

# St. Katharine Drexel Leadership Summit Report

## March 20–21, 2015

Draft 5-5-15

### I. Background

On March 20-21, 2015, thirty five leaders from St. Katharine Drexel parish gathered to prayerfully review the mission of the parish, talk about the current realities and to recommend priorities for the future of the parish. Present were Fr. Jerry Pastors, members of the pastoral council, finance council, staff and representatives of key parish organizations. The session was facilitated by Mark Mogilka, from the diocesan offices utilizing information gathered by a parish planning committee. What follows is a draft of a brief report of the key recommendations made by the planning committee for presentation to the pastoral council and pastor for implementation.

### II. Session Overview

- A. See Appendix A for information on the Goals, Process, Agenda and Expected Outcomes of the Leadership Summit.
- B. Basic planning process was presented
  - a. Consider the Vision/Mission for the parish
  - b. Review Current Realities
  - c. Recommend Priorities to help parish move from current reality toward greater realization of its mission.

### III. Review of Good Things Going On in the Parish

- A. Those present were asked to name strengths of the parish. Copies of input from parishioners solicited the weekend of September 27-28, 2014 were distributed (See Appendix B).
  - 1. Education KCSS/Faith Formation (mentioned 4 times)
  - 2. Outreach – warm shelter care (mentioned 4 times)
  - 3. Worship (mentioned 4 times)
  - 4. Activities Youth – YNIA, Just5B, Faith Formation
  - 5. Generosity – Gift tree, Brown Bay Advent, Bishop’s Appeal, Capital Campaign
  - 6. Worship – Choir’s Tenebrae
  - 7. Engage adults in FF, Men Mission, CRHP
  - 8. Stewardship
  - 9. Finance Organizer – Business Manager
  - 10. Volunteers Picnic – grace filled
  - 11. Cana Mass

#### **IV. Review Of Mission Statement**

Those present were asked to reflect on why a parish exists. Various responses were shared. Mark Mogilka then gave a brief presentation on the teachings of the Catholic Church concerning the purpose of parishes and shared some of the vision for parish life as outlined in the Diocese of Green Bay (See Appendix C for an outline). In light of the aforementioned reflections, Leadership Summit participants reviewed the current mission statement for the parish and considered options for strengthening it. What follows are the notes and recommendation of the planning committee.

##### **A. Current Mission Statement**

“To advance the mission of Jesus through prayer, service and sharing”

##### **B. Mission Statement Words – Consider Adding**

- Eucharist
- Teaching, Proclaim, Practice Eucharist
- Pray, Learn, Go
- Evangelize Discipleship
- Evangelization, Outreach
- Discipleship, Personal Growth
- Evangelization, Gather, Celebrate, Family Prayer Community
- Educate, Word, Sacrament, Charity, Evangelism – Share Personal Faith

##### **C. Mission Statement Recommendations**

Recommendations to Tweak Mission Statement

- Leave it as is
- Community in Jesus Through Commonwealth of
- Prayer, Service, Evangelization
- Live Gospel of Jesus through the Sacraments, Prayer, Service & Sharing
- Don't scare as each other's keeper
- Advance mission J.C., Justice, Evangelization, Service, Unity, Sacraments which is Jesus

##### **D. Planning Committee Recommended Revised Parish Mission Statement**

“To *continue* to the mission of Jesus through prayer, service and sharing”

#### **V. Parish Realities – Keep in Mind Realities**

To assist Summit participants to gain a better idea of the current realities for the parish, a number of reports were distributed and discussed. This included the Planning Committee Finance Report (Appendix D) and Demographics of the

Neighborhood (Appendix E). Participants were asked what other things should be kept in mind when considering possible parish priorities. The notes follow:

1. Youth and young families
2. 20's not engaged
3. Timber Rattlers – reach us
4. Contributions up %
5. Higher now coming divide line together
6. More welcoming
7. Disengaged
8. Small groups
9. Additional staff Faith Formation
10. Non-contributing reach out – email/calendar
11. Whole parish email
12. Educate youth and young adults
13. Vacation bible school all invited
14. Evangelize youth and young adults
15. Electronic – Advertising – Facebook – Bulletin
16. Change liturgy – Upgrade – Uplifting - Latin?
17. Quarterly Newsletter – if prefer – send email
18. Music – get book – appropriate
19. Volunteers – contact non-contributing

## **VI. Brainstormed Program Priorities**

Before brainstorming possible parish priorities, the following reports were distributed and discussed. Copies of the 2010 Parish Planning Summary (Appendix F) and a report with the hopes and dreams from various parish committees and organizations (Appendix G) were shared. Discussion of building and facility issues deferred until after the setting of program priorities (See Section VIII).

1. Build community
2. Sharing our gifts with others – one parish – center for activities all ages
3. Welcome people back – personal contact, etc.
4. Build unified education Christ-life community
5. Youth, KCSS, faith formation more relevant to adults/all ages
6. Outreach greater Kaukauna – community if not here
7. Parish Nurse/Care Minister
8. Increased financing and how to use
9. Pastoral Associate - help father
10. Foster growth involvement especially youth and young adults

## **VII. Priorities and Brainstormed Strategies**

Priority One – Outreach growth and engagement of especially youth, young adults, as well as KCSS and adults – all ages

### **Potential Brainstormed Actions**

1. Hire youth apprentice

2. Intergenerational buddy system with activities
3. Discard classroom model of Faith Formation
4. More teaching of saints and great people of church
5. "Renew 2015/2016" for families
6. Theology on tap/wine bible night
7. Mentoring/jobs
8. Skills projects woodworking/kitchen skills/scrapbooking
9. Family game night
10. Fishing/hunting/outdoors camp
11. Dances

Priority Two – Welcome people back to the parish through personal contact and other means thereby building the community

**Potential Brainstormed Actions**

1. Welcome people back
2. Personal contact – break down barriers
3. Love your neighbor program – interact with your neighbor that is a member who isn't attending mass or all neighbors?
4. Rosary walks through a neighborhood – monthly
5. Walk from St Mary's and St Aloysius
6. Cook out at parish
7. Brochure of upcoming events
8. Newsletter
9. Fun Run Walk
10. Personal contact with trained individuals
11. Identify those not attending or not giving
12. Develop a list of why's (why not coming)
13. List of changes needed in our church
14. Kids' activities – Sunday School
15. Personally deliver parish information (block area)
16. Weekly events – non religious community events on location – Sunday School

Priority Three – Outreach to the greater Kaukauna community – ask the question – if St. Katherine's were not here – what difference would it make to neighborhood?

**Potential Brainstormed Actions**

1. Work groups
  - a. Habitat for Humanity
  - b. Adopt a highway
  - c. Fox Valley Mission (Local)
2. Craft night
  - a. Scrapbooking
  - b. Quilting
  - c. Woodworking
3. Publicity for St Katharine Drexel
4. Bible Vocation for all – not just Catholic and St Katharine Drexel

5. Free outreach
  - a. Thanksgiving meal
  - b. Soup supper
  - c. Spaghetti dinner
6. Community help (home repairs, lawn care, repairs – have T-shirt)
7. Up marketing – show the good things that we do - TV, paper, facebook,
8. Point of Life Issues – offer classes
9. Parenting/Support
10. Finance (college/end of life)
11. Bereavement
12. Educating all/Inviting all
13. Health and Wellness – 5K, etc
14. Expand current programs (care ministry/social programs)

## VIII. Facility Scenarios

Note: Based on input from parishioners, and discussion by members of the parish planning committee, the following three scenarios were presented for consideration by those in attendance. Six small groups were asked to consider, in light of the mission and priorities of the parish, which scenario or use of the buildings would in the long run best serve the mission of the parish? (See Appendix H for detailed handout)

Scenario 1 – Maintain all three sites

Scenario 2 – Sell some of the St. Al property for residential use

Scenario 3 – Close and sell St. Al property

Following small group discussion – each group was asked to report on which scenario they would support and any other thoughts, feelings or suggestions the small group might have. The following are the reports from each of the six groups.

1. Support for Scenario #3 – but only after renovations done for faith formation and other things
2. Support for Scenario #3 – input and support from parishioners on parish cards key
3. Need to be open to the Holy Spirit – at first considered #3 then went to #2. Consider getting an activity center established and then over a 4 year process consider other possibilities
4. Group felt torn – noted that it hurts to consider #3 – hard to use St. Mary's parking, spare, growth there, maybe consider a new church and parish center at St Aloysius?
5. Support for Scenario #3 – with regrets – need to insure faith formation in place before this happens and consider other building demolitions including convent
6. Support for Scenario #3 – makes the most sense – but faith formation and office needs to be addressed – also need picnic site and will limit growth in the future

# APPENDIX A

## Parish Leadership Summit

### I. Goals

- A. To gather the leadership of the parish, spend quality time together thereby enhancing the inter-organizational and ministerial relationships within and among parish leaders.
- B. To gather the leadership of the parish to prayerfully reflect on the affirm the many good things – the blessings that are the foundation of the parish
- C. To be open to the working of the Holy Spirit to prayerfully discern what God might be calling the parish to do in the future
- D. To prayerfully discern parish priorities and brainstorm plans for implementing those priorities over the next 3-5 years.

### II. Process

The Leadership Summit is a dynamic and highly interactive experience. It will include times for prayer, time for some reading and personal reflection, small group and large group sharing, group task accomplishment, brainstorming, etc.

### III. Agenda

- A. Opening Prayer
- B. Quick Review of Planning Process
- C. Blending Our Strengths, Dreams – Revisiting the Parish Mission Statement
- D. Reviewing Our Current Reality
  - a. Review data
- E. Keeping In Mind – Parish Dreams, Mission and Realities – What Should Parish Set as Priorities for the next 3-5 years?
- F. Given the Priorities – brainstorm specific actions that can be undertaken to help parish dreams become realities
- G. Closing Prayer

### IV. Expected Outcomes

- A. Affirmation or update of Parish Mission Statement
- B. Parish Leadership well aware of current state of the parish
- C. Set of recommended priorities for the parish for the next 3-5 years.
- D. Set of recommended strategies or action steps that could be undertaken by parish leadership to help the parish address its priorities and realize its dreams.
- E. Summary report to parishioners concerning Summit experience and insights.

## APPENDIX B

### Parishioner Input on 4 x 6 Index Cards

On the weekend of September 27-28, 2014, all parishioners attending mass were asked to complete index cards by answering two questions that looked toward the future of the parish. Here is a listing of all the ideas that had three or more responses. As the planning committee continues to meet, these ideas will be given pray full consideration and discussion. Please contact any committee member with questions or concerns you may have.

<u>Replies</u>	<u>Ideas</u>
56	Rent/Close St. Al's
47	One site – no new church
38	One site – St Mary
19	Status quo
18	Attract youth
17	Better with money/debt
17	Consolidate
11	Increase mass attendance
11	Fix St Mary's sound system
10	Youth mass
9	Increase school enrollment
9	More welcoming to new families
7	Bring Catholics back
7	Build a new church
7	Community outreach
6	One less 8:30 mass
5	More festivals
5	More reconciliation/adoration
4	Bible studies
4	Reduce buildings
4	Sell rectory
3	Fix St Mary's organ
3	Good use of school
3	Improve handicapped parking
3	More parishioner communication
3	Shorten picnic/different fundraiser

Note: There were many other ideas on the cards that 1 or 2 people suggested.

## APPENDIX C

### Parish Teaching/Vision Summary

#### I. Basic Teaching of Catholic Church Concerning the Parish

##### A. Canon Law

“A parish is a definite **community** of the Christian faithful established on a stable basis within a particular church; the pastoral care of the parish is entrusted to a pastor as its own shepherd under the authority of the diocesan bishop.”  
Canon 515

##### B. Catechism of the Catholic Church

“The parish is a definite **community** of the Christian faithful established on a stable basis within a particular church; the pastoral care of the parish is entrusted to a pastor as its own shepherd under the authority of the diocesan bishop. It is the place where all the faithful can be gathered together for the Sunday celebration of the **Eucharist**. The parish initiates the Christian people into the ordinary expression of the liturgical life: it gathers them together for this celebration; it **teaches** Christ’s saving doctrine; it practices the **charity** of the Lord in good works and brotherly (sisterly) love.” Section 2179

##### C. Pope Benedict XVI

“The Church’s deepest nature is expressed in her three-fold responsibility of **proclaiming the word** of God (kerygma-matyria) celebrating the **sacraments** (litourgia) and exercising the ministry of **charity** (diakonia). These duties presuppose each other and are inseparable.” Deus Caritas Est. – 2005

##### D. Pope Francis

“The parish is the presence of the church in a **given territory**, an environment for hearing **God’s word**, for **growth** in the Christian life, for **dialogue**, **proclamation**, **charitable outreach**, **worship** and celebration..., in all its activities the parish encourages and trains its members to be **evangelizers**.”  
# 28 Evangelii Gaudium

#### II. Diocese of Green Bay Visions for Parishes

##### A. Parishes: Called to be Holy, Fully Engaged, Fully Alive

Pastoral Letter on Priorities for Parishes and the Diocese – Bishop Ricken  
June 2011

1. Vision for parishes
2. Call to Holiness – parishes as schools of prayer
3. Six Focus Areas
  - a. Evangelization
  - b. Youth, Young Adults and Family

- c. Leadership
  - d. Education
  - e. Eucharist
  - f. Dignity of Human Life
4. Need Stewardship – use of all gifts to achieve vision
  5. Parishes should pick 1-2 of aforementioned each year for five years until progress made in each parish in each of the key areas outlined.

**B. Disciples On the Way: An Invitation**

A Missionary Journey Into the New Evangelization for the Diocese of Green Bay  
- Bishop Ricken Chrism Mass 2014

1. Via the Synod in Rome on Evangelization and Pope Francis we are called to the new evangelization
2. This call to evangelization builds on previous pastoral letter Parishes: Called to be Holy, Fully Engaged, Fully Alive.
3. Three Phases
  - a. Formation in Prayer and Holiness – 2014-2016
  - b. Formation in Discipleship – 2016-2018
  - c. Formation in Mission 2018-2020
4. Invitation to a New Pentecost and Evangelization

**C. Teach My People to Pray: A Pastoral Reflection**

Bishop Ricken August 2014 (Reflection on first phase of *Disciples on the Way* – Formation in Prayer and Holiness – 2014-2016)

1. Affirmation for good work being done implementing Pastoral on Parishes
2. Call to Holiness and sensitivity to the Cry of the Poor
3. Review What is Prayer?
4. Call and challenges to various ministers – priests, deacons, pastoral leaders, pastoral ministers, the diocesan curia, consecrated life
5. Call to prayer for Catholic Schools and Religion Education
6. Young adult, adult, colleges
7. Make parishes – schools of prayer – offer at least one holy hour per month
8. Every Catholic Household as a Home of Prayer & Love
9. Prayer Groups, Movements, Retreat Houses
10. Penance & Reconciliation
11. Learn to Love the Sunday Mass
12. Forms of Prayer and Meditation
  - a. Mary the First and Best of Disciples
  - b. Be a Friend of the Friends of Jesus, the Saints
  - c. Lectio Divina
  - d. Pray Without Ceasing

**D. TBD – Reflection on Phase Two of *Disciples on the Way* – Formation in Discipleship** – by Bishop Ricken. Should be released Spring 2016 for period 2016-2018.

**E. TBD – Reflection on Phase Three of *Disciples on the Way* - Formation in Mission**

- by Bishop Ricken. Should be released Spring 2018 for period 2018 – 2020.

## APPENDIX D

### Planning Committee Finance Report

#### June 30, 2014 Year End Cash Shortfall

Year End Loss	(38,038)
Unrestricted Funds Withdrawal	(86,000)
Education Fund Withdrawal	(46,000)

Total Shortfall (170,038)

#### Projected 2015-2016 Budget Changes

Cathedral Fundraising	137,000
Decrease KCSS Support	36,000
Decrease B & G Costs	52,000
Increased Payroll Costs	(38,500)

Projected 2015-2016 Surplus 16,462

## APPENDIX E

### Demographics for St Katharine Drexel (Total 2014 – 11,646)

#### I. Overall Very Moderate Growth

2014-2019	2.5%	300 people
2014-2019		112 people

#### II. Married versus Single Parent

2014	77%	23%
2019	76%	24%

#### III. Age

2010	36	Most growth will be 65 and older (5%)
2024	39	

#### IV. Children - Ages 0-17

2014	2,141
2024	2,005

#### V. White 66%      Blue 44%

#### VI. Ethnic

A. 94% White - Non-Hispanic	2.3% Hispanic
B. Between 2014 – 2019	No change

#### VII. Average Household Income – Above State Average

#### VIII. % Families in Poverty 2014

State of WI	8%
Parish Neighborhood	6%

## **APPENDIX F**

### **St. Katharine Drexel Parish Five Year Planning Committee Report Executive Summary**

Beginning in Spring 2009, a Five Year Planning Committee was appointed by Fr. Jerry Pastors, pastor of St. Katharine parish to facilitate a process that would engage the whole parish in the development of a pastoral plan for the parish. Mark Mogilka, Diocese of Green Bay, Director of Stewardship and Pastoral Services acted as a consultant for the process.

Between Spring 2009 and Spring 2010, the planning committee led the parish through a pastoral planning process that included the following elements;

- Involvement of parishioners to reflect on their proudest moments as Catholics.
- The organization of 12 subcommittees who developed position papers for each of the basic parish ministries and programs outlining the current realities for these efforts, a vision on how to strengthen them and recommendations for how to strengthen them.
- The involvement of parishioners in a process that enabled them to name their hopes and dreams for the future of the parish.
- The convening of a parish Leadership Summit that included over 45 people including the pastor, staff, key parish council and committee members.

The key outcome of the planning process was the naming of five priorities for St. Katharine Parish for the next five years. Listed in no particular order they include:

1. To continue to build an even more unified, well educated, vibrant, Catholic, Christ like faith-filled community.
2. To work out a plan whereby additional "staff" can be secured thereby providing additional parish pastoral support and assistance for Fr. Jerry and parishioners.
3. To establish and execute a plan that would foster significant growth in the number and active engagement/involvement of all parishioners, especially among youth and young adults.
4. To foster a parish community that lives their faith through service and is seen as an asset to the broader community.
5. To further study the feasibility and work out a plan over time that would help St. Katharine Drexel move to having one primary worship site.

What follows is a detailed outline of the planning process that includes reports from the various elements of the process and various committees. This depository of wisdom, hard work and the stirrings of the Holy Spirit have been turned over to Fr. Jerry Pastors, the staff and members of the Parish Council to guide their work in the development of detailed plans for the implementation of the priorities in the course of the next five years.

Respectfully Submitted,

Members of the St. Katharine Drexel Five Year Planning Committee

## **APPENDIX G**

### **St. Katherine Drexel Leadership Hopes and Dreams**

#### **I. Care Ministry**

- More Members
- More parishioners who know about Care Ministry – Hipaa – privacy laws families need to let parish know when parishioners are in health facilities
- Parish Nurse – so that parish can bring more than communion to those with medical concerns

#### **II. KCSS**

- To grow the use of KCSS and use the St. Al site again
- To grow attendance while maintaining quality education

#### **III. Worship Committee**

- Needs new members especially males
- Expand prayer group for engaged couples
- Better microphones and sound system for choirs
- New albs for mass servers
- Ideally one worship site to unify parish, all activities in one space

#### **IV. Stewardship**

- Better involvement and awareness that all are stewards and responsible for our church
- More ideas
- More parishioners doing a small part to share their gifts with the church community

#### **V. Catholic Formation**

- Add more activities such as summer camp for youth, day camp and in town activities for families
- Activities that go beyond typical parish community
- Establish Kaukauna Catholic Community Center that will house variety of parish and community activities
- Double the usage inside and out of St. Al site
- New and fresh environment
- Summer camp week at parish for youth
- Apprenticeship model for youth ministry
- 3X3 basketball tournament type activities
- Coffee shop for bible study, community building, etc.
- Finance class for youth
- Vacation bible school
- Sunday School for 4-5 year olds

- Increase use of space by outside groups, quilting classes, homeschool groups, leisure events, etc.
- Retreats for college and young adults

## **VI. Social Concerns**

- Prolife activities
- More active in elections – the teachings of the Church

## **VII. Buildings and Grounds**

- Would love to have a service truck and shop
- Have everything at one site to maintain equipment
- Trailer to move tractors between sites

## APPENDIX H

### St. Katharine Drexel Scenarios

#### I. Maintain all Three Sites

##### A. Pros

1. Continue to maintain St. Al property for Faith Formation.
2. Space for community groups, annual picnic, etc.
3. Former St. Al's members more at peace
4. St. Al's could be a future building site
5. Parking available at St. Al's

##### B. Cons

1. Annual financial costs to maintain
  - a. Utilities
  - b. Maintenance Needs – St. Al's
    - i. Resurface parking lot
    - ii. Roof concerns
    - iii. Windows needed
    - iv. No elevator access (2<sup>nd</sup> floor lift)
    - v. Difficult for funerals (casket)
    - vi. Church not handicap accessible
    - vii. 3 churches
    - viii. Classroom space
  - c. Personnel & Administrative time and energy
  - d. Does not significantly help relieve parish budget stress
  - e. Lack of parking at St. Mary

#### II. Sell Some of the St. Al Property for Residential Use

##### A. Pros

1. St. Al's can still be used as Faith Formation Center
2. Space for community groups
3. Generate income to support parish – help with budget

##### B. Cons

1. Potential loss of space for picnic
2. Annual costs to maintain
3. Would generate little income due to potential requirement for drainage pond if area is developed

#### III. Close and Sell St. Al Property

##### A. Pros

1. Cut annual costs to maintain
2. Generate income for parish that potentially could be used for;
  - a. Create perpetual endowment for faith formation
  - b. Funds to improve property at St. Mary and St. Francis
    - i. Meeting/gathering space

ii. Roofs

3. Provide greater long range financial stability for parish

**B. Cons**

1. Need to reconfigure St. Mary site for Faith Formation
2. Former St. Al's members potential sadness due to loss of worship site
3. Less room/space to grow in the future
4. Head Start would need to find new space
5. Parking a concern at St. Mary
6. Need to find new space for some storage i.e. picnic

