

**HOLY FAMILY PARISH CALEDONIA
YEAR III DISCIPLES IN MISSION REPORT
JUNE 5, 2011**



DISCIPLES IN MISSION HOLY FAMILY PARISH – CALEDONIA, MICHIGAN

Goal I:

To bring about in all Catholics such an enthusiasm for their faith that, in living their faith in Jesus, they freely share it with others.

Parish selected year I Objectives:

1. To foster a renewed understanding of the faith among Catholics.
2. To foster an appreciation of the presence of Christ in the Eucharist and all the sacraments, the sacred signs of our catholic life.

Goal II:

To invite all people in the united states, whatever their social or cultural background, to hear the message of salvation in Jesus Christ so they may come to join us in the fullness of the catholic faith.

Parish selected year II Objectives:

1. To help every catholic feel comfortable about sharing his or her faith and inviting people to discover christ in our catholic family of believers.
2. To make every catholic institution, especially our parish, more welcoming.
3. To effectively welcome back those who have left the church.

Goal III:

To foster gospel values in our society, promoting the dignity of the human person, the importance of the family, and the common good of our society, so that our nation may continue to be transformed by the saving power of Jesus Christ.

Parish selected year III Objectives:

1. To foster the importance of the family.
2. To encourage Catholic witness in the arts and intellectual community

HOLY FAMILY PARISH – CALEDONIA, MICHIGAN YEAR III – 2010/2011

AN EVALUATION OF *DISCIPLES IN MISSION*
FOR THE PERIOD (September 2010) THROUGH (June 2011)

EXECUTIVE SUMMARY:

This document is to serve as our third year report for the Disciples in Mission process at Holy Family. We had a dedicated team of individuals who implemented this process in Year Three, and we have compiled our learning for the three-year process. We look forward to furthering the process in future years by transitioning the annual events to the Pastoral Council this coming year.

The following documents make up this report:

- The schedule/syllabus that our leadership team followed to effectively implement much of what we learned in year one as it relates to the Disciples in Mission process and the USCCB's National Plan and Strategy for Catholic Evangelization in the United States; and
- The Parish Reflection Day results which may be referred to as our evolving Parish Evangelizing Profile.

Conclusions and Recommendations by the Parish Leadership Team:

1. The continued feedback is that this process remains a positive experience for our Parishioners who participate;
2. There remains a continued need for educating our parishioners and Ministries on the process, its goals, and our selected objectives.
3. We made some progress this year having the Parish Staff and Ministry Leaders migrate from their individual goals and objectives to the goals and objectives that are brought to us by the National Plan.
4. We need to improve the communication with the Parish, and more specifically work with the ministries to have them focus on the three

- goals, the selected objectives, and their resulting activities/strategies to move our Parish toward achieving Christ's great command (Mt 28:19-20).
5. We held our second annual Ministry Planning meeting this year and we recommend that this continue as an annual meeting. This will allow us to achieve the goals and objectives by having the ministries select their individual strategies and/or actions to meet the goals and objectives in the fiscal year.
 6. This year will be a transition of the annual activities to the Pastoral Council.

For the future - The six primary planning activities of the Pastoral Council are:

- A. Fall Retreat open to all parishioners;
- B. Advent Small Faith-Sharing Groups;
- C. Lenten Small Faith-Sharing Groups;
- D. Annual Parish Reflection Day on the goals and objectives
- E. Annual Ministry Planning Day to select actions/strategies that will achieve the goals and selected objectives; and
- F. Annual Pentecost Novena

Submitted by:

Michael Hollern
 Parish Leadership Team Coordinator
 May 25, 2010

NAMES AND ROLES OF MEMBERS OF THE TEAM

Michael Hollern	Parish Leadership Team Leader
Ed Horski	Parish Staff Leader (Pastoral Associate)
Cathy Vega	Recorder/Secretary
Peter Murray	Communications Coordinator
Margo Kiel	Prayer Coordinator
Jennifer Renegar	Parish Organizations & Family Coordinator
Pete Murray	Evangelization Planning Coordinator
Janet Regan	Small Group Coordinator
D.J. Regan	Teen Coordinator

DISCIPLES IN MISSION
HOLY FAMILY PARISH – CALEDONIA
YEAR III SCHEDULE OF MEETINGS



**HOLY FAMILY PARISH – CALEDONIA –
Year III 2010 – 2011**

<u>Leadership Position</u>	<u>Name</u>	<u>E-mail Address</u>	<u>Telephone #</u>
Pastor	Father Mark Bauer	revmbauer@holyfamilycaledonia.org	616-891-1160
Leader	Michael Hollern	hollerns@comcast.net	616-292-9635
Parish Staff Leader	Ed Horski	ehorski@holyfamilycaledonia.org	616-891-9259
Recorder/Secretary	Cathy Vega	cmvegahhc@yahoo.com	616-891-0489
Communications Coord.	Pete Murray	pete.murray@foremost.com	616-813-4368
Prayer Coordinators	Margo Kiel Fran Hollern	radiantmargo@yahoo.com hollernf@caledonia.k12.mi.us	269-795-3013 616-554-9598
Parish Org. Coordinator	Jennifer Renegar	Jennifer.Renegar@fns.usda.gov	616-891-9782
Evangelization Planning	Pete Murray	pete.murray@foremost.com	616-813-4368
Small Group Coord.	Janet Regan	newantioch@fnwusers.com	616-915-5930
Family Coordinator	Jennifer Renegar	Jennifer.Renegar@fns.usda.gov	616-891-9782
Teen Coordinator	D.J. Regan	newantioch@fnwusers.com	616-891-1462

Tuesday, August 31, 2010 2010-2011 Schedule Review (P.186 #10)
 Bulletin Board @ Parish Office
 Discuss Stewardship Festival Content/Coverage 9/25-9/26
 Status on Fall Retreat (10/22-10/23)
 Discuss Advent Small Groups timing of publicizing & sign-up dates

Tuesday, September 7, 2010 Fall Retreat Planning

Tuesday, September 14, 2010 Status on Roll-out of Goals I & II – Ministry Planning
 Advent Content for small faith-sharing groups
 Advent Recruiting/Training Small Group Leaders (P. 187 #13, P. 191)
 Advent Faith-Sharing Groups for Teens (P. 187 #16)
 Publicizing DiM in the Parish for Year III (P.186 #12, P. 191)

Tuesday, September 21, 2010 September 25-26, 2010	Fall Retreat Planning Stewardship Festival after all Masses
Tuesday, September 28, 2010	Advent Small Groups Status on Roll-out of Goals, Objectives/Strategies Year III Lenten Family Activities (P.192)
Tuesday, October 5, 2010 Sunday, October 9-10, 2010	Fall Retreat Planning Cancelled: Pulpit Talks for Retreat – DJ/Janet, Michael/Fran, Ed Horski
Monday, October 11, 2010	Submit Bulletin article & November newsletter article for Advent Small Groups
Tuesday, October 12, 2010	Year III Ministry Planning Advent /Lenten Evangelizing Homilies (P. 188, #17, P. 192)
Tuesday, October 19, 2010 October 22-23, 1010	Fall Retreat run-through/rehearsal POSTPONED/CANCELLED 10/19/10: PARISH RETREAT (7PM-11PM & 8:45-7:30PM)
Tuesday, October 26, 2010	Advent Small Groups Publicizing and Sign-up PRD Date (5/7/2011 8am – 5pm)
Tuesday, November 9, 2010	Determine who will provide Testimonials about Faith-Sharing Group Review/modify/confirm the schedule below (1/112011 – 6/14/2011).
Week of November 22, 2010	ADVENT SMALL FAITH-SHARING GROUPS – 1 ST MEETING
Tuesday, November 23, 2010	TBD: Schedule Review and Parish Town Hall Content
Sunday, November 28, 2010	First Sunday of Advent
Week of November 29, 2010	ADVENT SMALL FAITH-SHARING GROUPS - 2 nd MEETING
Tuesday, November 30, 2010	Leadership Team Meeting
Sunday, December 5, 2010	Second Sunday of Advent
Week of December 6, 2010	ADVENT SMALL FAITH-SHARING GROUPS – 3 RD MEETING
Tuesday, December 7, 2010	Leadership Team Meeting
December XX, 2010	TBD: Parish Town Hall Meeting(s) after each Mass
Sunday, December 12, 2010	Third Sunday of Advent
Week of December 13, 2010	ADVENT SMALL FAITH-SHARING GROUPS – 4 TH MEETING
Sunday, December 19, 2010	Fourth Sunday of Advent

CHRISTMAS SEASON BREAK AND PREPARATION

January 11, 2011
January 18, 2011
January 22/23, 2011

Leadership Team Meeting
Leadership Team Meeting

Seven Weeks prior to the First Sunday in Lent

1. Michael: Order participants materials (Ch.5);
2. Jennifer: Order Family Activity CD and Material
3. Janet: Recruit Small Group Leaders (Ch.13);
4. Pete & others: Meet with Homilist – 1/27/11? (Ch.17);
5. Margo/Fran/Pete: Begin the Prayer Campaign for which will run until Pentecost (Ch.11) p.93 #1;
6. Margo/Fran: Submit Intercessory Prayers w/dates to Parish Office (p.87).

January 29/30, 2011

Six Weeks prior to the First Sunday in Lent

1. Prayer Campaign Continues (Ch.11);
2. Display DM posters/banners in the Church (remain up through Pentecost) Ch.12;
3. ~~Pulpit testimonials and~~ bulletin announcements about the **Upcoming Sign-up Sunday's (Ch.12)**;
4. Distribute the Parish Brochure for Sign-up Sunday (Ch.14).

Week

February 5/6, 2011

Five Weeks prior to the First Sunday in Lent

1. March Newsletter article due to the office.
2. Prayer Campaign Continues (Ch.11);
3. Pulpit testimonials and bulletin announcements that this is **Sign-up Sunday #1**;
4. Distribute the Parish brochure for sign-up Sunday (Ch.14);
5. Conduct sign-up Sunday (1 of 2) - (Ch.14).

February 12/13, 2011

Four Weeks prior to the First Sunday in Lent

1. Train Small Group Leaders - February 16, 7PM (Ch.13);
2. Prayer Campaign Continues (Ch.11);
3. Make pulpit (Testimonials?) and bulletin announcements that this is **Sign-up Sunday #2**;
4. Distribute the Parish brochure for sign-up Sunday (Ch.14);
5. Conduct sign-up Sunday (2 of 2) - (Ch.14).

February 19/20, 2011

Three Weeks prior to the First Sunday in Lent

1. Bulletin stuffer article for March 5/6 DUE 2/25/11.
2. Conduct phone invitation campaign (Ch.14);
3. Order additional participant materials as needed (Ch.5);
4. Send Family Activity booklets home with Children (Ch.15);
5. Match Small Group participants and Leaders; inform Leaders (Ch.13);
6. Prayer Campaign continues (Ch.11);
7. Make pulpit and bulletin announcements following up on the sign-up Sundays (Ch.12).

February 26/27, 2011

Two Weeks prior to the First Sunday in Lent

1. Small group leaders receive their materials and call their group members (Ch.13);
2. Participants pick up their materials and group assignments (Ch.14-16);
3. Kick-off event for Families (Ch.15);
4. Prayer campaign continues (Ch.11);
5. Make pulpit and bulletin announcements about the numbers of parishioners involved in Disciples in Mission Lenten activities.

March 5/6, 2011

One week prior to the first Sunday in Lent

1. Bulletin stuffer article this weekend!
2. Place Year III prayer on the Breaking Bread books
3. Prayer campaign continues (Ch.11);
4. Small groups, teen groups, families hold 1st meetings.
5. Priest / Deacon preaches evangelizing homily;
6. Apply for license to show The Passion of The Christ during Holy Week

March 9, 2011
March 13, 2011

ASH WEDNESDAY

1st Sunday in Lent

1. Prayer campaign continues (Ch.11);
2. Small groups, teen groups, and families hold their 2nd meetings.
3. Priest / Deacon preaches evangelizing homily;
4. Week 1 Bulletin inserts distributed.

March 20, 2011

2nd Sunday in Lent

1. Prayer campaign continues (Ch.11);
2. Small groups, teen groups, and families hold 3rd meeting.
3. Priest / Deacon preaches evangelizing homily;
4. Week 2 Bulletin inserts distributed.

March 27, 2011

3rd Sunday in Lent

1. Prayer campaign continues (Ch.11);
2. Small groups, teen groups, and families hold 4th meeting.
3. Priest / Deacon preaches evangelizing homily;
4. Week 3 Bulletin inserts distributed.

March 28, 2011

Parish Reflection Day & Ministry Planning Meeting

April 3, 2011

4th Sunday in Lent

1. Prayer campaign continues (Ch.11);
2. Small groups, teen groups, and families hold 5th meeting;
3. Priest / Deacon preaches evangelizing homily;
4. Week 4 Bulletin inserts distributed;
5. Small group leaders tell their groups about the Parish Reflection Day and invite them to attend.

April 10, 2011

5th Sunday in Lent

1. Prayer campaign continues (Ch.11);
2. Small groups, teen groups, and families hold last meeting;
3. Priest / Deacon preaches evangelizing homily;
4. Week 5 Bulletin inserts distributed;
5. Small group leaders tell their groups about the Parish Reflection Day and invite them to attend.

April 17, 2011

PALM SUNDAY AND HOLY WEEK

1. Week 6 Bulletin inserts distributed.
2. Show The Passion of the Christ DVD (5PM - St. Mary's Hall)

April 21, 2011

HOLY THURSDAY

April 22, 2011

GOOD FRIDAY

April 24, 2011	EASTER SUNDAY
April 25, 2011	Jennifer/Michael/Fr. Mark to send Ministry Planning Letter to notify Leaders about May 21 planning session.
April 26, 2011	Parish Reflection Day AND Ministry Planning Meeting 7PM
April 27, 2011	Small Group Leaders Debrief 7PM <ul style="list-style-type: none"> • Complete Small Group Leader Evaluation form • Collect Small Group Participant forms and summarize
May 3, 2011	Parish Reflection Day AND Ministry Planning Meeting
May 7, 2011	ANNUAL PARISH REFLECTION DAY (Holding 8am – 5pm)
May 10, 2011	MEETING CANCELLED Leadership Team Meeting <ul style="list-style-type: none"> • Complete/Review the PRD Summary form • Ministry Planning Meeting discussion
Monday, May 16, 2011	Submit bulletin article (two weekends) about Pentecost Novena
May 17, 2011	Leadership Team Meeting <ul style="list-style-type: none"> • Complete the Leadership Team Evaluation and feedback form • Compile the Year III Summary Report
May 19, 2011	Michael/Jennifer - Meeting and Update to the Pastoral Council
May 21-22, 2011	Provide Pentecost Novena Cards at all Masses
May 21, 2011	ANNUAL MINISTRY PLANNING (8am – Noon)
Monday, May 23, 2011	Confirm Pentecost Novena bulleting article for second weekend
May 28-29, 2011	Provide Pentecost Novena Cards at all Masses
Monday, May 30, 2011	Memorial Day
May 31, 2011	Final official meeting to plan ahead for transition to the Pastoral Council
June 3, 2011	Margo/Fran: PENTECOST NOVENA STARTS
June 5, 2011	Feast of the Ascension
June 12, 2011	PENTECOST (PARISH NOVENA ENDS)
June 13 – June 27	Year III Summary Report provided to Father Mark and the Pastoral Council
October 21-22, 2011	Parish Retreat

DISCIPLES IN MISSION

HOLY FAMILY PARISH – CALEDONIA

PARISH REFLECTION DAY RESULTS
(PARISH EVANGELIZING PROFILE)

Parish Reflection Day Evaluation Results
Holy Family Catholic Church
May 7, 2011

Total Evaluation Responses: 30

1. *As a result of participating in this Parish Reflection Day...*

A. Do you have a clearer understanding of Catholic Evangelization?

Yes = 28

No = 1

Unsure = 1

- Was pretty clear coming in from previous years.
- It was well illustrated by Father Mark.
- I realize that I must commit to an even greater participation.
- While fewer attendees this year, the discussion was thoughtful.
- Good slideshow and presentation.
- Lots of support is needed to help Catholics have the courage and knowledge to do so.

B. *Are you better able to see how our parish's current ministries and programs are carrying on the evangelizing mission of Jesus Christ?*

Yes = 21

No = 2

Unsure = 6

Somewhat = 1

- Didn't really cover this in detail
- Can see a positive impact with our youth.
- I would like to have an annual day of "State of the Ministries".
- Wish we had more time to review, didn't really talk about it.
- Would like to see more action.
- Need more parishioner involvement. How to get that is a challenge.

C. Are you better able to identify new ministries and programs, not currently available, through which we could better achieve our parish's full evangelizing potential?

Yes = 22

No = 1

Unsure = 6

Somewhat = 1

- I know we are missing something.
- Did not really have much time to talk about/brainstorm as a group.
- I think we need to have more information.
- Need more involvement of parish members and a more active parish.
- Did not really cover this in detail.

2. What is your overall evaluation of the Parish Reflection Day?

Excellent = 10

Very Good = 17

Good = 3

- Good to come together and brainstorm. Wish we could talk a bit about the objectives as a larger group, what they mean, before we voted – that process felt rushed.
- We need to explore more ways to enhance, resurrect or invite new.
- Needed more people.
- Lots of good ideas.
- Would be nice if more people would attend.
- How do we get more people to come?

The most valuable part of the Parish Reflection Day for me was.....

- Discussing the objectives with others.
- The discussions.
- Group sharing & discerning the goals.
- Learning the background of DIM and evangelization.
- Small group session.

- Sharing with others and to help set the direction of where DIM is going.
- Hearing the similarity of our goals.
- Setting objectives.
- Establishing goals for parish ministries.
- Figuring out what we need to do to increase Catholic faith in others.
- Sharing.
- The overview of the “Go and Make disciples”.
- Exchange of ideas.
- Identifying the important areas of focus to move us forward.
- Table discussion.
- Discussion and getting to know some new parishioners.
- Table sharing.
- Hearing others ideas.
- Group participation.
- Seeing everyone work together.
- Thinking of what I can do.
- Interaction with others.
- Listening to others views.
- The expanding of the vision for Holy Family.
- Father Mark’s passion and involvement/ reminder of this “dying wish”.

The least valuable part of the Parish Reflection Day for me was

- It is hard to commit to a Saturday in the spring.
- Nothing – all was valuable.
- I felt the small group instructions were too vague = process felt rushed.
- The repeating of the what & why of DIM.
- It was all valuable.
- Doughnuts.
- Not very many attended.

If I could change or add one thing to the Parish Reflection Day, I would

- Have more representatives from our ministries and make the day an “attendance expected” for our ministry leaders.
- Not start so early.
- Start later.
- Maybe have a different time to include more representation from all area/families of our parish. Spring Saturdays are busy.
- More people.

- More people ~ how?
- Encourage more people to come.
- It would be helpful to have the ministerial communication of goals and the successes and they have been implemented.
- The time.
- Ensure more parish participation.
- A more ideal day/time of year. Could February be considered, I know it's not in synch with DIM instructions, but it seems better suited for our parishes planning process with budgets, etc.
- Provided child care so more families could attend.
- Wish more people would be involved.
- Shorten it.

Additional Comments:

- It went smooth in spite of getting behind schedule.
- Catholic adult and family education is vital.
- A+
- Thank you!
- I am saddened by the lack of participation.
- Nice job everyone.
- Thank you!
- Appreciate how the parish keeps reaching out to its family to help us grow in faith.