

*Immaculate Conception Mission Statement*

*Immaculate Conception Catholic Parish is a community called by the saving love of God. Guided by the Holy Spirit, our mission is to reflect God's love by promoting strong ministries that enrich every aspect of parish life through prayer, worship, formation, community outreach and service to others.*



*PASTORAL PLAN*

*2009 – 2010*

	GOAL AREA	PASTORAL ASSOCIATE OBJECTIVE	PLANNED TASKS		COMMENTS	
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1a	Human Resources	Continue to evaluate future staffing needs	Under the direction of Father Mark, I am repeatedly evaluating the needs of IC			
1b		Identify and train lay ministers to delegate appropriate pastoral responsibilities				
1c		Examine the organization chart, clarify job descriptions, duties and titles	Staff Evaluations are done annually	Completed May 2009		
2a	Outreach	Support and encourage one another in service to others	Befrienders			
			Operation Embrace			
2b			Offer training for volunteers by our collaboration with parish, regional and archdiocesan resources	Our Formation Ministers meet once a month for Regional Ministry Meetings.		
2c		Work together on selecting and planning projects for various ministries	Our Helping Hands Committees Work together			
3a	Formation	Coordinate our Baptism Ministry	Deacon Tom and Mary Sue will begin teaching our Baptism classes in June 2009			
3b		Coordinate the RCIA Process	September through the Easter Vigil			
3c		To direct the Implementation of Whole Community Catechesis	Formed the Formation Team to plan and implement programs and activities for the whole community			

	GOAL AREA	WORSHIP/LITURGY OBJECTIVE	PLANNED TASKS		COMMENTS	
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1	Education	To train our Liturgical ministers	Ushers, Greeters, Lectors, Cantors, Musicians, Communion Ministers, Servers, and Sacristans will have an annual update.  Laundry Ministers are communicated through written correspondence quarterly		This is a continual process  Acolytes are trained by Father Mark	
2a	Community	To increase Choir participation			This is a continual process	
2b		To increase our Worship Committee membership			This is a continual process	
2c		To increase our A&E Committee membership			This is a continual process	
2d		To establish and communicate guidelines for liturgical ministry participation			Sacristans and our Laundry Ministry already have guidelines	
3a	Spirituality	To ensure that IC remains a warm, welcoming parish community before and after liturgical celebrations				
3b		To provide well planned and organized liturgies through out the year as identified in our Worship Committee's plan				
3c		To introduce new elements to enhance our worship	Continue to add instrumentation			
3d		To expand Adoration and to offer it to regional parishes			Direction does not come directly from Worship; Function independently	
4	Public Relations	Encourage outside groups to perform at IC	Invite The Louisville Chorus			

	GOAL AREA	FORMATION OBJECTIVE	PLANNED TASKS		COMMENTS	*
1a	<b>Education (Adult)</b>	To offer religious and other educational programs to our parish community.			Our Director of Adult Formation oversees our adult programs	
1b		To promote regional opportunities	Rite of Christian Initiation of Adults (RCIA)		Working closely with Saint Bernadette to prepare for our partnership in supporting our regional school	
			Advent and Lenten Opportunities		Region VII includes: Annunciation and St. John (Eminence), St. Albert, St. Aloysius, St. Bernadette, Epiphany, Immaculate Conception, Saint Margaret Mary, and Saint Patrick	
1c		To provide educational opportunities to our Parish Staff Parish Leaders and Catechists	Parish staff- Parish Council Workshop		Sister Justina Facilitated 2009	
			Committee chairperson gatherings			
			Catechists training and workshops		Catechists will be certified through the Archdiocese Resource Room available Sept. '08. Invite participation in Catechetical Sunday	
2a	<b>Education (Youth)</b>	To have our High School Youth Group members attend a Faith formation/education conference each year	Quest (local) and NCYC (National): rotate years (partially paid by IC)		Our Director of Youth Ministry oversees our youth programs	
2b		To conduct planned youth activities throughout the year	Incorporate Spiritual, Social, and Service parts			
3a	<b>Education (Children)</b>	To assess and adapt the Parish Religious Education Program (PREP)* to the growing population  Formerly CCD			Our Director of Children's Ministry oversees our children's programs	
			Parent orientation is held in the Fall of each year Utilization of the bulletin board in the Narthex for parish communication Access and address facility needs Hold a Spring Registration Offer Catechist training three times/year by our Catechist training team Access and address facility needs Text used- Archdiocese guidelines		Space and schedule; catechist training; communication with parents; resources ; registration are key areas	
			Our PREP Program will end the first Sunday of May with their May Procession			

	GOAL AREA	FORMATION OBJECTIVE	PLANNED TASKS		COMMENTS	
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3b	Education (Children)	To develop a relationship with our homeschooled families	Home mailings of all PREP distributed materials			
			Establish guidelines per Father Mark	October 2008: Catechist certified and text that is used be under the Archdiocese guidelines		
			Hold a support meeting	Summer 2009 (John Anzman will rep. the Formation Team)		
3c		To provide a safe environment for children	Track safe environment training	All volunteers will have SE training prior to their involvement with our children's' activities		
3d		To address special needs children in PREP	"Big Buddy" Program – pairing high school volunteers with children needing individual support in the classroom	Parent involvement is necessary		
3e		To integrate children with Spanish speaking parents into PREP	To provide bilingual support to parents	Monica Dominguez has been working with members of our Formation Team to make this happen		
3f		To plan and implement a Vacation Bible School Program during the summer		'09- evening program		
4a	Spirituality (Adults)	To incorporate religious activities for Adults of our Parish Community	Offer Sunday morning opportunities	Our Director of Adult Formation oversees the Adult Programs		
			Offer Days of Reflection			
			Bible & Faith Study Groups (morning & evenings)			
4b		To form small groups for adults to meet diverse needs	Regional : Divorce Ministry Parish: Parent Support Utilize Archdiocesan support/resources			
5a	Spirituality (Youth)	To continue to develop awareness regarding vocations		Our Director of Youth Ministry oversees our youth programs		
5b		To prepare candidates for the Sacrament of Confirmation				
5c		To participate in Regional Youth Ministry Activities	IC will sponsor the Regional Youth Mass Once a Year	This is with our Cinco de Mayo celebration '09		
6a	Spirituality (Children)	To implement Children's Liturgy of the Word Into our Sunday Mass	Provide leader training			
			Offered on Sundays at 10:30 Mass throughout the year			
6b		To offer a Rite of Christian Initiation of Children Process	Establish a RCIC process outside of PREP time for children 7-13 years of age			
6c		To prepare our Parish children for their First Reconciliation and First Eucharist	Parent meeting (Fall and Spring) Rite of Enrollment (TBA) Workshops (Fall and Spring) The children are taught in class/reinforced by at home materials			

	GOAL AREA	FORMATION OBJECTIVE	PLANNED TASKS		COMMENTS	
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7a	Whole Community Catechesis (WCC)	To continue to build a partnership between Parish and Home			Our Directors of Adult, Children and Family, and Youth oversees our Whole Community Catechesis programs under the direction of our Parish Formation Team	
7b		To focus on ministering to our entire Parish community by linking Spiritual, Social, and Service (Outreach) Components	To bring parish groups together to "cosponsor" parish social activities			
			Staff and committee chairpersons will meet In the Fall for planning purposes			
			Plan and implement outreach through our Helping Hands Committee		HSYG- Agape Shop coordinated a project together (Christmas 2008)	
7c		To connect with our Hispanic Community	Representation on our Formation Team		Winter 2009	*
			To offer English as a second language and Spanish as a second language classes			*
			To have selected bulletin information translated to Spanish		Winter 2009 ( Adult Formation/Hispanic Ministers)	
7d	Whole Community Catechesis (WCC)	To place emphasis on developing households of faith	To have intergenerational planned activities			
			To provide for "At Home Activities" including home kits for sacramental preparation			
			To introduce and encourage an understanding and respect of being ecumenical		Seder Meal Lent 2009	
7e		To connect the whole community to our Sunday Liturgy	To provide Educational opportunities through resources, workshops, and home kits		"A Walk Through of the Mass" Fall 2008	
			Implement "Question of the Week"			
			To offer a weekly Hispanic Mass		Coordinated through our Hispanic Minister with assistance from our Director of Worship	
7f		To follow up after a person shows interest in a specific ministry	Invitations through Pulpit speakers representing our ministries; through "Meet and Greet Weekends"; through bulletin announcements and personal one on one		Staff and committee chairpersons must follow through if interest is shown	

	GOAL AREA	BUSINESS MANAGER	PLANNED TASKS	COMMENTS	*
		OBJECTIVE			
1a	Stewardship	Implement "treasure" part of Stewardship Education Plan	Each week in the bulletin there is a brief synopsis of our parish financial needs, along with a little "thought" regarding giving. The Archdiocesan campaign "Building a Future of Hope" begins in the Spring of 2010 for our parish managed by Business Manager.		
1b		Implement "time and talent" part of Stewardship Education Plan	Brief "pulpit talks" are given on a regular basis for committees and/or ministries in order to inform parishioners of their needs.		
2a	Administration	Continue communication with ministry/committee leaders to inform and provide support	Website, bulletin announcements, committee chairperson meetings, Morning Star		
2b		Support IC Preschool and its strategic plan goals and budget	Ongoing working with Preschool Director.		
3a	Facility Needs	Maintain the Marian Garden	Work with Maintenance Supervisor to implement necessary upgrades and routine maintenance.		
3b		Renovate school, improve accessibility	Work with Maintenance Supervisor on renovations, as well as get input from Facilities Committee for suggested changes and improvements to Bethany Hall and the Marian Center. The handicap ramp to Bethany Hall will be refurbished by Bob Weidner with help from Richard Pund.		
3c		Maintain a detailed list of parish property	This has not been done in the past; however, Business Manager will take pictures of church and office items now and then take pictures of old facility after school is gone in the summer. These pictures will then be locked in Book Vault (fireproof) room.		

	GOAL AREA	BUSINESS MANAGER OBJECTIVE	PLANNED TASKS	COMMENTS	*
4a	Financial Needs	Manage repayment of Prepare the Way debt	Give a monthly report to Finance Council		
4b		Include Audit Committee in performing annual reviews at the end of each fiscal year	Internal Audit Committee is overseen by Finance Council – Internal Audit completed each year. Aimee Sapp, Lisa Melton and one other person are currently in the process of completing the audit for this year.		

GOAL AREA	PARISH COUNCIL OBJECTIVE	PLANNED TASKS	COMMENTS	*
DUTIES of the PC	Review / Maintain Mission Statement	The Mission Statement should be reviewed at least every 5 years. If deemed appropriate by the PC, the Mission Statement should be revised at that time.	The Mission Statement was revised, approved and implemented in March, 2009.	
	Review / Maintain Pastoral (Strategic) Plan	The Pastoral Plan should be modified quarterly to reflect any changes which have occurred during the quarter. These changes will normally include comments added by staff reflecting progress or issues related to planned tasks. New tasks may also be added as dictated by ministry personnel.	Should approve 2009-2010 plan on June 25, 2009	
		Review and Approve the New Fiscal Year Plan each year. The review process should begin around April so that the New Plan may be approved during the June Meeting		
	Meet Regularly	Parish Council meets 10 times per year on the 4th Thursday of each month except July and December.		
	Approve Annual Budget (by vote)	Each year the Finance Council works with the staff and various ministries to prepare a new budget for the upcoming fiscal year. This new budget is normally presented to the Parish Council during the May meeting at which time questions may be asked of the Finance Council.		
Unify Connect Energize	Make PC more accessible	Maintain 24/7 Phone line	Implemented in 2008. Monitored and reported to PC monthly.	
	Improve communications with Parish	Publish Minutes on Timely Bases	Objective is to have minutes published in the Bulletin of the Third Sunday following the meeting	
		Provide Detailed Minutes to those interested as well as 1 Page Summary for the Bulletin	Process was implemented in 2009.	
		Place an article into Morning Star at least once per year	Article was published in 2008. Will prepare another article for 2009 with new members	
	Get Young Adults Involved	PC will encourage and support the efforts of our ministries to meet the needs of our young adults		
		PC will attempt to get Young Adults involved on the PC		
	Get Youth Involved	PC will request Youth Minister to select a representative from the Youth Group to report to the PC at least once per quarter	PC has asked Kathy Williams to provide a rep for the 2009-2010 year	