

## **APPENDIX 3 PASTORAL PLANNING CYCLE**

Strategic planning is cyclical in nature as we try to discern in an ongoing fashion the strengths, weaknesses, opportunities, and challenges that face us. Over the course of the next 5 years, we suggest that the following pastoral planning cycle be observed:

### **August**

- Parish Pastoral Council meets and begins discussion on diocesan priority area for the year.
- Pastor appoints Parish Council representative to serve as parish representative to the Deanery Pastoral Council.

### **September**

- Parish Pastoral Council meets and formulates plan on how to solicit parishioner input on the priority area:
  1. What are we already doing in this area?
  2. Whose input do we particularly need to solicit?
  3. What are our strengths in this area?
  4. What are our weaknesses?
  5. What can/should we do?
- Parish Pastoral Council membership list compiled and sent to PLFF Regional Coordinator and to Chancery.
- Pastor meets with parish representative to prepare for Deanery Council meeting.
- Deanery Pastoral Council meets to:
  1. Review responsibilities
  2. Check ongoing implementation and progress of parish and deanery activities
  3. Encourage ongoing collaboration and networking
  4. Discuss deanery needs and concerns as well as future shared activities
- Minutes of Deanery Pastoral Council meeting sent to all deanery priests, Parish Pastoral Council presidents, and PLFF Regional Coordinator.
- Deanery Pastoral Council offers input/suggestions about Convocation to Convocation Planning Team.
- Deanery Leadership Council meets and offers input/suggestions about Convocation to Convocation Planning Team.

- Presbyteral Council meets. 3 priests appointed to the Convocation Planning Team.

## **October**

- Parish Pastoral Council meets and begins developing specific action plans based on following questions:
  1. What do we need to do?
  2. How are we going to do it?
  3. By when and by whom?
  4. What resources are going to be needed?
- Diocesan Pastoral Council meets to:
  1. Discuss progress of the pastoral plan
  2. Areas of diocesan need and concern
  3. Progress of Convocation planning.
- Diocesan Pastoral Council appoints 3 members to serve on the the Convocation Planning Team.
- Parish representative reports to the parish on the Deanery Pastoral Council meeting.
- Deanery Leadership Council meets; Dean reports on Diocesan Pastoral Council.
- Presbyteral Council meets.

## **November**

- Parish Pastoral Council meets and finalizes parish action plan in priority area. Completed parish action plan is to be signed by Pastor/PLD and Parish Pastoral Council president. Copy sent to the Chancery and another copy taken by your parish representative to the Deanery Pastoral Council meeting.
- Parish begins to implement action plan.
- Pastor meets with parish representative to prepare for Deanery Council meeting.
- Parish representative to the Deanery Pastoral Council brings completed parish action plan.
- Deanery Pastoral Council meets.
  1. Deanery representatives report on Diocesan Pastoral Council meeting.
  2. Deanery representatives share parish action plans as well as specific information on upcoming parish activities that are open to the entire deanery.
  3. Deanery Council identifies areas of common need and begins to discern deanery-wide actions to address those needs in a collaborative fashion.

- Minutes from Deanery Pastoral Council meeting are sent to deanery priests, Parish Life Directors, Parish Pastoral Council presidents, and Regional PLFF Coordinator.
- Deanery Leadership Council meets.
- Presbyteral Council meets.
- Convocation Planning Team meets.

### **December**

- Break

### **January**

- Parish Pastoral Council meets. Continue process of implementing actions from the parish plan. Parish representative reports on the November Deanery Pastoral Council meeting.
- Pastor meets with parish representative to Deanery Council to gather information and share concerns for next meeting.
- Deanery Leadership Council meets.
- Presbyteral Council meets.
- Convocation Planning Team meets.

### **February**

- Parish Pastoral Council meets. Report on the ongoing implementation of the parish action plan.
- Pastor meets with parish representative to prepare for Deanery Pastoral Council meeting.
- Deanery Pastoral Council meets. Prepare deanery action plan based on information collected from parish action plans. Completed deanery action plan is sent to Diocesan Pastoral Council President and to Chancery.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Convocation plans are presented.
- Convocation Planning Team meets.

## **March**

- Parish Pastoral Council meets. Conduct evaluation of efforts to implement parish action plans.
- Diocesan Pastoral Council meets to:
  1. Review deanery reports and actions plans
  2. Review ongoing implementation of pastoral plan.
  3. Identify areas of need and/or concern and make recommendations to the Bishop.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Report on progress of Convocation.
- Convocation Planning Team meets.

## **April**

- Parish Pastoral Council meets to evaluate ongoing implementation of action plans.
- Pastor meets with parish representative to prepare for Deanery Pastoral Council meeting.
- Deanery Pastoral Council meets. Representatives share minutes of Diocesan Pastoral Council meeting and Convocation plans. Choose Convocation representative and send names to PLFF Regional Coordinator.
- Deanery Leadership Council meets.
- Presbyteral Council meets. Report on progress of Convocation.
- Convocation Planning Team meets.

## **May**

- Parish Pastoral Council meets to evaluate parish actions and progress of implementation. Begin brainstorming around next priority area (what information is needed, from whom, how will we get the information, etc.). Information gathering can take place over the summer. Schedule next year's Parish Pastoral Council dates.
- Parish Pastoral Council submits final parish report with completed action plan and evaluation to Deanery Pastoral Council, PLFF Regional Coordinator, and Chancery.
- Deanery Leadership Council meets.

- Presbyteral Council meets. Final report on Convocation.
- Convocation Planning Team meets.

### **June**

- Diocesan Convocation

### **SUMMER BREAK**

### **August**

- Start planning process over again with next priority area.