

## **Parish Plan for Reopening the St Francis Xavier Parish Church Building**

Cardinal Cupich has shared a multi-phased plan for reopening church buildings.

- **Phase 1:** parishes reopen for Baptism, Reconciliation, Weddings and Funerals with a limit of 10 attendees.
- **Phase 1A:** parishes reopen for private prayer and adoration (limit of 10 attendees).
- **Phase 2:** parishes reopen for weekday and weekend Masses for larger groups depending on guidelines from the state and capacity of the church building.

### **Reopening Plan for St. Francis Xavier Parish**

Each parish must establish its own reopening plan following the guidelines of the Archdiocese. First and foremost, our efforts will *prioritize the safety and wellbeing of all* while maintaining respect and reverence for the sacraments and liturgical norms.

We have assembled a Reopening Leadership Team to direct our efforts. The Team has participated in the required Archdiocesan training to ensure that our plan conforms to Archdiocesan guidelines, developed in collaboration with civil and healthcare authorities.

**Co-Captains:** Allen Sterwalt and Frank Roccasalva

**Compliance Manager:** Jennifer Zeisloft

**Cleaning Captain:** Ed Crofton

**Greeting Co-Captains:** Elizabeth Cooley and Katie Kanzer

**Set-up Co-Captains:** Steve Eaton and Mike Hattie

### **Volunteers Needed**

**We seek volunteers** who are younger than 65, healthy, and have no underlying health conditions (diabetes, lung disease, undergoing cancer treatment, etc.). This is an opportunity for and appeal to our younger generations to play a critical role in our ability to move forward in the phases of reopening our church building for worship. If you qualify, please consider assisting as a member of one of three teams:

- **Set-up.** Ensures that all required supplies for each sacramental celebration/gathering are ready for use; that all entrances and exits are clearly marked, and doors are propped open; opens windows for ventilation; etc.
- **Greeting.** In addition to welcoming people at the doors, the Greeting Team manages the flow of people as they enter and leave the building; ensures attendees use hand sanitizer upon entering and are wearing a mask; and directs people to appropriate seating/waiting areas.
- **Cleaning.** Our parish Facilities Team will handle the ongoing major cleaning and sanitizing of the church. The Cleaning volunteers will maintain and clean trafficked areas of the church before and after specific celebrations. They will ensure that we maintain adequate supplies of masks and gloves and approved cleaning/disinfecting supplies.

The Reopening Leadership Team will provide training for all volunteers. Please send an email to [wtkachuk@sfxlg.org](mailto:wtkachuk@sfxlg.org) or call 708-352-0168 during office hours if you are willing and able to volunteer. ***The need for eligible volunteers is critical.***

### **Our Tentative Reopening Timeline**

We must complete an Archdiocesan certification process before we can reopen. The parish Leadership Team is moving at a pace that we deem appropriate; we will open our

church building only when we feel confident that we have sufficient volunteers in place. Pending Archdiocesan certification, this is our tentative reopening timeline.

**Saturday, May 30.** We hope to begin to offer private **Reconciliation** on Saturday mornings, 9-10 AM, in the lower vestibule of Unity Hall (accessed from the parking lot). **We will confirm this date once we have been certified** (via the parish website, email, Facebook, and Instagram).

**Saturday, June 6.** We will begin to offer private **Baptisms** (maximum of 10 people in attendance) for families that had scheduled baptisms in March, April, May. The parish office will begin calling families to schedule these baptisms *once we have been certified*.

**Saturday, June 6.** We will be able to celebrate the Sacrament of **Marriage** (maximum of 10 people in attendance). The parish has no scheduled weddings until July.

**Monday, June 8.** We will begin to offer private Funeral Masses (maximum of 10 people in attendance). Families who prefer to wait until it is possible to celebrate with a larger group of people can still request a prayer service at the Funeral Home and/or cemetery.

**Middle of June.** We plan to have established hours and procedures for private prayer in the church building. This requires separate certification from the Archdiocese (Phase 1A) with guidelines that require a volunteer greeter to be present and limit the number of people in church at any one time to a maximum of 10.

**Please note.** At this point, *the Archdiocese has not finalized a plan to reopen churches for Sunday or weekday Masses (Phase 2)*. In addition, parish offices will remain closed, and parish employees will continue to work from home. We appreciate your patience as we move toward reopening.

If you have any questions, please call the parish office 708-352-0168 (Mondays-Fridays, 9-Noon) or send an email to [wtkachuk@sfxlg.org](mailto:wtkachuk@sfxlg.org).