

Cluster 22 Education and Social Justice Subcommittee

Notes from the 4/26/2006 meeting

1. **What model was chosen? Explain why that model versus any other model.**
 - a. We chose model 2, four separate parishes. This model was chosen over the other models in order to maintain the unique identity of each parish. Collaboration and sharing of resources while maintaining the individual communities of each parish is vital to the success of the cluster.
2. **What will be the implementation timeline(s)?**
 - a. The timeline for implementation of the recommendations of this subcommittee can begin immediately, with some of the recommendations being phased in over the next year. Specific timelines include are included in subsequent answers.
3. **What will be the Mass schedule? If Mass cannot be celebrated in each worship site every weekend, what will be the plan? How will other sacraments be administered and who will administer them? How will opportunities for devotional prayer be made available?**

This question will be answered by other subcommittees.
4. **How will you provide pastoral care to hospitals, nursing homes, college campuses, prisons, and other special ministries that are in the cluster?**

This question will be answered by other subcommittees.
5. **How will you address the needs of Catholic schools within the cluster?**

The present structure of Holy Cross School will be maintained.

 - a. It is recommended that there be representation from all four parishes on the school board, the timeline for this is to begin for the 2006-07 school year. This board will be responsible for recommending future changes to the school.
 - b. There should be communication to all parishes within the cluster regarding Holy Cross School and integration of the Holy Cross School with all cluster 22 parishes is encouraged. (The subcommittee will meet with deacon Steve and Sister Rosemary to determine more specific steps toward this recommendation before the final report is submitted)
6. **What Social Justice needs exist within your cluster and how will these be addressed?**

The following is a partial listing of various programs. This was a difficult area to inventory as there are many groups doing social justice work and no format for communication of all of these programs.

St John's and Holy Cross

- Food Cupboard- housed at St John's, independent tax ID, etc
- Preble Street resource Center- soup kitchen HC – 1st Sunday, SJ 3rd Thursday
- Christmas Giving tree
- Cooperates with project GRACE
- Brazilian Mission support

St Bart's

- Tithing parish – 10% of income to organizations, a 7-8 person committee oversees this
- Christmas Giving tree

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- Wayside soup kitchen - 4th Sunday
- Prison Ministry
- My Sister's Keeper
- St Vincent De Paul Soup Kitchen
- Habitat for Humanity

St Max's

- Clean Clothes Campaign
- Project GRACE- separate entity, many volunteers from the St Max community
- Women Affirming Life
- Prison Ministry
- Wayside Soup Kitchen – 5th Sunday
- St Vincent De Paul
- Giving tree
- Habitat for Humanity walk
- Nursing home communion services
- Bereavement ministry

Each parish has active volunteers in social justice ministry, St Max's not have an active commission.

a. It is recommended that there be communication between each parish regarding these programs and that there be a listing of social justice resources for the cluster community, Cape Elizabeth, South Portland and Scarborough, available in each parish.

Timeline- 2006

Action: provide an insert or listing in the bulletin

b. A pamphlet listing social justice programs and volunteer opportunities should be established and each parish secretary should have contact information available.

Timeline – should begin 2006 with pamphlet completed by 2007

Action: establish a communication committee to begin this project

c. There should be communication of social justice programs with the community at large and continued cooperation between the parishes and various social justice organizations (for example- The Food Cupboard, Project Grace, AA, my sister's keeper, etc.)

Timeline- 2007

Action: communication through local newspapers and collaborating with local social justice organizations

d. A cluster social justice commission should be established with the purpose of addressing social justice needs and encouraging communication within the cluster and the community at large. This commission should meet on an as needed basis encouraging the continued efforts of the many volunteers presently in the ministry of social justice.

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Timeline: 2006

Action: establish a cluster social justice commission

7. What will you do to foster community life within the cluster?

Community life within the cluster will be established by improved communication within and between cluster parishes.

Continued activities to foster community life within each parish, such as dinners, small faith sharing groups will foster community life within the cluster. Combined daily Mass and combined liturgies on Holy Days, Easter, Christmas etc will also foster community.

8. What paid and volunteer staff will be required to accomplish the plan? How will these individuals be trained? How will these individuals be trained? How will the overall parish communities be educated regarding the changes resulting from the plan?

Staffing recommendations include:

Central communication director- a paid position, to oversee and facilitate a communications committee, would be responsible for communications and PR in all areas including, individual parishes, cluster and community

Communication commission- volunteer, equal representation from the four parishes

Central Youth Ministry coordinator- paid position, would be responsible for high school youth ministry within the cluster, for administration between cluster and diocese and facilitating and training volunteers. Work with YM advisory board.

Youth ministry advisory board- volunteer, equal representation of youth and adult volunteers, responsible for planning YM meetings and events.

Business manager- full time, highly qualified, would have administrative, HR and financial responsibilities for the cluster,

Bookkeeper- paid, highly qualified, keeps all financial records for the cluster parishes.

Pastoral Associate- paid position 3 for this cluster; SJ and HC would share this position- to assist the pastor in catechetics and initiation including Religious education of children and adults, and provide pastoral duties to assist in the spiritual life of the church. The pastoral associate should also work with volunteers in areas of discerning their gifts and providing or offering training.

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Catechical leader- may be included in pastoral associate duties, provide catechist development and training, work with faith formation commission to determine content and resources needed for religious education of children

Worship and spirituality director- work with the pastor in areas of liturgy, including celebration of sacraments, music, etc., work with parish level worship and spirituality commission and provide training for worship ministers.

Secretary- one per parish, paid,

Custodial staff

Volunteers:

Cluster pastoral council- representation from each of the four parishes, responsible for ensuring the implementation of the timelines presented in this report and addressing cluster issues as they arise.

Commissions-

Cluster wide

Marriage prep team

Adult Ed

YM advisory board

social peace and justice

Communication

Parish level

Pastoral council

Present commission structure- family life, church life, worship and spirituality, education, stewardship

Training:

Paid staff members should be highly qualified for their positions, job descriptions should be provided and the review process should be done in cooperation with Diocesan guidelines.

Further discussion regarding training of lay people is necessary, it is however, the opinion of this subcommittee that the laity be encouraged to discern and share their gifts and be trained and educated appropriately. We are the Church; the Body of Christ and all members have gifts to share.

9. **How will Religious Education be provided? Please differentiate between formative years, youth, and adult education.**

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- RCIA- should remain at a parish level for the coming year. Recommendations include collaboration between the parishes while recognizing that candidates and catechumens are beginning their journey with the Catholic Church and may better identify with their parish, there should be consideration for an “open enrollment” program that allows people to start the process when they feel called, presently the RCIA process follows the school year model. A task group of team members and RCIA leaders should meet to discuss how the Church might best serve the RCIA process.
- preschool- communication about the Elizabeth Ministry for young mothers to all parishes
- K-6 – the present faith formation process will continue using the Faith First Legacy program at all parishes
- Middle school- continued MS programs at the parish level, with occasional cluster events
- High School – As recommended above, a HS YM coordinator should be involved with facilitating a HS YM group at each parish with collaborative and combined efforts where possible
- Family- sacramental preparation provides a great opportunity for family catechesis, this subcommittee also recommends a Marriage prep team of lay people for the cluster

Adult Ed – Faith formation is a lifelong journey. Each parish should continue to support this journey, efforts of each parish will continue with communication of adult Ed opportunities to all cluster parishes and the community at large. An adult Ed commission that meets infrequently to develop and encourage programs is recommended. Both large group offerings and small faith sharing groups are important.

10. What physical facilities currently exist in the cluster and how are they used? In your plan, which of these will remain a functional part of the cluster? What disposition would you suggest for those facilities that do not remain a functional part of the cluster? Please estimate necessary capital expenses for the next five years for all facilities that will remain in use.

This question will be answered by other subcommittees.

11. How will the cluster address the financial issues raised by the plan? Specifically, how will you pay for the staff, how will you provide for upkeep of the physical facilities? Will the financial assets of the current parishes be consolidated? If so, how?

This question will be answered by other subcommittees.