



A Guide to Returning to Parish Operations and Ministry

| version 1 - May 14, 2020 |

EVENT OR INITIATIVE	PHASE ONE - fewer than 10 people	PHASE TWO - fewer than 50 people	PHASE THREE - No Restrictions
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PARISH & SCHOOL OPERATIONS

PRAYER & SACRAMENTS			
Sunday Mass	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives. The wearing of Facemasks is strongly recommended.	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	No attendance restrictions.
Dispensation from Sunday Mass obligation	Yes, through July 5, 2020.	A determination will be made when entering Phase 2.	No
Daily Mass	No	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	No attendance restrictions.
First Communion Celebrations	Not to be considered until after June 15, 2020, and then, only in context of Sunday Mass, with attendance limited to 25 percent of capacity, following the Archbishop’s Mass Directives.	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	Yes

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Confirmation Celebrations	No	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	Yes
Weddings	Yes, less than 10 in attendance.	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	Yes
Reconciliation	Yes, with social distancing and privacy protocols. No confessional use.	Yes, with social distancing and privacy protocols. No confessional use.	Yes
Baptisms	Yes, less than 10 in attendance.	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	Yes
Anointing of the Sick Services	No. Viaticum only, limited to those actively dying.	No public celebration of the Sacrament of the Sick. Yes, for individual requests for anointing, following State guidelines an taking extra hygiene and cleaning precautions.	Yes, taking extra hygiene and cleaning precautions.
Visiting/Taking Communion to Homebound Parishioners	No, except Viaticum for those who are actively dying.	Yes, limited number of parish-trained clergy and lay ministers only, taking extra hygiene and cleaning precautions.	Yes, taking extra hygiene precautions.
Visiting Parishioners/Taking Communion into Hospitals/Nursing Homes	No, except Viaticum for those who are actively dying, and only by clergy who have been trained for this ministry.	Yes, following Hospital/Nursing Home Guidelines	Yes, following Hospital/Nursing Home Guidelines
Processions	Yes, only priest/deacon-led with social distancing. No crowd-gathering or other participants.	Yes, less than 50 in attendance. Only priest/deacon-led with social distancing.	Yes

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RCIA	No	Yes, there will be one date for all candidates throughout the archdiocese on a date TBD by the Archbishop.	When we get to Phase 3, the celebration returns to its normal time/place, at the Easter Vigil
Funerals	Yes, less than 10 in attendance.	Yes, with attendance limited to 25 percent of occupancy, following Archbishop’s Mass Directives.	Yes
Funeral Wakes	No	Yes, with social distancing protocols.	Yes
Adult Confirmation	No	Yes, with delegation from the Archbishop and within regular Sunday Mass.	When we get to Phase 3, the celebration returns to its normal time/place, at the Cathedral on Pentecost Sunday.
Eucharistic Adoration	Yes, 10 or less, following social distancing and cleaning protocols.	Yes, 50 or less, following social distancing and cleaning protocols.	Yes
Rosary or other Communal Prayer	No	Yes, 50 or less, following social distancing and cleaning protocols.	Yes
Children’s Liturgy of the Word	No	No	Yes
Distribution of Holy Water	No	No	Yes
Funeral luncheons/receptions or wedding rehearsal receptions, etc.	No	No	Yes
Distribution of paper bulletins	No, electronic only.	Yes, upon exit only. Distributed by ushers wearing masks and gloves while keeping as much social distance as possible.	Yes
Parish offices open to the public	No. Limited staff, less than 10 people in office, with social distancing protocols.	Yes, with social distancing protocols.	No restrictions.

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Parish staffs returning to normal operations		Limited staff, less than 10 people in office, with social distancing protocols.	Yes, with social distancing protocols.	No restrictions.
Pastoral Council and parish and school committees		Yes, via Zoom or similar.	Yes, with social distancing protocols.	No restrictions.
Use of parish and school buildings for parish/school activities		No	Yes, with social distancing protocols.	No restrictions.
Use of parish and school buildings for outside groups		No	No	Yes
Love One Another Capital Campaign		Campaign suspended.	Resume pilot wave, if ready.	Begin second pilot wave, if ready.
PARISH AND SCHOOL EVENTS				
K-12 School		Follow DHS/DPI Directives	Follow DHS/DPI Directives	Follow DHS/DPI Directives
In-Person Graduations		No	Not to be considered until July 1, if DHS / DPI Directives permit	Yes
Virtual Graduations		Yes	Yes	Yes
Virtual Summer School		Yes	Yes	Yes
Athletics	Elementary (K-8) School	No	No	Yes, with sport-specific precautions in place
	High School	No	Yes, in alignment with WIAA Guidelines	Yes, in alignment with WIAA Guidelines
Before/After School Care		Follow DHS/DPI Directives for Schools	Follow DHS/DPI Directives for Schools	Follow DHS/DPI Directives for Schools
Day Care Programs Independent from School Operations		Yes, pursuant to the Governor's Emergency Orders, #6 and #28.	Yes, consult with Catholic Mutual	Yes, consult with Catholic Mutual

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Baccalaureate Masses	Not to be considered until after June 15, 2020, and then, only in context of Sunday Mass, with attendance limited to 25 percent of capacity, following the Archbishop’s Mass Directives.	Not to be considered until after June 15, 2020, and then, only in context of Sunday Mass, with attendance limited to 25 percent of capacity, following the Archbishop’s Mass Directives.	Yes
Summer School and Summer Camps	No	No	Yes
Catholic Schools Soles Walk	No, virtual walk in 2020. Details coming.	No, virtual walk in 2020. Details coming.	No, virtual walk in 2020. Details coming.
FORMATION			
First Communion Preparation	Yes, at home prep may take place.	Yes, at home prep and small groups may take place with less than 50. Social distancing by household.	Yes, First Communicant and Parent Gathering for prayer, formation and rehearsal.
Online First Communion Instructions and Video	Yes, instructions available online: First Communion Instructions	Yes, instructions available online: First Communion Instructions	Yes, instructions available online: First Communion Instructions
Archdiocesan Marriage Preparation Conference	Yes, instructions available online: MarriagePreparation	Yes, instructions available online: MarriagePreparation	Yes, completed via in-person conferences and follow-up videos: MarriagePreparation
Summer Vacation Bible School (VBS) or Catholic Kid Camps	No	No	Yes, with consideration of alternative options.
Religious Education (child and youth, K-5), 2020-2021, Beginning in Fall	No in-person classes. Yes, creating online and take-home components of curriculum. Yes, offering registration and planning.	Yes, with social distancing and less than 50 in attendance. Small groups encouraged. For family program, social distancing by household. At-home and online formation are options.	Yes, but may still want to supplement with online and take-home components.

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RCIA/Adult Confirmation Process	Yes, begin new groups online/virtually.	Yes, online/virtually or in person, with less than 50 people, with social distancing and cleaning protocols.	Yes
Catechetical Resources During the Pandemic	Yes, available online: Catechetical Resources	Yes, available online: Catechetical Resources	Yes, available online: Catechetical Resources
Archdiocesan Catechetical Conference (scheduled for August 28-29)	No Conference August 28-29. Yes, creating online gatherings.	No, Conference August 28-29. Yes, creating online gatherings.	Yes
Middle/High School Religious Education & Youth Ministry: Sessions at Parish	No in-person meetings. Encouragement to meet online with leaders (teen & adult) for deeper formation. <i>Be ready to offer alternatives & support for families who wish to form their teens at home.</i>	Yes, with social distancing protocols and <50 people in attendance. Small groups are particularly encouraged. <i>Be ready to offer alternatives & support for families who wish to form their teens at home.</i>	Yes <i>Be ready to offer alternatives & support for families who wish to form their teens at home.</i>
Youth Ministry: Same day retreats, outings, gatherings, etc.	No	Yes, if all participants are local and less than 50 people in attendance, with social distancing protocols.	Yes
Youth Ministry: Overnight Youth Retreats, Conferences, Mission Trips	No	No	Yes
Youth Ministry: CYM Athletics	No	No	Yes, with caution
Youth Ministry & Confirmation Resources	https://www.archmil.org/YouthEv/virtual	https://www.archmil.org/YouthEv/virtual	https://www.archmil.org/YouthEv/virtual

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FORMATION AND EVANGELIZATION IN-PERSON EVENTS			
Young Adult Leaders’ Summits	No in-person. Yes, through virtual: http://www.brewcitycatholic.com	Yes, with limited invitation: http://www.brewcitycatholic.com	Yes, with information at: http://www.brewcitycatholic.com
Missionary Discipleship Institute: Called & Gifted Workshop	No	No	Yes, please contact Margaret Rhody to schedule at your parish at rhodym@archmil.org .
Small Group Leaders’ Training Workshops	No in-person. Yes, Virtual training. Margaret Rhody at rhodym@archmil.org	Yes, with limited invitation to host parish. Contact Margaret Rhody to schedule at rhodym@archmil.org	Yes, please contact Margaret Rhody to schedule at your parish at rhodym@archmil.org .
EVANGELIZATION			
Courageous Communion – Resources on Daily Living for Quarantined Catholics	Yes, will be available online: Courageous Communion	Yes, will be available online: Courageous Communion	Yes, will be available online: Courageous Communion
Daily Reflection Videos by our Bishops	Yes, will be available online: Daily Reflection	Yes, will be available online: Daily Reflection	Yes, will be available online: Daily Reflection
Pastoral Care Guide for Parishes: Caring for parishioners during this transition time.	Yes, will be available in English and Spanish. Contact Susan McNeil at mcneils@archmil.org .	Yes, will be available in English and Spanish. Contact Susan McNeil at mcneils@archmil.org	Yes, will be available in English and Spanish. Contact Susan McNeil at mcneils@archmil.org .
Synod Anniversary Event – December 5, 2020	No in-person. Yes, will be live streamed.	Yes, via limited invitation to Pastoral Center and live streamed.	Yes, will be held at Pastoral and live streamed.
Virtue Groups for Moms	Yes, will be available online: Virtue Groups	Yes, will be available online: Virtue Groups	Yes, will be available online: Virtue Groups

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ACTIVITIES			
Parish Festivals	No, can tentatively plan for festival, but do not sign any contracts.	No, can tentatively plan for festival, but do not sign any contracts.	Yes, but need to take extra cleaning precautions and abide by any state restrictions for large gatherings.
Parish Social Gatherings, such as Fun Runs/Walks, picnics, Coffee and Donut Sundays, etc.	No	No, can tentatively plan, but do not sign any contracts.	Yes, but need to take extra cleaning precautions and abide by any state restrictions for large gatherings.
Parish and School Fundraisers, including Fish Frys, Bake Sales, Rummage Sales, etc.	No	No, can tentatively plan, but do not sign any contracts.	Yes, but need to take extra cleaning precautions and abide by any state restrictions for large gatherings.
Parish Support Groups, AA meetings, etc.	Yes, 10 or less, with social distancing and cleaning protocols.	Yes, 50 or less, with social distancing and cleaning protocols	Yes
Parish Sports, Adult Athletic Programs, Open Gyms, T-ball, etc.	No	No	Yes
Meal Programs, Food Pantries and other social outreach	Yes, following State guidelines and taking extra hygiene and cleaning precautions, with social distancing protocols.	Yes, following state guidelines and taking extra hygiene and cleaning precautions, with social distancing protocols.	Yes
RETURNING TO PARISH AND SCHOOL OFFICES			
Returning to the offices	Employees whose work cannot be done full-time from home. For flexibility, talk with supervisor.	Flexible work hours.	Normal office operations.
Wash hands often	Yes	Yes	Yes
Cover coughs	Yes	Yes	Yes

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Cleaning objects and surfaces	Yes	Yes	Yes
Physical distancing to six feet when possible	Yes	Yes	Yes
Wearing facemasks	Strongly recommended in public hallways and public areas of the offices.	Recommended in hallways and public areas.	Optional
Meetings in Office	No more than two, with social-distancing protocols.	No more than five, social-distancing protocols.	Yes
Meetings of less than 10	Via Zoom.	Via Zoom or in-person, with social distancing protocols.	Meeting Rooms
Meetings of 10 or more	Via Zoom.	Via Zoom or in-person, with social distancing protocols.	Yes
Lunch	At desk.	Social distancing protocols enforced in lunch room.	Yes
Food for sharing	No, with no shared coffee service.	No, with no shared coffee service.	Yes
Visitors to the Parish and School Offices	No	Yes, with social distancing protocols.	Yes