

St. Rose of Lima's Revised Roman Missal, Third Edition Implementation Action Plan

Vision Statement of St. Rose Revised Roman Missal Implementation Committee

As the committee responsible for overseeing the implementation of the Revised Roman Missal, Third Edition at St. Rose of Lima, we wish to advance the mission of our parish: "In Christ, we are bread for one another broken, we gather, nourished, we reach out." We seek to invite ourselves and others to reflect on and deepen our understanding of our common mission and our oneness in the body of Christ both as a parish and as a part of the universal Church, particularly through our experience of the Eucharist. In partnership with the pastor, clergy, staff, catechists, liturgical and music ministers, and all parishioners, we will journey with our community through these changes using prayer, catechesis, experiential learning opportunities, support, & guidance, building on St. Rose's diversity, purposefulness and commitment to active participation, particularly in the liturgy. We believe that this can be a positive learning experience that deepens our faith and unites us more closely together.

Criteria Guiding All Goals, Objectives and Activities:

- i. Furthers our parish mission statement: seeks to unify, connects us with the Eucharist, and helps us to reach out to others
- ii. Is Invitational and extends to all members of our diverse community
- iii. Helps us to deepen our understanding and our faith
- iv. Partners with others
- v. Builds on our Purposefulness and commitment to active participation
- vi. Is Positive

Action Plan by Objective

GOAL #1

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 A: To set a schedule for implementing the parish action plan			
Activities	Timeline	Resources Needed	Responsible Person/Team
Initial Draft of Timeline created	January 2011	"Parish Guide to Implementing the Roman Missal III Edition" (USCCB)	Kathryn Heetderks
Initial Meetings with Implementation Team to review and set timeline	February 2011	"Parish Guide to Implementing the Roman Missal III Edition" (USCCB)	Implementation Team, coordinated by Kathryn Heetderks
Submit Timeline for Feedback from Parish Staff and Pastoral Council	February 2011		Kathryn Heetderks
Revisions Made Based on Staff and Council Feedback	March 2011		Kathryn Heetderks
Final Revisions of Timeline	April 2011	"Parish Guide to Implementing the Roman Missal III Edition" (USCCB)	Implementation Team, coordinated by Kathryn Heetderks

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 B: To communicate with the parish about the parish's Action Plan and about the changes themselves			

Activities	Timeline	Resources Needed	Responsible Person/Team
Include information about changes in Adult Faith Formation E-mails	April 2011	Information about Changes	Kathryn Heetderks
Request space in Msgr. Paul's Cover Letter to Introduce Changes and Committees Action Plan	May 2011	Access to Cover Letter	Kathryn Heetderks
Bulletin Insert of Catholic Update	May 2011	1000 Copies of Catholic Update People to Stuff Bulletins	Implementation Team
Post Parish's Action Plan to Website	May 2011	Action Plan turned into PDF File	Kathryn Heetderks Mike Foran
Create Section of the Website with Resources for Revised Roman Missal Implementation	June 2011	List of Web Resources on RRM III	Kathryn Heetderks Mike Foran
Include Information about Revised Roman Missal Changes in Facebook Status Updates Twice a Month	Beginning June 2011	Facebook Access	Kathryn Heetderks
Include "Snippets" about Mass and the Changes in Bulletin	Beginning June 2011	List of Paragraph-Length Piece of Education	Kathryn Heetderks
Encourage Homilists to Begin Mentioning changes when appropriate	June 2011		Patti Sullins

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 C: To identify the roles and responsibilities of key leaders for the parish implementation			
Activities	Timeline	Resources Needed	Responsible Person/Team
Pastoral Staff and Liturgical Leaders are Encouraged to Attend Archdiocesan Training Sessions To Understand Their Roles	Ongoing	List of Training Sessions	Patti Sullins Msgr. Paul Dudziak Kathryn Heetderks
Action Plan is created that delineates persons responsible for each piece of plan	Finalized May 2011	"Parish Guide to Implementing the Roman Missal III Edition" (USCCB)	Implementation Team
Key Leaders are Personally Informed of Key Roles and Roles are Explained	June 2011	List of Key Roles and Explanation of Roles	Implementation Team
Action Plan is Posted to Website	May 2011	Access to Web	Kathryn Heetderks Mike Foran

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 D: To train the trainers (catechists, staff, liturgical coordinators) at the parish level through print, in-person, and online resources			
Activities	Timeline	Resources Needed	Responsible Person/Team
All "Trainers" are encouraged to attend Archdiocesan Training	Ongoing	List of Meeting Dates	Pastoral Staff
Liturgical, Parish and Catechetical Leaders Receive Educational Materials	Last Weekend of August 2011	500 Copies of "Understanding the Revised Mass Texts" (from LTP) with Errata Sheet	Kathryn Heetderks
Catechists Receive Training in Revised Roman Missal III (Includes Adult Catechists)	August 2011	Workshop with Paul Colloton	Cheryl Shalgian Pat Clancy Kathryn Heetderks Deacon Al (RCIA)
Adult Choir Retreat Includes Revised Roman Missal III Catechesis	October 2011	"Understanding the Revised Mass Texts" (from LTP)	Patti Sullins
Liturgical Ministers Retreat Focuses on Revised Roman Missal III Catechesis	November 2011	"Understanding the Revised Mass Texts" (from LTP)	Patti Sullins

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 E: To make print, audio, video and online resources available to leaders and parishioners			
Activities	Timeline	Resources Needed	Responsible Person/Team
Distribute Catholic Update "Changing How We Pray"	June 2011	1000 Copies of "Changing How We Pray"	Kathryn (Order) Implementation Team (Distribute)
Distribute Catholic Update "Embracing the New Translation" and Bulletin Inserts from USCCB (Nine)	Beginning September 11, 2011	1000 Photocopies of "Bulletin Inserts" from "Parish Guide to Implementing the Roman Missal"	Implementation Team
Encourage Individual Ministries to Include Preparation as a Part of their Meeting (i.e. Knights, O.W.L.S., etc.)	Personal Invitations, beginning July 2011		Kathryn Heetderks & Implementation Team
Offer Course in "A Biblical Walk Through The Mass" (Ascension Press)	August 2011 – November 2011	DVD Set Student Workbooks Leader Guide "A Biblical Walk"	Kathryn Heetderks & Adult Catechists (Beth Fisher)
Offer 8 Week Course on Sundays in "Understanding the Revised Mass Texts"	September – November 2011	Copies of Understanding the Revised Mass Texts and Teacher's Edition (LTP)	Kathryn Heetderks & Adult Catechists
Use Catholic Update Guide To Changes in the Mass DVD During Hospitality	Beginning September 2011	Catholic Update Guide to Changes in the Mass DVD	Kathryn Heetderks (Order) Hospitality DVD (Team)
Offer Resources to Small Faith Communities such as:	July 2011	List of Resources to Offer Small Faith Communities	Kathryn Heetderks

A Biblical Walk Through the Mass (Ascencion Press) and "The Novena for a Fuller Participation in the Sacrament of the Eucharist" (USCCB) & "Understanding The Revised Mass Texts" (LTP)			
Use Bulletin, E-mails and Facebook to Direct Parishioners to Online Resources	June 2011 to Advent	List of Online Resources	Kathryn Heetderks
Continue to Order OCP Missalettes	Ongoing	OCP Missalettes	Patti Sullins
Choose and Order Resources for Children	Summer 2011	25 packs of Our Sunday Visitor's "My Mass Book" (Grades 2 -5)	Cheryl Shalgian
Choose and Order Resources for Teens	Summer 2011	TBD	Pat Clancy
Choose and Order Resources for RCIA	Summer 2011	TBD	Deacon Al

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 F: To identify and develop camera-ready resources to promote general catechesis and liturgical formation on the changes in the Mass			
Activities	Timeline	Resources Needed	Responsible Person/Team
Continually look for resources made available by publishers	Ongoing	Catalogs	Patti Sullins Kathryn Heetderks Cheryl Shalgian Pat Clancy Deacon Al Implementation Team

Goal: To educate and train parish leaders to plan and implement a parish-wide program of liturgical formation and catechesis on the newly translated Mass			
Objective 1 G: To arrange for dynamic speaker or speakers on the topic to engage and encourage parish leaders and trainers			
Activities	Timeline	Resources Needed	Responsible Person/Team
Hold David Haas and Lori True Liturgy Workshop Touches on RRM III Implementation	April 2011	Workshop	Patti Sullins Jeannie Vanouver
Fr. Paul Colloton says all Masses on September 10 and 11 to introduce Mass changes	September 2011	Resources Required by Father Paul Colloton	Patti Sullins Paul Colloton
Fr. Paul Colloton speaks to all Pre-K to Grade 5 Religious Education Students	Fall 2011	Resources Required by Father Paul Colloton	Cheryl Shalgian
Teaching Mass Arranged for	Fall 2011	Presider/Location	Pat Clancy

Teens			

GOAL #2

Goal: To help the faithful participate more fully, actively and consciously in the Mass			
Objective 2A: To provide resources and tools to help the faithful practice the revised people's texts			
Activities	Timeline	Resources Needed	Responsible Person/Team
Include Pew Cards in each Pew	Advent 2011	3000 Copies of www.andwithyourspirit.com Pew Cards	Patti Sullins
Create New Worship Aid templates	Fall 2011	Revised Roman Missal II Text	Patti Sullins
Handouts to Use For Practice of Revised Texts Prior to Mass	Beginning October 2011	Revised Roman Missal II Text and Sung Mass Parts	Patti Sullins
Bulletin Insert with Texts of all Mass Changes for the People	September 10-11, 2011	Texts of all Mass Changes	Kathryn Heetderks
Prepare a special bulletin insert or handout about the changes to distribute at the Christmas Masses	December 2011		Implementation Team
Prepare ushers and ministers of hospitality to discuss the changes and help them to answer questions from people who may be new to the parish or returning to the faith	December 2011		Coordinator of Greeters Coordinator of Ushers Patti Sullins

Goal: To help the faithful participate more fully, actively and consciously in the Mass			
Objective 2B: Objective: To train liturgical ministers so that they can lead the Roman Missal texts well			
Activities	Timeline	Resources Needed	Responsible Person/Team
Pastor, Assistant Pastor and Deacons attend Archdiocesan Trainings on RRM III	Spring 2011	Dates of Trainings	Msgr. Paul Dudziak Fr. Jose Arriaga Deacon Al and Deacon John
Liturgical Ministers are encouraged to attend Archdiocesan Training Sessions	Ongoing	List of Training Sessions	Patti Sullins
Liturgical Ministers are included in e-mails containing RRM III catechesis	June 2011- November 2011	Catechetical E-mails	Kathryn Heetderks
Distribute new mass settings to musicians and choir leaders so they can begin to learn and practice new music	August/September 2011	Copies of New Mass Settings	Patti Sullins Jeannie Vanouver
Adult Choir Retreat Includes Revised Roman Missal III Catechesis	October 2011	"Understanding the Revised Mass Texts" (from LTP)	Patti Sullins
Liturgical Ministers Retreat	November 2011	"Understanding the Revised	Patti Sullins

Focuses on Revised Roman Missal III Catechesis		Mass Texts" (from LTP)	
Resources and Follow-up are Provided For Those who miss Retreat	November 2011	"Understanding the Revised Mass Texts" (from LTP)	Patti Sullins

Goal: To help the faithful participate more fully, actively and consciously in the Mass			
Objective 2C: To make connections, in preaching, between the newly translated texts and their scriptural roots as they appear naturally in the Lectionary cycle			
Activities	Timeline	Resources Needed	Responsible Person/Team
Encourage homilists to make connection, in preaching, between the newly translated texts and their scriptural roots as they appear naturally in the Lectionary cycle	Beginning September 2011	Copies of "Homily Helps: Key Reflection Points from Catechetical Sunday through Christmas 2011" (USCCB)	Patti Sullins

Goal: To help the faithful participate more fully, actively and consciously in the Mass			
Objective 2D: To plan opportunities for all parishioners to reflect on their roles as leaders of and participants in the Mass (e.g. as musicians, extraordinary ministers of Holy Communion, catechists, or parents.)			
Activities	Timeline	Resources Needed	Responsible Person/Team
Hold David Haas and Lori True Liturgy Workshop Touches on RRM III Implementation	April 2011	Workshop	Patti Sullins Jeannie Vanouver
Fr. Paul Colloton says all Masses on September 10 and 11 to introduce Mass changes	September 2011	Find Out What Resources are Required by Father Paul Colloton	Patti Sullins
Fr. Paul Colloton speaks to all Pre-K to Grade 5 Religious Education Students	Fall 2011	Find Out What Resources are Required by Father Paul Colloton	Cheryl Shalgian
Liturgical Ministers Retreat Focuses on Revised Roman Missal III Catechesis	November 2011	"Understanding the Revised Mass Texts" (from LTP)	Patti Sullins
Teaching Mass Arranged for Teens and their Parents	Fall 2011	Presider/Location	Pat Clancy
Offer Course in "A Biblical Walk Through The Mass" (Ascencion Press)	August 2011 – November 2011	DVD Set Student Workbooks Leader Guide "A Biblical Walk"	Kathryn Heetderks & Adult Catechists & Team
Offer 8 Week Course on Sundays in "Understanding the Revised Mass Texts"	September – November 2011	Copies of Understanding the Revised Mass Texts and Teacher's Edition (LTP)	Kathryn Heetderks & Adult Catechists & Team
Use Catholic Update Guide To Changes in the Mass DVD During Hospitality	Beginning September 2011	Catholic Update Guide to Changes in the Mass DVD	Kathryn Heetderks (Order) Hospitality DVD (Team)
Offer Resources to Small	July 2011	List of Resources to Offer	Kathryn Heetderks

Faith Communities such as: A Biblical Walk Through the Mass (Ascencion Press) and "The Novena for a Fuller Participation in the Sacrament of the Eucharist" (USCCB) & "Understanding The Revised Mass Texts" (LTP)		Small Faith Communities	
Use Bulletin, E-mails and Facebook to Direct Parishioners to Online Resources	June 2011 to Advent	List of Online Resources	Kathryn Heetderks

Goal: To help the faithful participate more fully, actively and consciously in the Mass			
Objective 2E: To encourage parish leaders (e.g. paid and volunteer catechists, youth ministers, and committee members) to plan and participate in sessions or experiences that focus on the Mass and their participation in it.			
Activities	Timeline	Resources Needed	Responsible Person/Team
Advertise all opportunities through Word of Mouth, Bulletin, Posters, E-mails, and Facebook	Beginning July 2011	Listing of all opportunities for Catechesis	Kathryn Heetderks & Team
Some members attend NPM Conference	July 2011	Conference	Patti Sullins Jeannie Vanouver Remi Bauer Bob Brady Catherine Benskin

**St. Rose Implementation Plan for Introduction of Revised Roman Missal, Third Edition
(See Goals Chart for Complete Listing of Activities to Be Completed)**

October 2010

- Background materials and proposed plan are provided to Pastoral Staff

November 2010

- Director of Adult Faith Formation and Director of Liturgy and Music present proposed implementation plan to staff for review and critique

December 2010

- Implementation Plan discussed at Staff Meeting
- Necessary changes are made to Implementation Plans
- Fr. Paul Colloton is lined up to help catechize our Assemblies during all English Masses on the weekend of September 10-11, 2011.

January 2011

- Search for members of Implementation Work Group
- Catechesis provided to Adult Faith Formation team on changes

February 2011- April 2011

- Copies of Catholic Update, "Changing How We Pray" Distributed to Staff, Pastoral Council and Key Liturgical Leaders
- Composition of Implementation Work Group is finalized (should include representative from Children's Liturgy of the Word), meeting dates chosen
- Implementation Work Group Begins to Meet and Group Identifies specific tasks and responsibilities
- Hold David Haas and Lori True Liturgy Workshop Touches on RRM III Implementation

May 2011

- Begin including bulletin announcements to alert parishioners to the road map --- what is coming and when, including adult faith formation, catechetical programs and new music
- Copies of Catholic Update, "Changing How We Pray" Distributed in Bulletin
- Prepare and deliver homilies on liturgical life and prayer

Summer 2011

- Identify, purchase, and gather resources such as first-use service music, catechetical lessons and worship aids: including resources for catechists, children and teens.
- Distribute resources to appropriate work groups, including music ministry so ministers can begin practicing new music
- Some liturgical leaders attend NPM Conference
- Fall Opportunities or Catechesis are designed and advertised
- Bulletins and Facebook include brief catechetical pieces on upcoming changes
- Small Faith Communities are provided with a list of opportunities available for group study
- Ministries are contacted and encouraged to include catechesis as a part of their fall programming

August 2011

- Resource materials are introduced to musicians, catechists, teachers and lectors
Liturgical Training Publications "Understanding the Revised Mass Texts"

September 2011 – November 2011

- "A Biblical Walk Through the Mass" 5 Part Series is held in September and October
- 8 Part series Held on Revised Roman Missal on Sunday Mornings
- Paul Colloton catechizes our Assemblies during all English Masses on the weekend of September 10-11, 2011.
- Paul Colloton speaks to Pre-K to 5 Religious Education and Parents
- DVD Series is available during hospitality
- Music Ministry: Practice New Music
- Hold catechetical sessions for children, youth and adults
- Prepare and deliver homilies on scriptural and patristic elements of the revised translation
- Begin practicing new service music

October 2011

- Music Ministers work with Religious Education Classes to Introduce Students to new music
- Begin to Review Revised People's Text Before Mass
- Any catechesis during Mass should be done in a way that does not extend Mass time.

November 2011

- Prepare and Deliver Homilies on Revised text for People's and Priest's Parts
- Weekday Evening Teaching Mass held as conclusion to "A Biblical Walk Through the Mass"
- Reinforce the value of the Mass through homilies, catechesis, and other parish ministries
- Introduce Revised Roman Missal, Third Edition on first Sunday of Advent.

December 2011

- Prepare a special bulletin insert or handout about the changes to distribute at the Christmas Masses
- Prepare ushers and ministers of hospitality to discuss the changes and help them to answer questions from people who may be new to the parish or returning to the faith

RESOURCES

USCCB's Website on Roman Missal, Third Edition: <http://www.usccb.org/romanmissal/>

Catholic Update's "Preparing for the Changes in the Sacred Liturgy": www.americancatholic.org

Understanding the Revised Mass Texts: www.ltp.com

Mass Prayers and Responses (Laminated Sheet): www.osv.com (ID#1108)

Catholic Parent Know How: About the Revised Roman Missal: www.osv.com (ID1158&1160)

A Biblical Walk Through the Mass: www.guidetothemass.com

Loyola Press: Free Webinar on Wednesday, February 9th at 8:00 pm (EST).

RESOURCES IN USCCB's "Parish Guide to Implementing the Roman Missal":

- Homily Helps from September 2011 to Christmas 2011
- Novena for a Fuller Participation in the Sacrament of the Eucharist
- Bulletin Inserts: Parts of the Mass, Guide to Unfamiliar Words in the Mass, Questions about the New Missal, Liturgical Participation, Praying with Body, Mind and Voice, Reclaiming the Lord's Day, Liturgy and Life, Questions on Dealing with Change in the Liturgy, Scripture and Liturgy