

Pastoral Council Meeting Minutes

Thursday, June 7, 2018 @ 8:00 p.m.

Downstairs Conference Room

Attendance:

- a. **Present:** Gayle Hotchkiss, Rachel Braun, John Breiten, Deb Burns, Sandy Blevins
- b. **Guests:** Randy Gracyalny, Adam Gracyalny, Trevor Seivert, Rob Olsen, Laura Warzecha
- c. **Absent:** Charity Mulenga (excused), Amy Jacobson (excused), Tim Kriegler (excused), Rachel Shepherd (excused), Deb McCann (excused)

Opening Prayer

Reflection led by Fr. Mike on Sunday's Gospel (A House Divided)

Approval of Agenda

Approve: Gayle/ Second: Deb

Approval of Minutes

Approve: Gayle/ Second: Sandy

Maintenance to Mission - Discussion

25 min

- There will be a three-day parish mission in late October or early November. A presenter will be invited to lead us in reflection on what being driven by mission looks and feels like. This is in the planning stages.

Commission Reports

All

30 min

As necessary - Please forward any minutes to the council whenever possible and report only items which require the council's input or action.

Liturgy Commission

Choir has wrapped up for the summer

July 4th Mass will be at St. Thomas at 8:00am

Week of 9th -13th Randy will be attending the National Pastoral Musicians Conference

Pastoral Care Commission

- o Fr. Mike, Laura and pastoral ministers continue making visits to parishioners in hospitals and homes
- o Laura recently visited Janesville nursing homes in which parishioners are residing

- o Fr. Mike and Laura will continue additional visits throughout the summer
 - o Azura services have been moved from the 1st to the 2nd Tuesday
 - o The Women's Cluster will go to see "Elf" in November (\$80 for tickets)
 - o The Greeting Card Ministry is underway – two volunteers are sending cards to 20 facility-bound parishioners; they have also begun to prepare cards for homebound parishioners
 - o Transportation has been requested to bring parishioners to the Mass of the Anointing
 - o A stipend has been approved for an assistant to provide about 20 hours a month for 10 months a year to assist Laura with pastoral care.
- **Education Commission** (didn't meet as a commission but these reports were given by staff at Pastoral Council)

Faith Formation/Adult Ed

- The Men's Study Group continues on Mondays and has been well-attended and received
- Bible study will continue through June

Faith Formation/children & youth ministry

- VBS will be next week – 54 children are signed up and 12 middle school (and older) helpers have volunteered
- Beginning in September, baptisms will be performed the first weekend of the month (as a general rule); they will continue to be celebrated before, during and after Mass; and this will also be coordinated with Araceli
- Mary Kate Van Wagner has been hired as a youth minister; she comes from her current job at Camp Gray and will begin Aug. 1st
- Love Begins Here Program for High school students will be June 18-22/OLA has students attending
- Love Begins Here Program for Middle School will be July 1-4, and OLA has students attending
- There is a middle school event planned for this coming Saturday at OLA
- Deb McCann's term on the Education Commission will soon end and the commission is discussing a few other members to invite to start in August. Thanks Deb for your dedication to education.

School

1. Staffing Positions:

- I have currently hired a new music teacher and secretary for the 2018-19 school year.
- Mrs. Jackie Doyle will teach music M-T-W. Mrs. Doyle has over 30 years of Music Catholic Education. She is coming from the Rockford Diocese where she taught at St. Bernadette's 3 days a week and also at St. Peter's in S. Beloit for one day a week. It was basically a perfect fit. Two of my former colleagues contacted me (all on their own) to tell me that Mrs. Doyle does an excellent job. Mrs. Doyle will still work at St. Peter's in S. Beloit on Thursday's.

- Mrs. Jacki McClellan will be our new school secretary. Mrs. McClellan also comes from the Rockford area where she has worked at a public school in Rockford for over 20 years. Mrs. McClellan lives in Beloit and wanted to be closer to home and her community.
- SCRIP: Mrs. Kelly Sage has agreed to be the SCRIP Coordinator for next year. Kelly is taking over it from Mrs. Jo Christofferson. Jo's son Adam graduated from OLA this year and we thank her for all of her efforts in this important program. Mrs. Sage has been one of the SCRIP workers for the past several years and should be a nice transition for the SCRIP Program.
- Remaining Open Positions:
 - Middle School / 8th grade/ Math & Science
 - Afternoon Extended Care Worker
 - If anyone knows of someone interested, please let them know we are currently looking.

2. Summer Hours & Summer Cleaning

- Beginning next week (June 11 to Aug. 6) we will be on our Summer Hours.
 - Summer hours are Tuesday's and Thursday's from 8am-Noon.
- There are going to be two times during the summer that the school is shut down for cleaning.
- June 25-27 we are steam cleaning all of the carpets in the gathering space, school office, classrooms, library, Kindergarten hallway, etc.
 - All of the classroom items have been taken out of their rooms and put in the hallway to prepare for the steam cleaning.
- Once carpets are cleaned, all the items will be put back in the classrooms, and we will strip/wax the floors. Specific date unknown, but most likely mid-July.
- Aug. 15-17, the gym will be resurfaced. We resurface the gym every other year, and this is our year to resurface it.

3. Summer Plans

- Over the summer, I will be working on staffing, boosting enrollment, looking at our Curriculum Mapping (make sure student's don't have gaps from grade to grade, and updating our security plan.

4. School Security & Building-and-Grounds

- Along with the cleaning going on around the school, we will have several major projects going on around the campus.
 - Child Care new roof and patching the gym roof from leaking.
 - Painting the Child Care facia
 - Resurface the parking lot blacktop
 - Installing additional security (key fobs, panic buttons, alarm system, security software, door/window security film, etc.
- As of today (June 7, 2018), I have finalized and submitted the 2018 School Safety Initiative Grant. For those that may not know, a month or so ago, Gov. Walker signed a \$100 million grant for all schools to improve their campus security through a Dept. of Justice grant. OLA's a grant request was \$74,000.

5. Athletics:

- This past week. Dr. Sage went to Ft. Atkinson to discuss allowing two new schools to our Athletics' league. Watertown Catholic and St. John the Baptist in Jefferson reached out to our Athletic League because theirs was falling apart. The tentative plan is to include these two schools into our league because of the desire to play more games rather than the same small number of teams. The issue for OLA is the distance between these two schools from OLA (and vice versa). Dr. Sage and I are requesting that OLA-Watertown-Jefferson games be held on weekends and NOT school nights due to the distances and need for students to do homework and receive a proper night's sleep. Watertown and Jefferson were invited to the Fall AD's meeting and more discussion will be coming.

6. Thank You: Rob Hendrickson

- Rob Hendrickson is finishing his term as an Education Commission member and I cannot thank him enough for his support, hard work and dedication. Rob has been a great addition to Education Commission and he will be missed. Thank you Rob for everything you've done!
- -As a result of Rob leaving, we will be searching for new EC members and I will inform everyone over the summer when we get a new member.
- School Enrollment Registration is officially at 110.
- Budget is set for 116 children

Child Care

- Field Trips scheduled the week of June 18th and 25th
 - Pulled two preschool aged children off the waitlist it is their intent to register at OLA School
 - One teacher leaving the center to take a job with health insurance
 - One teacher doing a full-time internship
 - Hiring two new assistants to fill the gaps in schedule due to those schedule changes
 - Enrollment strong
 - Meeting with Trevor to discuss options for afterschool care arrangements between school and child care
 - Continuing to work on Marketing of School and Child Care
- **Parish Life & Stewardship Commissions (Joint)**
 - o Updated welcome packets will be finalized in the fall after staffing changes have taken effect
 - o Sept. 29-30 is OLA Parish Festival
 - o Watch for raffle ticket sales beginning in late July
 - o Commission is also planning for a friendly fellowship event around the Packers vs. Bears game; food and fellowship will be offered on the Festival weekend
 - o There will be a Book Swap the weekend of July 21-22
 - **Social Justice Commission**

The Social Justice Commission will take the summer recess to plan and brainstorm for the coming year
 - **Finance Commission**
 - o Brian Theiss from Edward Jones is reviewing OLA funds and benchmarks and the commission is planning the distribution of funds over the next year; the commission approved funding for security systems and the capital budget for the upcoming year; some projects are already underway/beginning

- o It was found that the EJ Investment Policy is free of conflict and no recommendations for changes are forthcoming
- o Commission members are continuing with long-term strategic planning for capital items that need to be completed and how to fund them; discussion continues regarding the possibility of a future campaign to pay for capital updates
- o Commission received an update on security installation from Trevor
- o Commission reviewed tuition assistance ~\$15,500 has been allocated for this year; an additional 4,500 has been approved for requests for financial assistance that will come in the fall
- o Information was provided to Pastoral Council regarding Offertory giving patterns; this will be further explored and broken down by age group in the future

New Business

The following Pastoral Council members are finishing their terms on the council: Sandy, Deb M. and Rachel

Three new council members will need to be put forward by the end of June

Please forward names of parishioners to nominate for Pastoral Council to John B.

On-Going Business

John 5 min.

Good of the Parish

All 5 min.

Passerby's/Travelers have remarked on the welcoming nature of the parish

Approval and gratitude has been expressed towards Fr. Mike for his manner and teachings

Appreciation was shared for ongoing education from the pulpit regarding genuflection

Closing Prayer

5 min.

Led by Fr. Mike

Next Meeting: August 2, 2018 at 8:00