities

In accordance with *One Body One Mission*, the PPC is responsible for setting a strategy and a vision for the Parish. Both long- and short-term goals with focal areas are defined. Committees will be formed during the initial meetings of the new PPC in the Spring of 2022, with each Committee led by an interim Chair/Council Member until a permanent Chair is appointed by the Pastor in consultation with PPC members. Ultimately, each Committee should consist of 8 to 12 lay members willing to attend meetings throughout the liturgical year (6-12 meetings/year).

Each Committee will work towards targeted objectives. Each Chair will send minutes to their Committee members and to the Council with updates. All committee activity should be published on the Parish website for transparency across the Parish. All decision points are made through Committee recommendations brought to Council, which makes a recommendation to the Pastor for final approval.

Worship Committee

The Worship Committee shall address the spiritual needs of the Parish and reflect on ways to foster on-going renewal, prayerful liturgy, and a sense of presence of God in the life of the Parish (lectors, EM, Choir). The focus of this Committee will be to respond to the liturgical needs of the parish, provide warmth and reception to all who attend the liturgy, and work to improve the quality of liturgical planning. When the faith of the parish and the community is alive and well, the parish community will be able to accomplish that which Jesus has proclaimed in the Gospel and celebrated within the sacraments. The Committee seeks volunteers willing to serve in any of the ministries coordinated by the committee, including: Sacristans, Lectors, Eucharistic Ministers, Altar Servers, Ushers, and Music Ministry.

Faith Formation/Education Committee (Discipleship & Evangelization)

The Faith Formation/Education Committee promotes a culture of continuous, lifelong learning of our faith in the search for the truth of the Gospel message of Jesus Christ. This includes preschool through high school, Youth Groups and Youth Ministry, and adult education. The committee will embrace disciple-making activities and programs of the parish, resulting in an "On Mission" evangelizing culture. Aspects of discipleship making include a personal encounter with Christ resulting in:

- 1) a lasting and ongoing relationship with Christ;
- 2) education in our faith;
- 3) equipping and motivating for evangelization;
- 4) effective small groups that nourish discipleship;
- 5) a culture of accompaniment and;
- 6) a parishioner value statement outlining the expectation of participation in the life of the parish.

Hospitality & Fellowship Committee

The Hospitality & Fellowship Committee strives to welcome new members, organize social activities and fundraisers that align with the Parish Pastoral Plan. The goal of this Committee is to build community through small and large gatherings to provide maximum, intergenerational parishioner involvement. This group will meet a variety of people's needs. The planned events will be inclusive of all people and ages. Events such as Parish Festivals, Flea Markets, Dances, Receptions, and New Member Welcome activities are examples of initiatives that will be considered for the Parish.

Outreach Committee

The Outreach Committee seeks to establish our presence in the community, contributing to humanitarian efforts, service projects, local community work, and fallen-away members. This Committee will initiate programs that address the practical and spiritual needs of the Parish and community. Some of the areas of focus include activities and programs for shut-ins, fallen-away Catholics, the sick in hospitals and nursing homes, prison ministries, addiction ministries, and the disabled. This Committee will also work with support groups to help the widowed, separated, divorced, and victims of terminal illness, grieving victims of loss, and the indigent. This Committee will also be responsible for the Bereavement Group volunteers and providing Eucharistic Ministers for shut-ins and the sick.

Safety/Building and Grounds Committee

The Safety/Building and Grounds Committee is focused on the safety of our Parish, environment, Protecting God's Children, accommodating special needs, handicapped/disabled members, and the physical facilities of the Parish. Another focus will be the development of a comprehensive Safety Plan that will include education and communication for first aid and rescue assistance. The last area of focus will be on Grounds and Maintenance for new construction and renovation, as well as maintenance of existing buildings and grounds.

Communication/Public Relations Committee

The Communication/Public Relations Committee is focused on internal and external communication throughout the Parish, such as the website, social media (Facebook, Twitter), advertising, newsletters, directories, photographers, writers, and proofreaders.

Planning Committee

The Planning Committee will assist the PPC, its committees, and parish groups as needed in establishing Annual Plans. These Annual Plans will review mission, assess SWOTs, establish new Strategic Initiatives, and set specific goals and objectives. The Planning Committee will also assist in the quarterly review of progress to-date toward the annual goals and objectives. The Planning Committee will be responsible for overseeing a Parish feedback process that will utilize both parishioner surveys and small focus groups.

Parish Pastoral Plan Long Range Goals

Process of Developing Parish Goals

Project 2020 was developed to provide an initial assessment of the needs of the parish for the leaders of the parish. The PPC will utilize the input from the Strategic Initiative Teams commissioned in Project 2020 to establish the needs of the parish and implement a laity-led revitalization. The PPC will also implement a process in which feedback is obtained from the Parish via surveys and small focus groups under the direction of the Planning Committee. Survey results will be compiled, assessed and categorized. Both short- and long-term goals will be defined to meet both the needs of the Parish based upon feedback as well as to meet requirements of the current situation. The PPC will recommended short- and long-term goals that align with the Parish Strategy to the Pastor.

Validation and Revision Process

The completion of this initial plan with all approvals is targeted for the end of 2021. Our process is to validate goals and results and revise as required. This will be conducted through a review process where validation and revisions are completed. Reviews will be targeted for the end of Q2 and Q4 with revisions defined within 30-60 days of the review. The Parish Pastoral Plan will continually be revised based upon this evaluation and revision process.

Long-Range Targeted Outcomes

- 1) To initiate a revitalization plan (Project 2020) that will lead to an environment of laity empowerment, community involvement and a greater level of participation in all age groups and ministries
- 2) To initiate programs to attract increased participation of young families by addressing the spiritual needs of this demographic
- 3) To establish religious formation opportunities for all ages
- 4) To enhance participation at Sunday & daily Masses
- 5) To establish a Parish Pastoral Council that promotes laity empowerment, provides strategic planning and oversight, defines member responsibility, and sets a process of member selection and refreshment.

Implementing the Plan and the Plan Schedule

The Parish Pastoral Council shall be responsible for providing all recommended strategies and initiatives to the Pastor for final approval. The PPC will have working relationship with the Finance Council so that all projects have a projected budget estimated through the capital or operating budget process or via exceptions approved through the appropriate process. These estimates will be reviewed with the Pastor and Finance Committee to plan for funding sources, timing, and projected expenditures. All activity within the actual budget is published to the Parish annually at a minimum, for transparency. It is through this planning process that funding sources such as standard operating, capital, endowments, gifts, fundraisers, or Church Alive Campaign can be aligned with planned short- and long-term projects.

See Exhibit A for the 2021 -2022 Parish Pastoral Council Initiative Planning Schedule

Review and Approval Process

Before this Pastoral Plan is submitted, it will be reviewed by the joint Pastoral Council to ensure that each essential element of parish life was addressed. The members of the Pastoral Council will sign off on this plan. The pastor will then approve and sign the form.

Pastoral Council Members (Signatures)

Theresa Kishi
Linda M. Sustich
Ronald L. Borm
Katalie Pracki
Daniel Pracki
MaryJane Leach
Mary Miller

[Signature]
[Signature]
[Signature]
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[Signature]
[Signature]

Parish Pastoral Plan Approved by:
Parish Pastor, Rev. Daniel Maurer

Rev. Daniel J. Maurer
Rev. Daniel Maurer

March 24, 2021
Date

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Facebook:

<https://www.facebook.com/SJASTL/>

Religious Education:

Phone: 412-835-115

Website:

sclpgh.org

Clergy:

Rev. Daniel Maurer, Pastor

Rev. Jon Brzek, Parochial Vicar

Deacon William F. Strathman, Permanent Deacon

Additional Information:

Saint Joan of Arc
6414 Montour Street
South Park, PA 15129

St. Louise de Marillac
320 McMurray Road
Pittsburgh, PA 15241-1616

Parish ID:

#220

Neighborhoods Served:

Upper St. Clair Township, South Park Township, Bethel Park, Peters Township and surrounding communities

Works Cited

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Exhibit A

St. Catherine Laboure 2021 2022 Parish Pastoral Council Initiative Planning Schedule															
ACTIVITY	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Fr. Dan endorses & agree to move forward	2/15														
Pastoral Council Presentation and Approval	First Meeting 2/15	Approval 3/1													
Communication Plan Developed and Commence	Start Planning	Staff Mtg 3/17	Commence Messaging	Continue Messaging Per Communication Plan											
Update Census & Implement Online Directory		Start Parish Census	Complete Parish Census & Implement On-Line Directory	Integrate with Flocknotes											
Strategic Initiative Grps Formed & Strategies Developed			Discernment Process for Populating Initiative Groups	Convene at COVID end Develop Initiative Plans		Sis Completed									
New PPC - Solicitation Discernment & Election							Solicitation	Discernment Process	Introduced 1/15						
New PPC - Meets, Forms Committees & Accepts Strat Inits for Roll-out											First Monthly				Finalize Plans
Project 2021-2022 Completed with Roll-out															Group Roll-out Begins

Notes:

1) Timing Subject to COVID - Anticipated church will be open by

2) "Group Roll-out Begins" - Entails working with each parish ministry to develop strategic plans in line with "Learn Jesus, Love Jesus & Live Jesus" theme