



Sacred Heart Church Parish Pastoral Council

Parish Pastoral Council Charter

In accord with canon 536 of the Code of Canon Law, and as directed by the Bishop of San Diego, the parish of Sacred Heart Church of Ocean Beach, in the city of San Diego, hereby establishes this charter for its Parish Pastoral Council:

Article I - Purpose

The purpose of the Parish Pastoral Council is to assist the pastor or parish administrator in the administration of all the pastoral aspects of parish life.

Article II - Authority and Areas of Concern

The Parish Pastoral Council is consultative. Its areas of concern include include:

1. Education - Evangelization and Catechesis
2. Liturgy and Spirituality
3. Social and Pastoral Outreach
4. Youth and Young Adults
5. Marriage and Family Life
6. Vocations and Missionary Causes
7. Faith and Culture
8. Ecumenical and Inter-religious Cooperation
9. Stewardship of Time and Talent
10. Parish Activities and Events
11. Sacred Heart Academy Preschool

Article III - Responsibilities

Responsibilities of the Parish Pastoral Council include:

1. Collaborating with the pastor or parish administrator in promoting the spiritual and pastoral life of the parish;
2. Providing vision and direction for pastoral activity by prayerfully reflecting with the pastor or parish administrator upon the teachings of the Gospel and the Church;
3. Reviewing for implementation the pastoral policies of the diocese;
4. Establishing pastoral priorities with goals, objectives and strategies;
5. Engaging parishioners in the life and mission of the parish, with emphasis on small ecclesial communities.

Article IV - Membership and Officers

Members of the Parish Pastoral Council are to be parishioners and staff persons with concern for the different dimensions of parish pastoral activity and reflecting the various elements of the parish population (such as age, gender, and cultural and economic background).

Membership on the council includes the pastor or parish administrator and no less than six (6), nor more than twenty (20) others. The pastor or parish administrator is, ex-officio, the president of the council. Other officers - chairperson, vice-chairperson and secretary - shall be selected annually by the council.

At the discretion of the pastor or parish administrator, the council may include (1) ex-officio members, such as staff persons, the chairperson of the Finance Council, chairpersons of parish commissions or the heads of parish organizations; (2) appointed members to represent certain ministries, areas, groups or interests, or the parish at large; and (3) elected members, only if the candidates are known by their constituency and a fair process of election is possible.

Based on circumstances, the council will strive to have the term of office be no more than five (5), nor less than two (2) years and no member should serve more than two successive terms. Initially, the terms shall be staggered to insure continuity.

Article V - Committees

The Parish Pastoral Council may establish committees, either standing or ad hoc, to assist in carrying out its responsibilities.

Article VI - Voting

When voting is necessary for the pastor or parish administrator to get a sense of the council, council members enjoy a consultative vote.

Article VII - Meetings

The Parish Pastoral Council shall have regular monthly meetings. The presence of the pastor or parish administrator and a majority of the members constitute a quorum.

The agenda and any study material should be communicated to the members five (5) to seven (7) days prior to the regular meeting.

Article VIII - Charter Review and Change

Once this charter has been approved, it is to be reviewed annually or with a change in pastor or parish administrator. Amendments or deletions may be made only by a two-thirds vote of the members of the council and final approval of the pastor or parish administrator.

“A parish built on love.”

Signed: Rev. Thomas B. Kelly
Pastor or Parish Administrator

Date: 10-15-18

Approved 10-16-07
Revised 09-08-18