

Our Lady of Victory Pastoral Council

Meeting Minutes  
May 27, 2025

1. Jenny opened the meeting at 7:00 with a prayer. Roll call was taken. Those in attendance are noted below.

Status	Name	Ministry/Committee Assignment
X	Fr. Patrick Hilgendorf	Pastor
X	Fr. Mike Snyder	Parochial Vicar
X	Jenny Parvin	President/Social Action
	Jacob Hines	Vice President/Finance Council Rep
X	Kryslynn Schroeder	Secretary/Wellness
	Rick Willows	Stewardship
X	Cathy Anderson	Liturgy
X	Chris Boyd	Knights of Columbus
X	Jeremy Siebler	Church Life
X	Rick Thomas	Buildings and Grounds
X	Barb Gaylord	Faith Formation
X	Bernie Mack	Ex-Officio (Lay Director)
X	Molly Crosby	Ex-Officio (Lay Director)
	Chad Steimle	Ex-Officio (JFK Principal)
X	Maureen Mosse	Ladies Council
	John Wagner	Ex-Officio (Deacon)
	Marc Mosse	Parishioner
X	Dave Hinchman	Parish Council Alternate
X	Amanda Clarke	Faith Formation Representative
X	Jennifer Wemhoff	Faith Formation Representative

(X = Present)

2. April meeting minutes were seconded and approved by the council.
3. Committee minutes were seconded and approved by the council.
4. The mission and vision statements were read.
5. Old Business

**Organizational Chart Redistributed**

- Last meeting, we discussed that Family and Youth Engagement will belong under Church Life. Faith Formation has indicated that Family and Youth Engagement may belong with Faith Formation. Jeremy Siebler, Lynn Frank and Jenny Parvin will talk more about this outside of this meeting.
- The purpose of the org chart is to have a listing of where all committees fall in the Parish (is a work in progress), and is a snapshot of where we are at now as Strategic Planning gets under way.
- Please share the org chart with the committees you sit on.

### **Recruitment of New Parish Council Members**

- Recruitment efforts are under way. The golden bucket is setting out and will plan to speak at masses.
- Rick Willows, Kryslynn Schroeder, and Jacob Hines will be leaving Parish Council as their term expires.
- Dave Hinchman, current alternate, will join Parish Council. Will need three additional people, 2 for Parish Council and an alternate.
- Please discern if you are open to being President or Secretary next year.
- June meeting will be election of new members and officers.
- Process for new members: submit names and their information, Jenny will call them, drawing will happen prior to next Parish Council meeting.

### **Increasing Mass Attendance Follow-Up**

- Donuts with the Priests will be rescheduled for August. Jeremy will schedule and share with the group.
- Mailer for information – Lisa and Jenny have discussed and all are onboard. Further action pending.

### **Strategic Planning Committee Update**

- Rick Willows is stepping down from the Strategic Planning committee. Jenny has reached out to Jackie Staron.
- The strategic plan will be part of Parish Council. Jenny offered to be the liaison from Parish Council and Strategic Committee next year.
- Conversation around how it is important to keep the initiative moving forward as there is much interest in focus groups and having time on the committee's agenda.

## 6. New Business

### **Schedule of Parish Council events for next year**

- At this point in the year, we normally take a look at the events at the next year.
- No committee is formed yet for Parish Events. Will work on that for the next meeting.

## 7. Board of Education representation assignments:

### **June – Barb**

As a reminder, the Board of Education meetings are the first Tuesday of the month at 6:30pm.

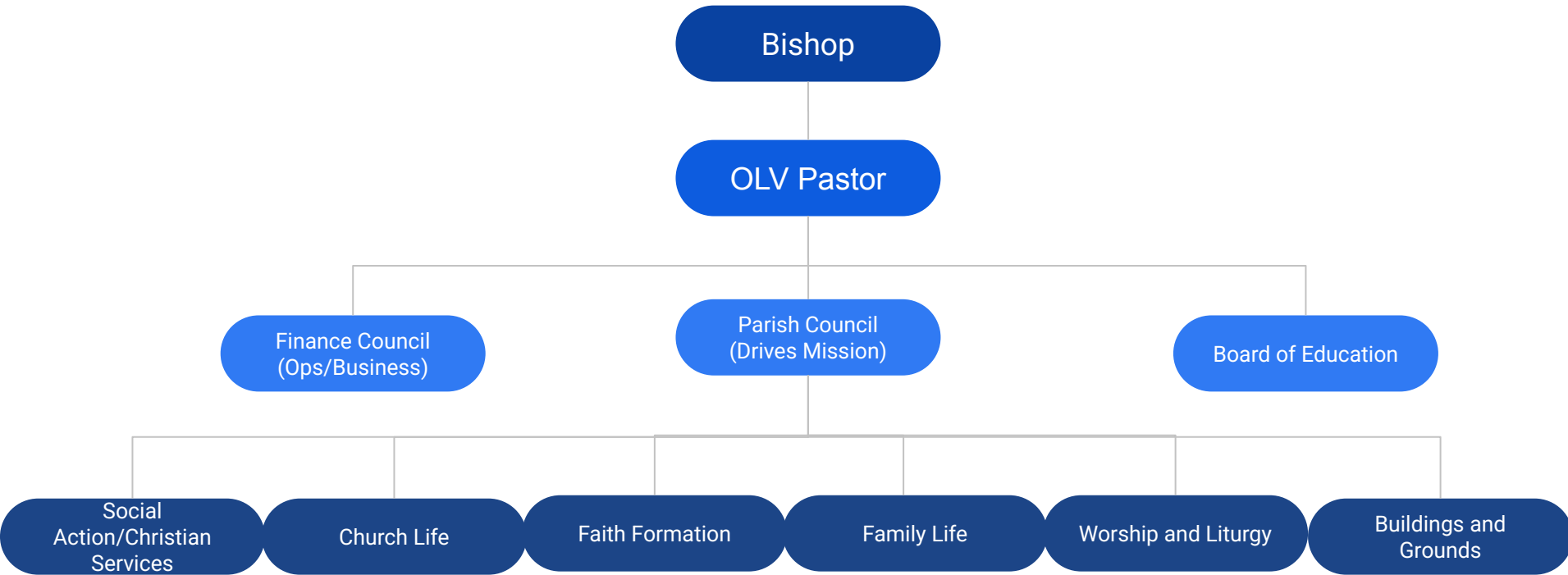
## 8. Guest Comments:

- 8th Grade Graduation for JFK - Dave, Jenny and Barb will be attending from Parish Council. Parish Council will give each student a prayer card in an envelope signed by Parish Council.
- Spring Fling Luncheon was very well received and was a fun event. Many volunteers showed up and were a great help. This event's goal was to work together to eliminate different committees doing individual fundraisers. Queen of Heaven, Wellness and Victory for Life came together for this fundraiser.
- Last month we talked about having three tables set up continuously, and they keep getting put away. Solution: Jenny will write a note from Parish Council that having tables up are approved.
  - o Tables and chairs are being used. Having chairs and tables out are nice to encourage talking.

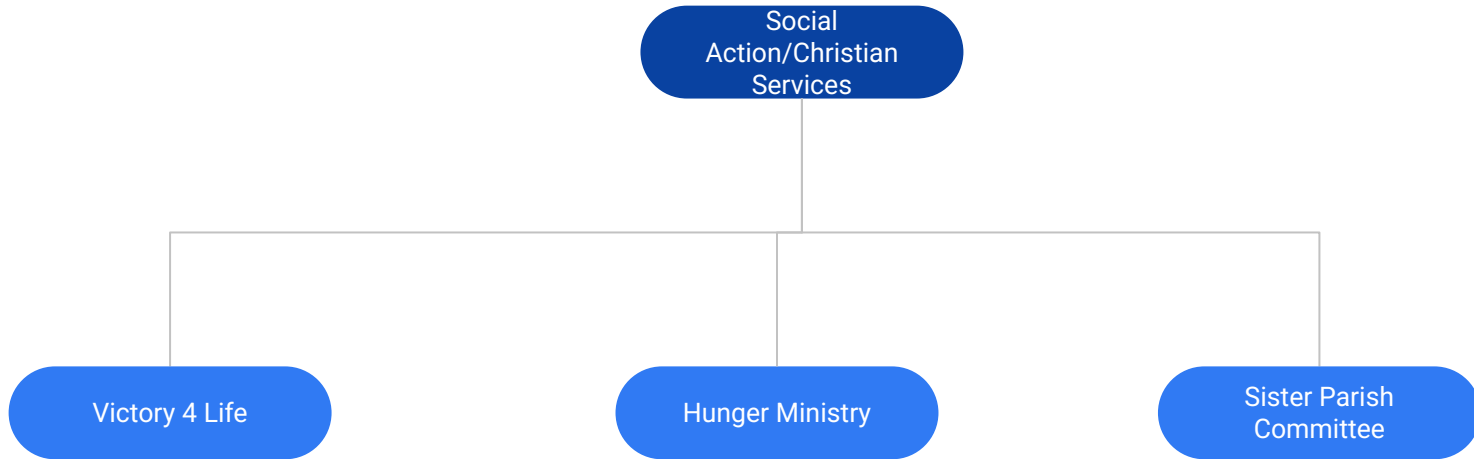
- SHE event was really well received; had 70 people attend. 50 people are already signed up for the regular meetings in the fall.
  - Bids are back on multiple projects for Buildings and Grounds. The information will go to Father and Finance committee before sharing information with the group.
    - o Bids are on ADA Door, lighting that needs updated and repaired, flooring for a couple classrooms at school, and the floor under the altar.
9. Pastor's Comments:
- None
10. Our next meeting will be Tuesday, June 24, 2025 at 7:00pm in the Gathering Space Meeting Room.
11. Meeting adjourned with closing prayer by Kryslynn.

Respectfully submitted,  
Kryslynn Schroeder  
Secretary

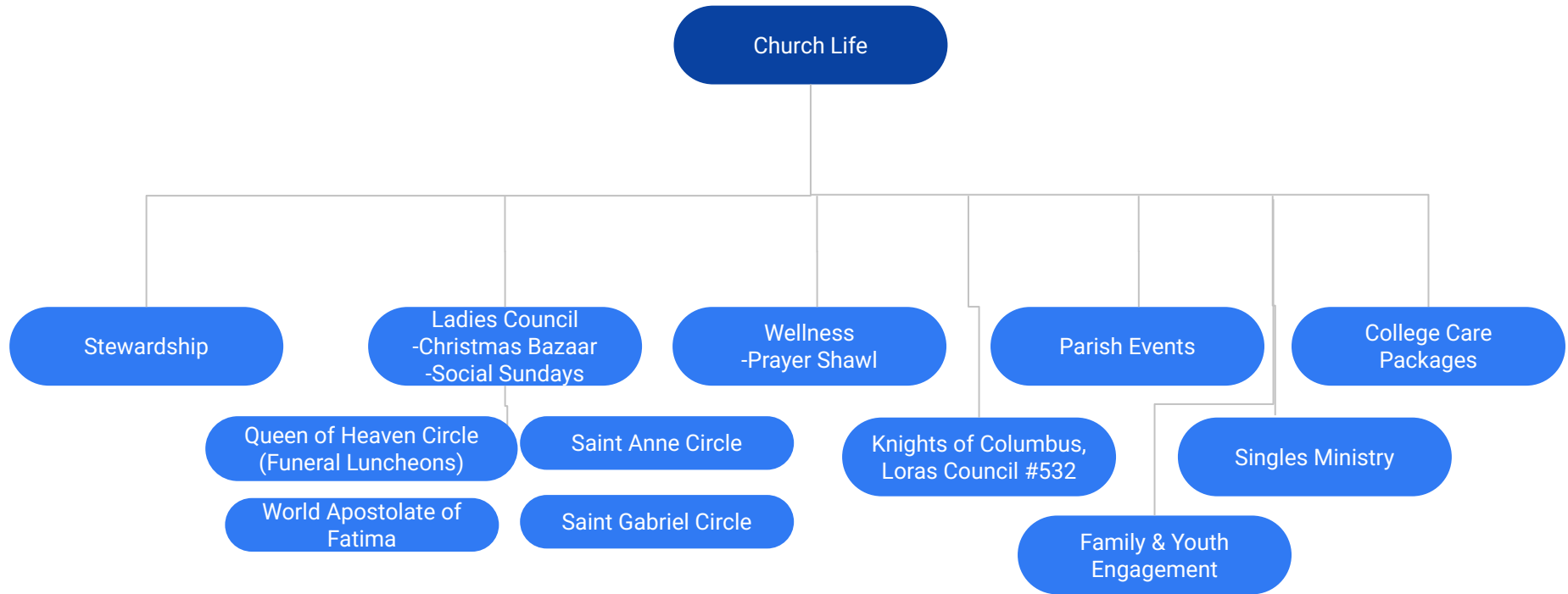
# OLV Organization Chart



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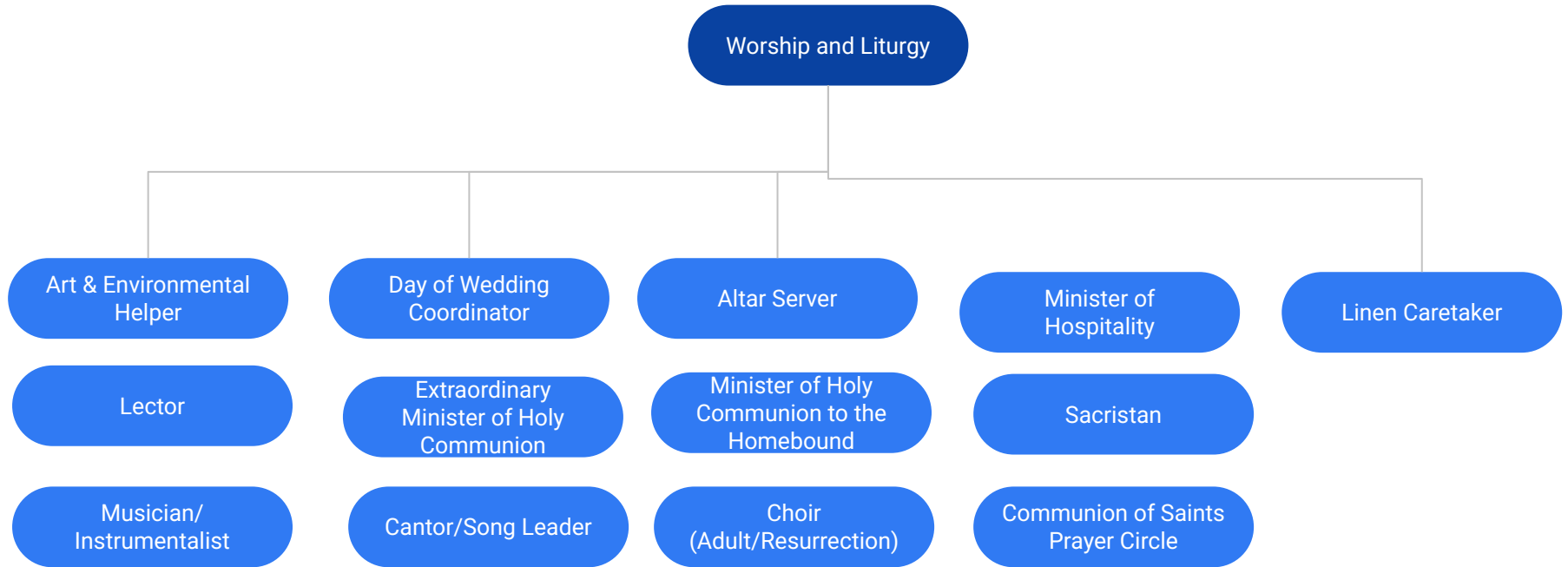
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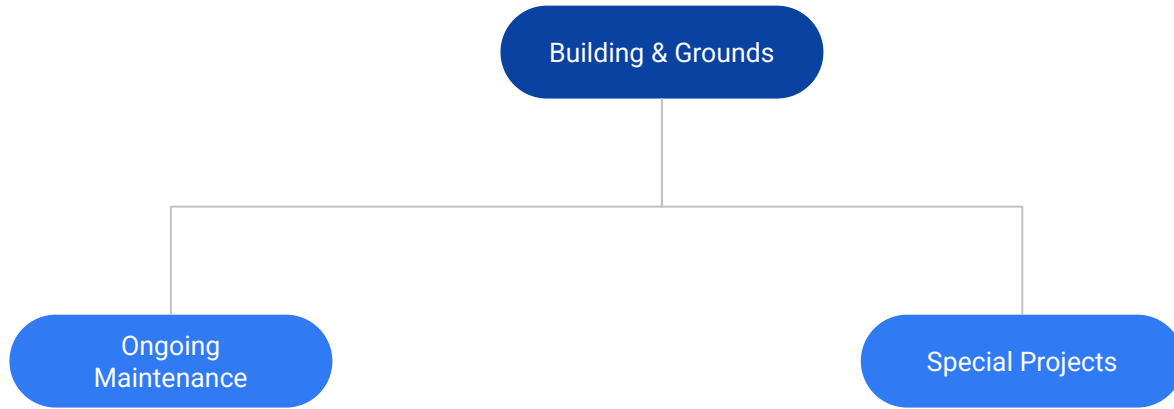
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MINUTES OF STEWARDSHIP COMMITTEE MEETING  
Our Lady of Victory Church, Davenport, Iowa  
Meeting held on Monday, May 12, 2025 at 7:00 PM in the GSMR

**Members present:** Fr. Patrick Hilgendorf, Deanna Mainey, Judy Johnson. Meeting opened with prayer led by Fr. Patrick.

### 1. 2025 Treasure Renewal

Project Report was reviewed at the meeting.

PURPOSE:

- A means to embrace and promote stewardship as a way of life.
- Mechanism to encourage annual growth in envelope income.
- Present an opportunity for those new to the parish to participate in financial support.
- Promote electronic giving.

TIMELINE: March 23, 2025—April 13

- Launch weekend of March 22/23 with pulpit promotion
- Mailing to post office so that it's received week of March 23
- Responses received March 30, April 6, and April 13. Concludes April 13

OVERVIEW: 1-letter campaign with pastor's cover letter, intention card, and response envelope. Letters were sent bulk mail. Thank-You post card was mailed to all who responded. Supported by pulpit announcements, bulletin info, and electronic messaging. All costs funded by stewardship budget.

RESULTS: 1404 letters mailed. 221 responses received. 15.7% return rate. From the returns, 81 indicated NO CHANGE to their level of giving. Small number of responses are still trickling in. Estimated 20-25 revisions to contributions from e-givers. (Some changed level of giving without returning the Intention Card). One negative response was handled by Fr. Patrick. Prayer intentions noted on the card were remembered in Fr. Patrick's prayers.

<u>COST:</u>	Intention Cards (1500)	138.55
	Mailing/Response envelopes (1500 ea)	407.14
	Bulk mail postage	293.06
	Post card stamps	<u>123.20</u>
		\$961.95

**2. Experience meeting new parishioners.** Limited discussion given small number of members present.

Consensus agreement to continue this initiative in an effort to discover how personal stories can resonate with others and lead to relationships and engagement in the life of the parish.

### 3. Study USCCB document/Keeping Stewardship Alive

Limited discussion given small number of members present but conversation led back to core understanding that faith and belief leads to action, document provides a vision for stewardship as a way of life and inspires our own enthusiasm. Do OLV stakeholders understand the vision? How do we communicate it to them? How do our personal stories and interactions invite others into action? Invitation to engagement is first step. Should be followed by listening to them. Do people understand that stewardship can happen in the home, neighborhoods, and organizations outside the parish? If personal stories are key to inspiring others, should we give attention to profiling good stewards?

### 4. Future Meetings.

NO STEWARDSHIP MEETINGS DURING JUNE OR JULY.

Next meeting will be Monday, August 11, 2025 at 7:00 PM in the GSMR.

Agenda will include Keeping Stewardship Alive and updates to *Handbook of Ministries* (Time/Talent catalogue).

Submitted by Judy Johnson, Secretary



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a difference  
in education.*



1627 W. 42<sup>nd</sup> Street \* Davenport, Iowa 52806 \* ph: (563) 391-3030 \* fx: (563) 388-5206 \* [www.olvjfk.com](http://www.olvjfk.com)

Date: May 22, 2025

## Press Release

John F. Kennedy Catholic School achieves Level 2 certification in Marzano High Reliability Schools™

John F. Kennedy Catholic School in Davenport, Iowa, is pleased to announce the achievement of Level 2 certification in Marzano High Reliability Schools™. Level 2 certification means John F. Kennedy Catholic School has established **“Effective Teaching in Every Classroom,”** which focuses on the responsibility of both school leaders and teachers in ensuring high-quality instruction. Level 2 certification is also only awarded when a school continues to have met the criteria for Level 1 certification, which involves creating a “Safe, Supportive, and Collaborative Culture,” the foundational culture without which student achievement is compromised.

The high reliability school (HRS) program was created by Marzano Resources to help transform schools into organizations that take proactive steps to ensure student success. Using a research-based five-level hierarchy, educators learn to assess, monitor, and confirm the effectiveness of their schools. This framework, based on 50 years of educational research, defines five progressive levels of performance that a school must master to become an HRS—where all students learn the content and skills they need for success in college, careers, and beyond. “As you move through the levels, it represents a complete transformation in how schools are run,” says CEO Robert J. Marzano. Schools must collect data and validate their performance to climb each level of the hierarchy. Certification is determined by Marzano Resources analysts in cooperation with school data teams. Using the HRS framework and indicators, schools can drive sustained, positive, and significant impacts on student achievement by synthesizing multiple complex initiatives into one harmonious system.

High quality instruction is the most important tool educators have at their disposal to positively affect student learning. Level 2 of the Marzano High Reliability Schools framework details how to develop and maintain teacher effectiveness in every classroom by building a shared language of instruction and using this common language to raise the level of pedagogical skill both individually and collectively. JFK’s Instructional Playbook provides the details for quality intentional teaching at JFK. The playbook expresses JFK’s fundamental values, efforts to

address student well-being, and intentional instruction with content, research-based teaching strategies, and high-quality formative and summative assessment.

JFK is one of only 26 schools in the state of Iowa and 402 in the entire nation that has achieved this national Level 2 certification as a High Reliability School.

#### About Marzano Resources:

Built on the foundation of Dr. Robert J. Marzano's 50 years of education research, Marzano Resources supports teachers and administrators through customizable on-site professional development, educator events, virtual coaching, books, videos and online courses. Marzano Resources associates and authors are thought leaders in the field of education and deliver research-backed guidance for all major areas of schooling, including curriculum development, instruction, assessment, student engagement and personalized competency-based education.

#### Contact

Name: Chad Steimle, principal

School: John F. Kennedy Catholic School

Address: 1627 W. 42<sup>nd</sup> Street Davenport, IA 52806

Phone: 563-391-3030

Email: [chad.steimle@olvjfkmail.com](mailto:chad.steimle@olvjfkmail.com)