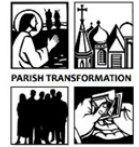


PARISH TRANSFORMATION



St. Helen Parish Transformation Action Plan

MISSION ACTION PLAN

A) Having prayed over and studied the components that give life to a parish's mission, we the people of St. Helen's Parish propose that the MISSION to which God is calling us to are *Catechesis and Communio*. Our parish mission narrative guiding us forward is:

We, the people of St. Helen Church, are called to embody our motto, "Proud of our Past, we move forward with Faith." We owe a debt of gratitude to the Catholics of Polish birth and descent who founded our parish more than a century ago and laid the foundation upon which we continue to build today.

Our patron, St. Helen, who found the True Cross, was a builder of churches and a provider for the poor and exiled. We strive to follow the example of her spiritual quest and to strengthen our parish by accepting our diversity, by welcoming those who have lost their way, and by serving those in our community.

We are a diverse community and strive to use our differences to bring the teachings of Christ to all people. We have many riches in our 100-year history and cultural customs, such as the Oplatek, the Corpus Christi procession and the Motorcycle procession on the anniversary of the Canonization of St. John Paul II, and the new celebration of Simbang Gabi. We recognize the importance of a strong union between our diverse and growing school community and our church of mercy that will keep St. Helen's light burning bright for another 100 years.

Mark 3:24-25

"If a kingdom is divided against itself, that kingdom cannot stand. If a house is divided against itself, that house cannot stand."

Many Catholics in our community are searching for a parish community in which to belong, and others have fallen away from the faith. We would like to welcome them to St. Helen, as the merciful father does in the parable of the prodigal son.

Luke 15:31-32

"My son, the father said "you are always with me, and everything I have is yours. But we had to celebrate and be glad, because this brother of yours was dead and is alive again; he was lost and is found."

The parable of the Good Samaritan is a reminder to us that we are called to minister to all, no matter their faith. Through the charitable work we do, including the monthly food drive for a local food pantry and our Advent and Lenten projects, may we follow in the footsteps of St. Helen and provide for those in need within our community.

Luke 10:34

"He went to him and bandaged his wounds, pouring on oil and wine. Then he put the man on his own donkey, brought him to an inn and took care of him."

We are called to move forward with faith, hope, and love, putting Christ at the center of our lives and sharing Him with others.

In the words of St. John Paul II, whose statue welcomes all to our home at St. Helen parish: *"The world you are inheriting is a world which desperately needs a new sense of brotherhood and human solidarity. It is a world which needs to be touched and healed by the beauty and richness of God's love."* St. John Paul II implores us, "Do not be afraid! Open wide the doors for Christ."

Participating in the Mission of Christ, the Church of St. Helen proclaims the Good News of salvation and celebrates Holy Sacraments by faith in Jesus, by guiding people to know Jesus and to unite their lives to Him.

Misja naszej parafii

My, członkowie kościoła Św. Heleny, jesteśmy powołani, aby wcielać nasze motto "Dumni z naszej przeszłości, z wiarą podążamy w przyszłość". Dźwigamy na naszych barkach dług wdzięczności dla przybyłych z Polski katolików oraz dla poprzednich pokoleń, którzy ufundowali nasz kościół ponad 100 lat temu i byli fundamentem tego, co my dziś budujemy.

Nasza patronka, Św. Helena, która odnalazła prawdziwy Krzyż Chrystusa, była budowniczym kościołów i wsparciem dla biednych i uciśnionych. Powinniśmy podążać za jej przykładem i wzmacniać naszą parafię, przyjmując naszą różnorodność poprzez przyjmowanie tych, którzy zgubili drogę i przez służenie ludziom w naszej społeczności.

Jesteśmy wspólnotą wielokulturową i powinniśmy korzystać z tych różnic, aby nieść naukę Chrystusa wszystkim ludziom. Mamy wiele bogactw w naszej 100-letniej historii i wiele zwyczajów kulturowych, począwszy od spotkania opłatkowego, procesji Bożego Ciała poprzez zjazd Motocyklistów w rocznicę kanonizacji Św Jana Pawła II, aż po świętowanie ze wspólnotą filipińską Simbang Gabi. Mamy świadomość jak ważne jest wspieranie się pomiędzy zróżnicowaną i rosnącą społecznością szkolną a naszym kościołem, aby utrzymać to nasze światło na kolejne 100 lat.

Ewangelia wg Św. Marka 3, 24-25

„Jeśli jakieś królestwo wewnętrznie jest skłócone, takie królestwo nie może się ostać. I jeśli dom wewnętrznie jest skłócony, to taki dom nie będzie mógł się ostać.”

Wielu katolików w naszym sąsiedztwie szuka parafii, do której mogłoby należeć, ale też wiele z nich odeszło od wiary. Chcielibyśmy przywitać ich w parafii Św. Heleny, jak zrobił to ojciec w przypowieści o synu marnotrawnym.

Ewangelia wg Św. Łukasza 15: 31-32

Ojciec mu odpowiedział: "Moje dziecko, ty zawsze jesteś przy mnie i wszystko moje do ciebie należy. A trzeba się weselić i cieszyć z tego, że ten brat twój był umarły, a znów ożył, zaginął, a odnalazł się"

Przypowieść o miłosiernym Samarytaninie jest przypomnieniem dla nas, że jesteśmy powołani do służby wszystkim, bez względu na ich wiarę. Dzięki naszej pracy charytatywnej jak miesięczna zbiórka żywności dla lokalnej spiżarni, nasze projekty adwentowe i wielkopostne, możemy podążać śladami Św. Heleny i zapewnić pomoc potrzebującym w naszej społeczności.

Ewangelia wg Św. Łukasza 10:34

"Podszedł do niego i opatrzył mu rany, zalewając je oliwą i winem; potem wsadził go na swoje bydlę, zawiózł do gospody i pielęgnował go."

Jesteśmy powołani, aby "z wiarą podążać w przyszłość", starając się ją pogłębić, stawiając Chrystusa w centrum i dzieląc się wiarą z innymi.

Św. Jan Paweł II, którego pomnik na froncie naszego kościoła wita wszystkich w naszym domu kościele Św. Heleny, powiedział: „Świat, który odziedziczycie, to świat rozpaczliwie potrzebujący odnowionego poczucia braterstwa i ludzkiej solidarności. Ten świat potrzebuje być dotknięty i uzdrowiony przez piękno i przez bogactwo Bożej miłości.” Św. Jan Paweł II również zachęca nas: „Nie lękajcie się, otwórzcie drzwi Chrystusowi”.

Uczestnicząc w Misji Chrystusa, Kościół Św. Heleny głosi Dobrą Nowinę o zbawieniu i świętuje Sakramenty w wierze Chrystusa, poprzez ukazywanie ludziom Jezusa i zjednoczenie naszego życia z Nim.

MISSION ACTION PLAN

B) Actions required to strengthen our foundations

Our focus areas (select up to 3)

| Focus Area | Advances Mission | Needs Strengthening |
|--------------------|-------------------------|----------------------------|
| Evangelization | | |
| Catechesis | X | |
| Prayer and Worship | | |
| Communio | X | |
| Missionary Spirit | | |
| Call to Holiness | | |

MISSION ACTION PLAN

B) Actions required to strengthen our foundation of Catechesis:

| Objectives and Actions | Time | Owner | Measureable Goal |
|--|--|--|--|
| Focus Area #1: Education | | | |
| 1. Adults <ul style="list-style-type: none"> • “Basics of the Faith” Class • Adult Formation Series • Baptism Education | Q1 2016 <i>(Dates approx. by SFM)</i> Summer 2016 Now | Geri/Marybeth/Eileen/Rich Geri/Marybeth/Eileen/Rich Sabina | Monthly Class including “Lecto Divina”, or close reflection on the Sunday Scripture Education Event 4 times per year (eg- learn about Encyclical, Polish/American/Philippino Catholic Traditions, Bible Study) Baptism Class 1 time per month Follow up letter 1 year after Baptism |
| 2. Kids <ul style="list-style-type: none"> - Faith Formation - Sunday School | Now Fall 2016 | Sabina Sunday School – Chris S, Chris O, & Sabina | Faith Formation Class for 2-5yo and parents – 4 times per year Sunday School Class 1 time per month |
| 3. Family <ul style="list-style-type: none"> - Retreat during Lent | Lent 2016 | Father Frank | 1 retreat during Lent |
| Focus Area #2: Service | | | |
| 1. Youth Group/Young Adult Ministry | Summer 2016 | Ben, Eileen, Pam, Darek, Diana | Offer a volunteer activity 2 times per year, perhaps coupled maybe with a social event/activity/bonding event. |

| Focus Area #3: Prayer | | | |
|--|---------------|------------------------|--|
| 1. Family Mass at 9am and 10:30am mass | February 2016 | Sabina/Diana/Maria nne | Family Mass held every month school is in session. Sabina, Diana and Marianne will coordinate who will be organizing each month. |
| 2. Benediction | January 2016 | Rich/Father Frank | Formal Benediction after mass 1 time per month |
| 3. Pilgrimage | June 2016 | Darek/Diana | Two pilgrimages per year (eg- Holy Hill) |
| 4. Altar Server Training | Fall 2016 | Darek/Rich | Training class held 2 times per year |
| 5. Stations of the Cross | Lent 2016 | Sabina/Father Frank | Have weekly bilingual stations of the cross – one station in Polish and the next in English |

MISSION ACTION PLAN

B) Actions required to strengthen our foundation of Communio:

| Objectives and Actions | Time | Owner | Measureable Goal |
|---|--|--|--|
| Focus Area #1: Increase Ministry During Mass to Create a Welcoming Atmosphere | | | |
| <p>1. Increase individuals in ministries to act as greeters and welcomers</p> <ul style="list-style-type: none"> -Usher -Greeters -Readers/lectors <p>-Eucharistic Ministers (need training)</p> <ul style="list-style-type: none"> • Ask individuals to serve as ministers • Need 4/mass at 9am to serve Body and Blood <p>-Personally Invite people to participate after mass</p> <ol style="list-style-type: none"> 1. Announcement at the end of mass and in bulletin 2. The following Sunday—after someone with a sign-up sheet at the end of Mass. <p>Training includes—Dress Code for people on the altar</p> <p>-No sleeve-shirts, no shorts</p> | <p>Nov. 22nd and the 29th —make the announcement</p> <p>Dec. 6- sign-up Dec. 13- sign-up</p> <p>Training/new schedules- January 2016</p> | <p>Melvin--Eucharistic Ministers</p> <p>Pam/Harriet/Larry --Sign-ups</p> <p>-Recruiting for the ministries will be bilingual.</p> <ul style="list-style-type: none"> • Lector • Ushers | <p><u>Goal:</u> Develop a list of ministers for each mass that can be rotated through so that each person gets only gets assigned 1/month.</p> <ul style="list-style-type: none"> • Eucharistic Ministers - 4 per mass (9am) • Lectors – 4 per mass • Greeters- 4 per mass • Altar servers- 4 sets • Ushers- 4 per mass • Choir as many people as want to sing |
| <p>2. Individuals unable to attend Mass—call the office</p> | | | |
| <p>3. Get kids involved with flowers on Mother’s Day</p> | | | |
| Focus Area #2: Connection between school and church | | | |
| <p>1. Every week bulletin should have a page for the school</p> | <p>January</p> | <p>Harriet will talk to Mrs. Johnson- 11.11.15 update- Harriet and Mrs. Johnson spoke; school is on board</p> | <p>Weekly bulletin page for school</p> |

| | | | |
|---|--|---|--|
| 2. Put a bulletin in the school folder that goes home each Thursday | January | Harriet will talk to Mrs. Johnson Goes to youngest child in every family | |
| 3. Ask about having fresh school/student banners be replaced | Spring | Harriet will talk to Mrs. Johnson 11.11.15 update- replace the banners—will start in Spring | |
| 4. Christmas trees per Grade decorated for the school | December | Harriet and Melvin 11.11.15 update- 3 rd -8 th grade will make trees and we'll decorate the church Harriet is working on getting the trees donated. | |
| 5. Two social events in 2015 by Young Adult Ministry | Spring and July-August 2016 | Ben, Eileen, and Pam (St. Helen's Young Adult Ministry Exec Committee) | -Host another Theology on Tap series with similar turn-out to 2015 (apprx. 30-40 attendees each week). -Host an additional social event in the Spring of 2016 |
| Focus Area #3: Spread the Word About St. Helen's | | | |
| 1. Door Tags - Repeat process from before—printed, distributed done. -Should have Christmas/Christmas Eve schedule -Include a packet for new registrants at the Easter mass <ul style="list-style-type: none"> • Create a brochure, <ul style="list-style-type: none"> ○ Social media contact ○ Parish contact ○ List of groups ○ Faith formation classes • include the mission statement, packet of temporary envelope | Distribute before Easter mass (March 27)??? Or for Ash Wednesday (Feb. 10—at least the brochure by then). | Harriet/Pam/Margaret Harriet- MB (and letter) Margaret—PNC and Rich's Deli Harriet has a list of other places to contact | <ul style="list-style-type: none"> • Increase attendance at Easter mass 2016 25% from Easter mass 2015 • Increase the number of registered parishioners from 300 families to 400 by July 1. \$2,000 for door tags |
| | | | |

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|---|------------------|--|---|
| 2. Mass Mob -Bring a mass mob to St. Helen's for one Sunday Mass | Spring | Bill (Pam will email Bill) | |
| 3. Open House Chicago | Ongoing-February | Harriet 11.11.15—still waiting to hear back from Open House Chicago | <ul style="list-style-type: none"> • Be a point of interest in the neighborhood |
| 4. Increase social media presence- FaceBook, Instagram, Twitter <ul style="list-style-type: none"> • Add it to the bulletin • Have YAM Archdiocese follow us/share our events | By Spring | Liv and others to be identified (Jill, Harriet, Pam) | <ul style="list-style-type: none"> • Double our Facebook likes from 174 (November 11, 2015) to 400 by Easter • Weekly postings |
| Focus Area #4: Catholic Daughters of America <ul style="list-style-type: none"> • Don't know if they expect dues. • We will assess that. | January-March | Liv and Harriet | <ul style="list-style-type: none"> • Investigate and determine whether or not to start a chapter- look at the requirements. |
| Focus Area #5- Sense of Community -Dedication of Christmas flowers -Make announcement -Include in bulletin -Stickers Dec. 6 th - usher will pass out | | Harriet | <ul style="list-style-type: none"> • Dec. 6—stickers distributed • Dec. 13th—envelopes collected • Increase donations-raise 20% more from previous year Christmas flowers. • Create a sense of community |
| -Block off side pews to get individuals into the center (requires four lengths of nice cording) -3M hooks on the pews and cording from Harriet's friend | | Ushers/Pam | <ul style="list-style-type: none"> • Build sense of community |

| | | | |
|---|---|---|--|
| -Reach out to the sick in the community <ul style="list-style-type: none"> • Publicize in the bulletin to let us know if we need people. • List of people to pray for in the bulletin. • Door tags—put one side (if you are unable to attend Mass and would like to receive Communion, please contact us). | Begin in January; finish by July 1 | Margaret/Melvin/Bogdan | <ul style="list-style-type: none"> • Train Ministers of Care (\$30/person) (5 weeks) • Visit those in need weekly to distribute communion. |
| --Family picnic/Block Party | | Harriet/Agnes | |
| --Pig Roast/Oktoberfest (September-after Yom Kippur) | | Jan, John, The Polish Club Father's Club—Melvin | |
| --Student masses—1/month (see Catechisis) | February, March, April, May (September-May each school year) | Diana, Sabina, or Ms. Johnson | |
| --Las Posadas between churches within walking distance -Traveling stations of the Cross | Easter/Christmas 2016 | Liv/Pam/Melvin | |
| --Polka Mass --Need to musical group to play | | | |

MISSION ACTION PLAN

C.) Resources for Mission (people, programs, capital) that will require funding

| Resources Needed | Low-Cost/Interim Option | Longer-term Option | Time-frame |
|----------------------------------|---|---------------------------|-------------------|
| Door Tags and Distribution costs | -Get donations for the door tags -Get sponsors for the door tags | | |
| | | | |
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PARISH TRANSFORMATION IMPLEMENTATION PLANNING

ACHIEVING THE MISSION--PREPARING FOR IMPLEMENTATION PLANNING

| Question | | | Comments |
|--|---------|--------|--|
| Resource Allocation | | | |
| <ul style="list-style-type: none"> Given our new Mission and focus areas, should we review our programs with an eye toward pulling back on some that no longer fit? | __ yes | _x no | |
| <ul style="list-style-type: none"> Do we need to raise additional funding for our top priorities? | _x_ yes | __no | Door Tags: Cost was ~\$2,000 Owner: Harriet |
| Effective Leadership | | | |
| <ul style="list-style-type: none"> Does our action plan require us to reconsider the roles and responsibilities of our staff? | _x_ yes | __no | Job responsibility for parish secretary – list out what she does and how her goals are accomplished Owner: Sabina Time table: April of next year |
| <ul style="list-style-type: none"> Should we re-evaluate the way our Pastoral Council, School Board, and our Finance Council serve our parish? | __ yes | _x_ no | |
| <ul style="list-style-type: none"> Do we need to think more specifically about training and formation of our staff and lay leaders? | _x_ yes | __no | Refer to our action plans among both Catechesis and Communion groups and use resources of archdiocese in order to accomplish this goal Retreat/training session Owner: Deacon Tom and Father Frank |
| Communication | | | |
| <ul style="list-style-type: none"> Do we have an opportunity to utilize more effective communication methods to inform parishioners about our parish life? | _x_ yes | __no | This point is intertwined with the point below |
| <ul style="list-style-type: none"> Do we have an opportunity to make better use of technology in our communications? | _x_ yes | __no | Social media presence Owner: Livia |
| <ul style="list-style-type: none"> Do we have an opportunity to better clarify how decisions are made and communicated in our parish? | _x_ yes | __no | |
| <ul style="list-style-type: none"> Do we have an opportunity to elicit more ideas and feedback from parishioners? | _x_ yes | __no | |
| Collaborating with Neighboring Parishes | | | |

| | | | |
|---|--|---|---|
| <ul style="list-style-type: none"> • Can we think of areas where cooperating with a neighboring parish might be beneficial to both? | <input checked="" type="checkbox"/> _yes | <input type="checkbox"/> _no | RCIA and CCD – referring our parishioners to them. Young Adult Ministry Owner: Sabina and Pam |
| <ul style="list-style-type: none"> • Do we have gifts and resources that we can offer to other parishes? | <input type="checkbox"/> _yes | <input checked="" type="checkbox"/> _no | |
| <ul style="list-style-type: none"> • Do our ministries and advisory boards have an opportunity to share ideas, concerns, and best practices with neighboring parishes? | <input checked="" type="checkbox"/> _yes | <input type="checkbox"/> _no | Deanery meetings |

IMPLEMENTATION PLANNING

For all the areas above that are checked "yes": What actions are required to explore these themes further?

| Action | Timing | Owner | Measureable Goal / Timing |
|--|----------|--------------------------|--|
| 1. Raise additional funds for Door Tags | 12/15 | Harriet | Raise at least \$2,000 |
| 2. Outline job responsibility for parish secretary | 4/16 | Sabina | Have a list of responsibilities and how her goals are accomplished |
| 3. Training and formation of staff and lay leaders | On-going | Deacon Tom and Fr. Frank | Retreats/training sessions |
| 4. Utilize more effective communication methods | On-going | Livia | Have a concrete Social media presence |
| 5. Collaborating with Neighboring Parishes | On-going | Sabina and Pam | RCIA and CCD and Young Adult Ministry |

IMPLEMENTATION PLANNING

ACHIEVING THE MISSION--PREPARING TO "Launch"

- How will the Parish Transformation Action Plan become incorporated into the parish (e.g., Pastoral Council will now take responsibility; Parish Transformation Steering committee will stay together and continue to oversee implementation)?

The Parish Council will oversee the implementation of the Action plans which were established and adjust and further develop them if needed.

- How frequently should we review progress (e.g., monthly, quarterly)?

The Parish Council will meet monthly to review the progress of the implementation while the sub groups for each building block (Catechesis and Communio) will meet on a quarterly basis and communicate monthly via email and conference call.

- Who will be responsible for tracking our progress and reporting back?

Parish Council member Harriet Siller will be responsible for tracking the progress.

- Who will serve as Implementation Leader / Leadership Team? I.e., responsible for managing the ongoing process of implementation—e.g., arranging meeting times, setting meeting agendas, etc...?

Harriet Siller will be responsible for managing the ongoing process of implementing the action plans.

- How will we communicate to the broader parish community our Parish Transformation experience and plan?

Communication: We will be updating our Facebook page, bulletin and website with links to the Parish Council, Finance Council, School Board and Parish Transformation information for the parishioners. Collaborating with Neighboring Parishes: We have already started this process with the Theology on Tap program and will look into other ways to benefit from the strengths of our neighboring parishes. Preparing to Communicate with the parish: Detailed plan for communicating the outcomes of Parish Transformation to the parish. Examples: Bulletin Articles Brochures Meetings