

**OUR LADY OF VICTORY BOARD OF EDUCATION MEETING**  
**6:30 P.M. Tuesday, September 1, 2020 via Zoom**

**AGENDA OF REGULAR MEETING**

1. CALL TO ORDER
  - a. OPENING PRAYER
  - b. ROLL CALL
    - i. Fr Jake, Chad Steimle, Jennifer Wemhoff, Kaye Meyers, Evan Brankin, Julaine Edwards, Chris Fox, Tom Poston, Lucas Roth, Peter Schuster, Lisa Snider, Ann Craig, Chad Hagerman, Courtney Mau
    - ii. Guest: Dianne Siefers, Fr. Scott Foley, Angie Hildebrand, Kim Burken; Kitty Temming
    - iii. Parish Council: Denis Prior
  - c. ACCEPTANCE OF AGENDA
2. READING AND APPROVAL OF MINUTES OF past meeting
3. ADMINISTRATIVE REPORTS (Written reports pre-submitted)

**a. Principal of JFK (Chad)**

Ethical Leadership:

1. Numerous communications are taking place with staff members who are trying to determine how to handle things going on in their families' lives.

Visional Leadership:

1. See the return to learn and remote learning plans.

Leadership of School Culture and Instruction:

Our Return to Learn Plan continues to be updated regularly. The link again is [HERE](https://docs.google.com/document/d/1S0XxBLdDHbDrIQcmJBF0sYvmm4yCYXCRafsDaiousv8/edit?usp=sharing):  
<https://docs.google.com/document/d/1S0XxBLdDHbDrIQcmJBF0sYvmm4yCYXCRafsDaiousv8/edit?usp=sharing>

We also continue to make back up plans for when ordered items do not arrive by the beginning of the school year. For purchases involving CARES Act funds, our Catholic schools are now experiencing about a two-three week delay on the front end as we wait for the DCSD to process our order. Too often, by the time the DCSD places our order, the vendor is sold out. Even when materials arrive at the DCSD warehouse, it often takes another week for the items to be checked in by the DCSD and us being able to pick them up. It is difficult to tell if our delays are due to Catholic schools just not being a priority for the DCSD or if they are just due to the volume of work this summer and the bureaucracy of a large system that is involved. Examples:

- All of our print math textbooks arrived on 8/31/2020 except the 7<sup>th</sup> grade student books and 5<sup>th</sup> grade teachers' editions, which are still backordered. By grade level, teachers have been making decisions to start the year with leftover print copies of the old math series (as the digital subscriptions expired) or use the digital versions of the new series while we waited for print versions. This option may still exist for a period of time as we transition to the new materials.
  - We were only able to attain three webcams. We are repurposing currently owned iPads to serve as webcams. We are still able to receive iPads within about 6-8 weeks. Being able to be 1 to 1 in K-2 with iPads, however, will be delayed. Training staff has been a challenge.
2. We have hired Melissa VanDam and Hannah Keep as instructional aides. They work in a variety of areas each day: WIN time, recess supervision, lunch supervision, ECLC, aftercare, preschool, and floating in grades K-5.
  3. Our ability to stay open this year may be less dependent upon students than upon staff. Within the last week, for example, three staff members have children between the ages of about 2-17 who are quarantining due to being close contacts of people testing positive for COVID-19. Childcare arrangements for children

having to quarantine may be rather difficult. We have 30 staff members (63% of our staff) with 63 children between the ages of 0-18. Our Return to Learn Plan does have a section that includes what we might do with teachers whose own children have to quarantine. Our plan also indicates that all staff are “critical personnel” themselves and may still work even if they are close contacts themselves. Staff in these situations need to take health assessments, including temperature checks, twice per day, wear face coverings at all times at work, and must quarantine outside of work. If our experience with our three staff members’ situations continues, contract tracing and communication will be a challenge as the health department has not actually contacted some people themselves and doctors’ offices are giving different guidance than the health department. Our Return to Learn Plan guidance is based upon the health department information.

4. Last year, we had ten substitute teachers available. Going into this fall, when we may have a much greater need for subs, we have significantly fewer. Essentially, we have three subs with one of them already doing a long-term role. Information about others is below:
  - a. One is not available until the 2<sup>nd</sup> semester due to COVID concerns and other health concerns
  - b. One would work for us but is already doing a long-term role for another school.
  - c. One is already working for us in a different role but could be called upon to work as a substitute. We would have to cover this person’s other duties.
  - d. We have one additional staff member who has a sub authorization and could be called upon as a sub. We would have to cover this person’s other duties.
  - e. We have three people who may become available within the month depending upon their health and/or completing the substitute authorization workshop.
  - f. Four from last year have stopped subbing altogether.

Proposals to encourage more people to acquire the substitute authorization and work for JFK:

- a. For those who already meet the educational qualifications and are employed by JFK, JFK will immediately pay the workshop fee (\$125), license application fee (\$85), and background check fee (\$75) on their behalf or reimburse them as soon as possible and treat the evening/weekend workshop time of 15 hours as “paid time” (about \$170). Approximately eight staff members are eligible. Potential one-time costs are about \$3,600. For becoming a more versatile employee, their regular wages will be increased by \$0.10 per hour. Potential continuing costs are about \$1,300, including employer paid taxes and benefits.
  - b. For those who meet the educational qualifications and are not already employed by JFK, JFK will pay a \$450 bonus at the pay period following the fifth day of substituting at JFK to the first five people to take advantage of this offer. The bonus will essentially cover the workshop fee, license application fee, background check fee, and pay an amount for the workshop time. Potential cost is capped at \$2,250.
4. Thirteen students across six grades will be starting the school year 100% remote. One student will have a particularized hybrid model. These students represent about 4% of our 4 yr old PS-8 population. Except for Regina in Iowa City, which has about 23% students starting remotely or in some other hybrid model, other Catholic schools in our diocese are around 0%-6% remote or hybrid students.
5. In-services were conducted August 17-21. We have continued with several optional meetings since then, particularly in dealing with the ever-changing availability of technology. The realities of our remote plan for individuals, which relies heavily upon livestreaming of classes, is proving to be harder than anticipated due to the technology.
6. With staff members eating in classrooms with students this year, many teachers are seeing an increase in their duties. Escorting students to and from specific locations on the playgrounds will also cut into what is sometimes only a 20-25 minute scheduled lunch period. Teachers will also experience these situations more often with a shortage of substitutes and covering for each other. The most convenient option for all involved would be for teachers to eat school lunches, which are delivered right to classrooms. I propose the following “meal allowance” for teachers with the funds deposited into their lunch accounts, according to which category that best fits their scheduled duties:

Number of scheduled lunch time duties. Teachers normally have about 2-3 duties	Additional duties	Per person benefit	Number of teachers in this category	Total costs
1	20 days for covering for subs	\$80	4 Several of these are upper grade teachers doing hour long classes near the lunch hours and are normally unavailable to do lunch duties	\$320
2	20 days for covering for subs	\$80	2	\$160
3	36 days and 15 days for covering for subs	\$200	13	\$2,600
4	72 days and 10 days for covering for subs	\$320	5	\$1,600
Total				\$4,680

#### Managerial Leadership:

1. Our out-of-contract upgrade from 50 Mbps to 100 Mbps with Mediacom has stalled while various vendors try to determine where the problem is. When we ran the speed test after the upgrade was to have taken place, our speed was between 18-25 Mbps. Speed issues will affect what we normally do in the building and our ability to livestream from the building to remote learners.
2. An updated quote for our HVAC project was obtained. With the addition of an ionization system and the gym, the latest estimate is about \$902,000. The original estimate from last November was about \$770,000.
3. A revised school calendar is proposed. See separate attachment. Highlights are below:
  - a. Delaying school for ten days has really only extended the school calendar into June by an additional five days. The other days were made up through the elimination of having off for full day in-services, the Wednesday before Thanksgiving, President's day, and spring break #2 (which was Easter Monday.)
  - b. JFK's proposed calendar follows the DCSD calendar with the following exceptions:
    - i. We will go to school on November 11<sup>th</sup>, Veterans' Day, as do all of the area Catholic schools except St. Paul's. There is no bus transportation on this day, and we have been making this exception for several years.
    - ii. We will take Easter Monday off as per OLV/JFK staff handbook.
    - iii. JFK's four quarters will be better balanced in the number of days. There is no other impact by balancing the quarters being proposed.
4. Enrollment update as of 8/29/20. As we got closer to the start of the school year, our K-8 enrollment went up, and our 4/5 year old PS has held steady. Three year old preschool and ECLC have dropped, however.

	Returned contracts	Probable	Possible
K	33	33	38
1 <sup>st</sup>	34	34	39
2 <sup>nd</sup>	31	31	31
3 <sup>rd</sup>	35	36	36
4 <sup>th</sup>	39	39	39
5 <sup>th</sup>	40	41	41
6 <sup>th</sup>	38	38	38
7 <sup>th</sup>	28	28	28

8 <sup>th</sup>	42	42	42
Total	320	322	332
Budgeted		304	

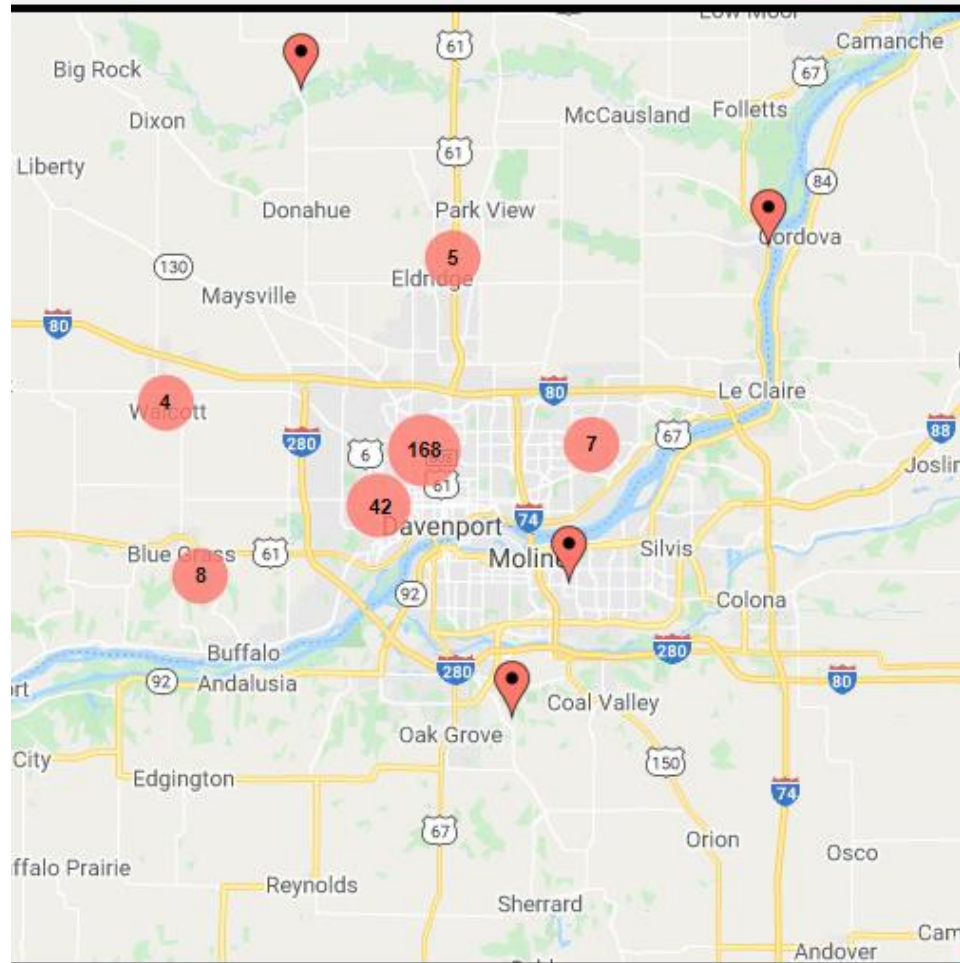
PS and ECLC

	8/1/20	Budgeted 2020-21	8/2/19	8/2/18	7/27/17
4/5 yr old PS	57	64	52	66	69
3 yr old total of the two classes (ECLC students in both)	11	19	20	22	19
ECLC	17	17	14	21	21

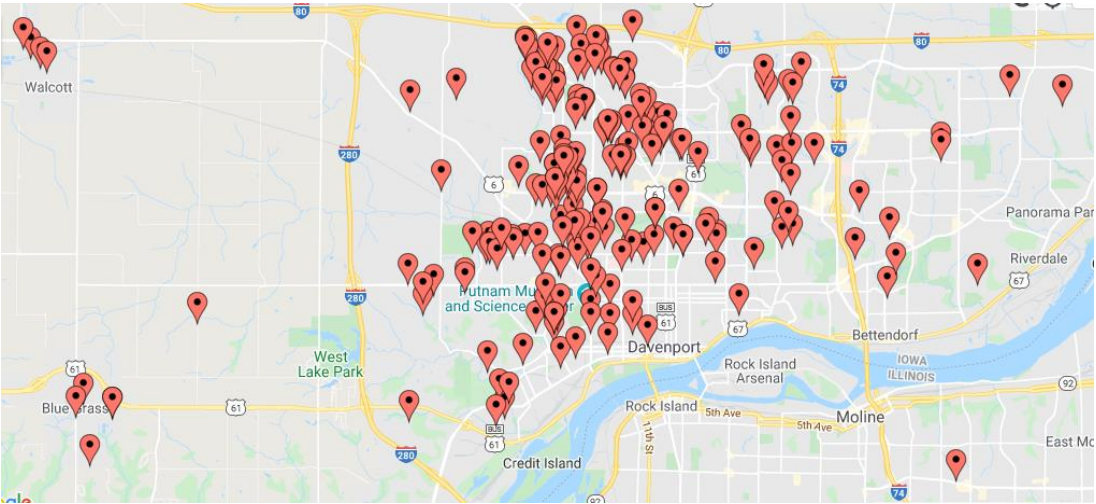
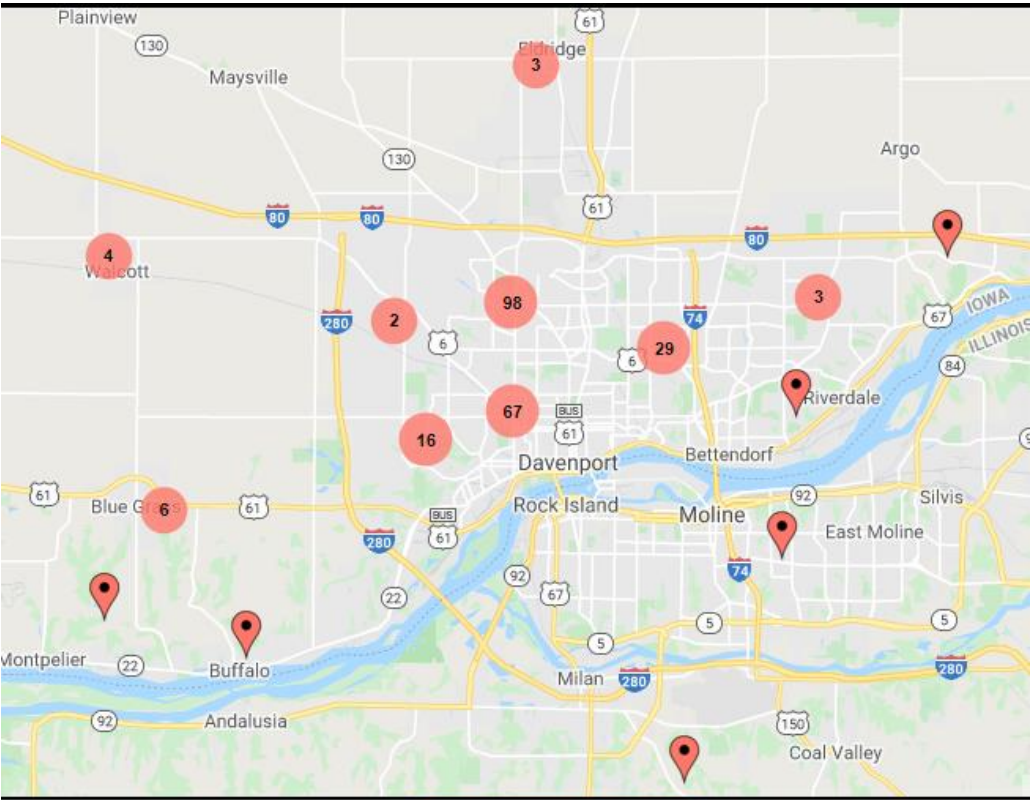
The primary financial impact of 4/5 year old preschool enrollment is on the following school year.

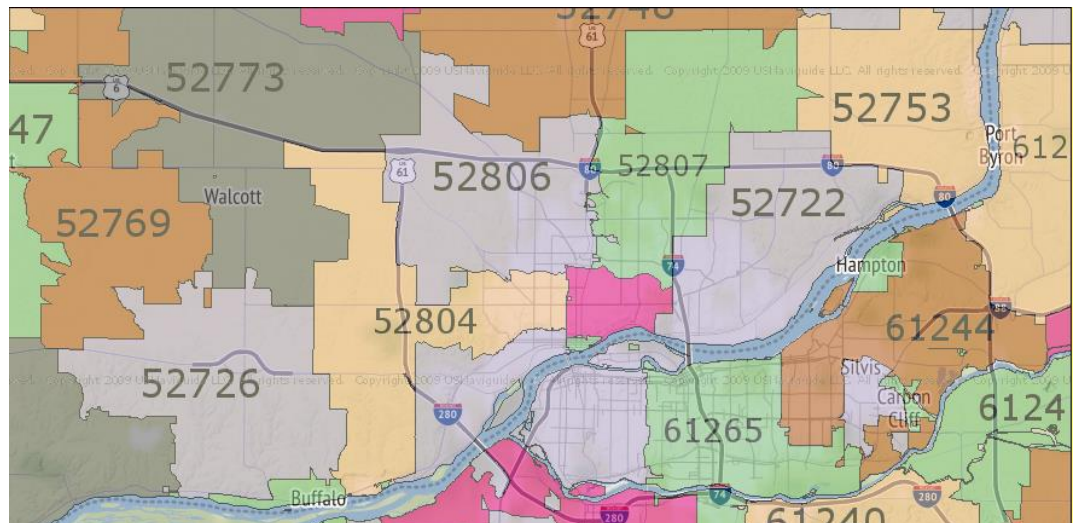
5. With Peter Schuster's help in drafting the questions and developing the logic, a survey regarding bus transportation was conducted:
  - a. 168 responses representing 251 K-8 students (78%)
  - b. 41% of the respondents (not necessarily students) are registered to ride the bus
  - c. 34% of the respondents actually use the bus
    - i. That's 83% of those who actually registered
  - d. When is the bus used?
    - i. 91% of those who actually use bus services use them in the afternoon
      - a. 31% of all respondents
    - ii. 40% of those who actually use bus services use them in the morning
      - a. 14% of all respondents
    - iii. 56% of those who actually use bus services only use them in the afternoon
      - a. 19% of all respondents
    - iv. 5% of those who actually use bus services only use them in the morning
      - a. 2% of all respondents
    - v. 35% of those who actually use bus services use them both in the morning and afternoon
      - a. 12% of all respondents
    - vi. 4% of those who actually use bus services use them only occasionally
      - a. 1% of all respondents
  - e. 74% of those who actually use the bus could get their children to/from school without too much inconvenience should bus transportation cease for a week or two throughout the school year.
    - i. 26% could not
      - a. 9% of all respondents
      - b. 40% of these respondents need help both in the morning and afternoon
      - c. 33% of these probably need help just in the afternoon
        - a. This option had a wording error that may have confused people
      - d. 27% of these respondents need help on certain days of the week
  - f. 38% of the respondents would be willing and able to provide rides to others
    - i. How long could you do it?
      - a. 60% of these could do it for long periods of time
      - b. 40% of these could do it for a week or two
    - ii. When could you do it?
      - a. 68% could do mornings
      - b. 44% could do afternoons
        - a. Most of our ridership is in the afternoon (91%)
        - b. The vast majority of those who absolutely use the bus and need help with transportation need it in the afternoon (73% or more when considering those who need it on certain days of the week)
        - c. The least available time that people can help provide rides is in the afternoon (44%)
    - iii. Things from the 46 comments that stuck out to me:
      - a. Numerous people mentioned just wanting kids to be in school.

- a. Related anecdotal information, not from the survey, is that families cannot afford both childcare and tuition.
  - b. Numerous people mentioned a willingness to help provide rides but challenges they would face with work schedules and/or the number of seats in their cars.
  - c. A couple wondered if we could start before school care as early as 6:30 a.m.
  - d. A couple mentioned geography in relation to being able to help provide rides.
- iv. Using EasyMapMaker for 242 primary contact addresses for K-8 students, the following maps may be informative:



v.





- g. K-8 Enrollment by student (not family) by zip code:
- |       |       |       |                     |
|-------|-------|-------|---------------------|
| i.    | 52806 | 45.1% | Northwest Davenport |
| ii.   | 52804 | 21.6% | Midwest Davenport   |
| iii.  | 52807 | 8.7%  | Northeast Davenport |
| iv.   | 52803 | 5.9%  | Southeast Davenport |
| v.    | 52802 | 5.3%  | Southwest Davenport |
| vi.   | 52722 | 3.9%  | Bettendorf          |
| vii.  | 52748 | 2.8%  | Eldridge            |
| viii. | 52726 | 2.5%  | Blue Grass          |
| ix.   | 52773 | 2.0%  | Walcott             |
| x.    | 52728 | 0.8%  | Buffalo             |
| xi.   | 52742 | 0.3%  | Dewitt              |
| xii.  | 50213 | 0.3%  | Osceola             |
| xiii. | 61265 | 0.3%  | Moline              |
- h. In preparation for the 2017-18 school year, we did extensive cost analyses for bus transportation for AHS, JFK, ASCS, SPS, and Trinity Lutheran. **After** the family reimbursement for transportation, the cost would still be about \$222 per rider if we used ten hubs, \$343 per rider if we used 12 buses and tiered start times, and \$648 per rider if we used 17 buses with all schools having their own buses/routes. The reimbursement formula yielded about \$396 per student so actual costs in each of the three models are about \$400 more.

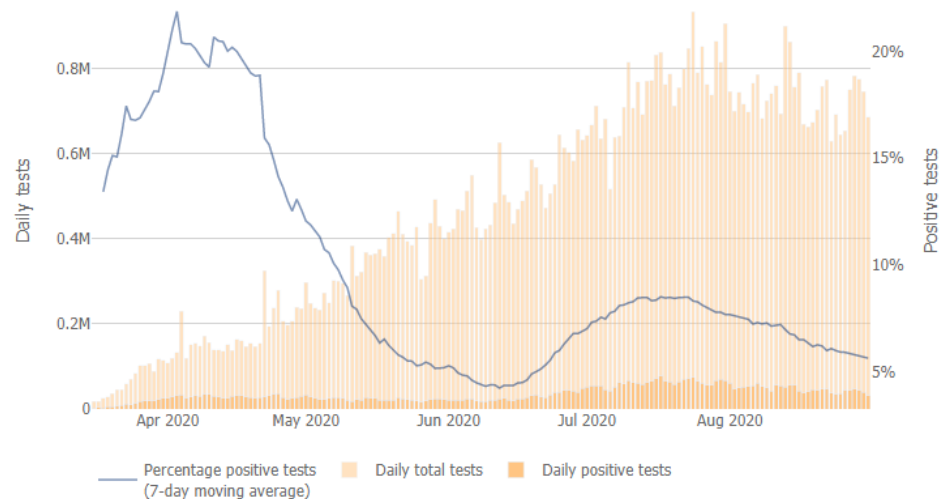
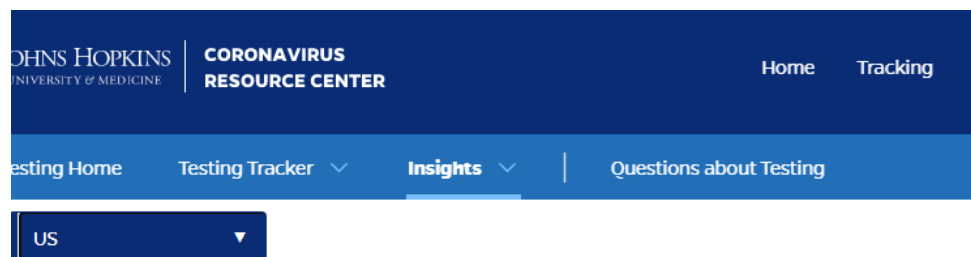
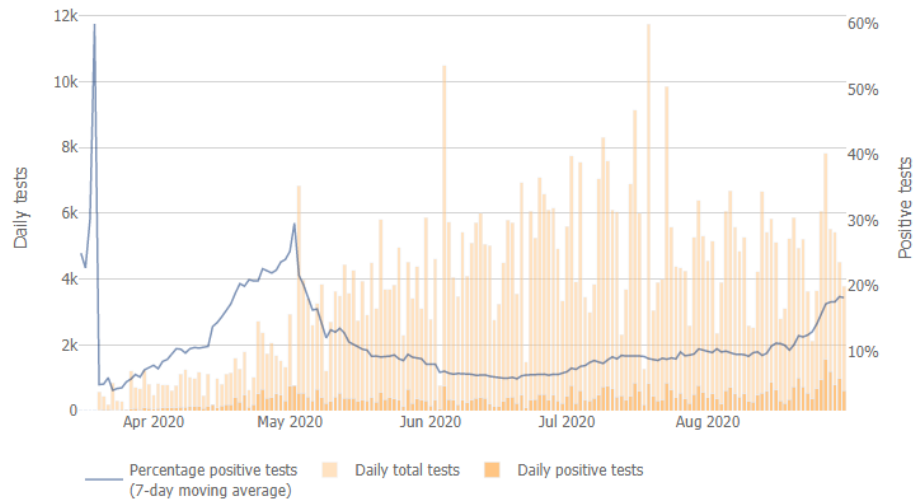
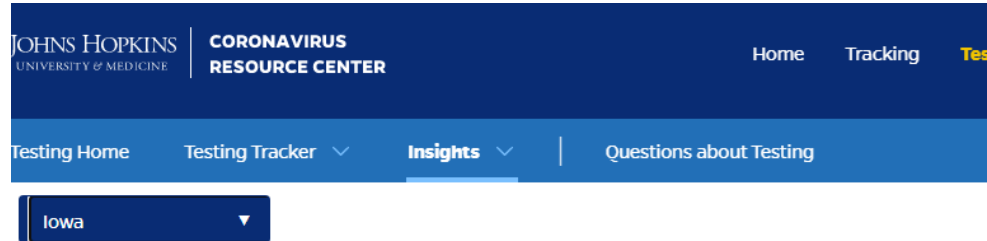
#### Public Relations Leadership:

1. We held an Unpack Your Backpack/Meet Your Teacher “event.” It looks like there may still be a need for parent meetings at the beginning of the school year. We are looking at Zoom meetings for these the week of September 13 and 20.
2. Home & School is doing a fundraiser at the drive-in theater in Blue Grass. Concerned about their funding this year, Home & School has reduced the yearly “teacher allotments” by 50% (from \$300 to \$150). On average, teachers in Iowa spend \$361 of their own money on school items.

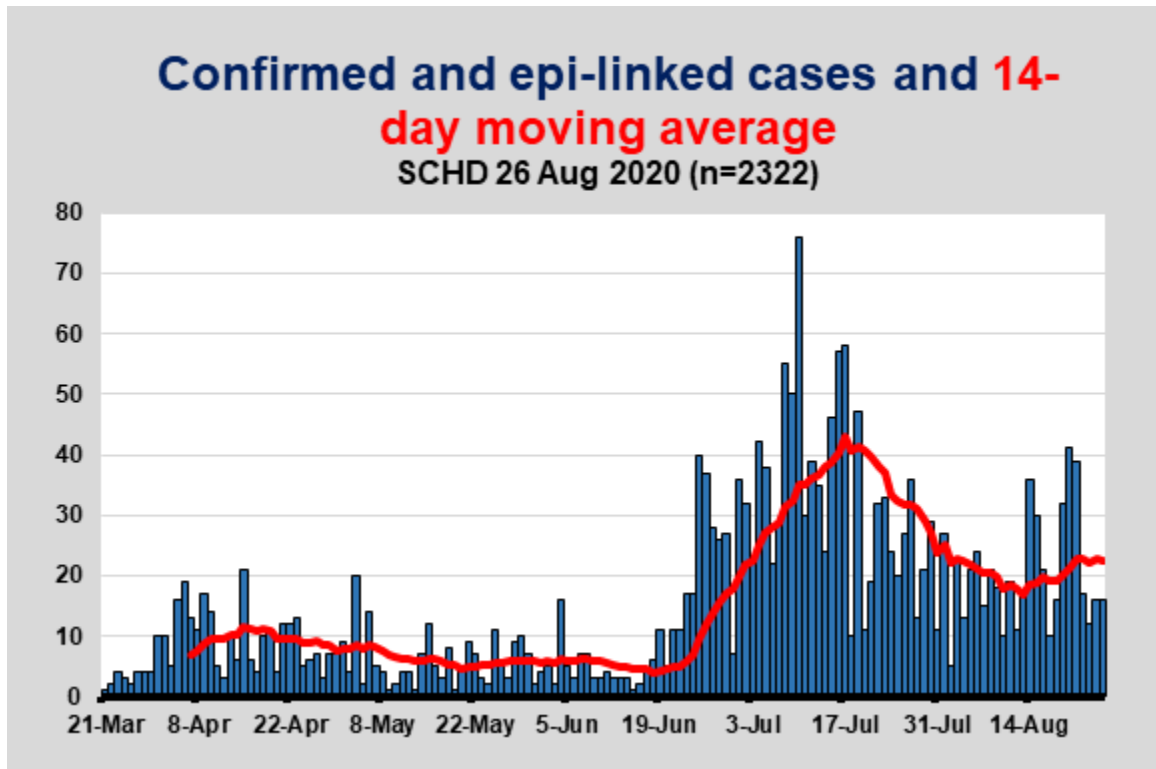
#### Leadership in Diocesan/Parish Context:

1. We continue to have weekly meetings with Scott County Health Department. Below is some of the latest information:
  - a. Scott County’s 14 day average positivity rate is 7.4%. When this newer data started to be reported about a month ago, the rate was 5%-6%. The Iowa Department of Education will not consider an application for full remote learning for a building or district until the rate is at least 15%. The CDC’s recommendation for re-opening has been at 5%.

- i. John Hopkins University has Iowa's 7 day average positivity rate at about 18%, although the more recent upswing from around 10% may be due to reporting changes in Iowa. Prior to reporting changes in Iowa, the rate was flat. Nationally, the rate is about 5%.

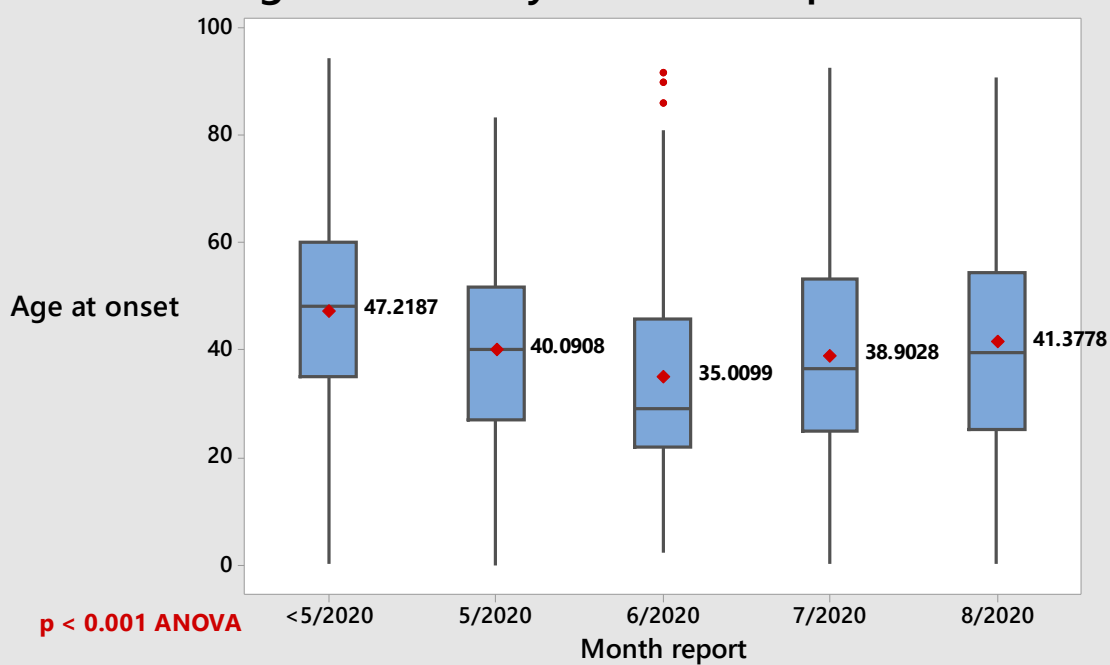


- b. Our surge appeared after everything in Iowa was fully reopened in June and peaked about two weeks after the July 4<sup>th</sup> holiday. Our decline has stalled and the numbers may be moving back up at a slower pace. Dr. Katz indicated that, if he could, he'd do two things: issue a mask mandate and close the bars.

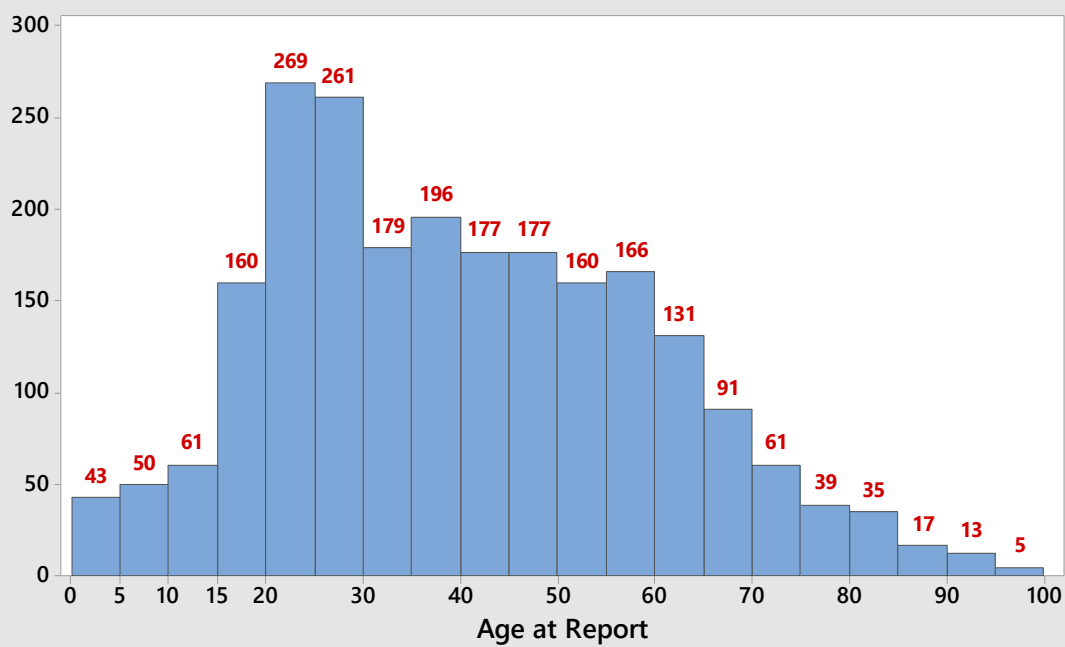


- b. Scott County has 1,260 cases per 100,000 (<https://covid.cdc.gov/covid-data-tracker/#cases>). Iowa has 2,034 per 100,000 and ranks 14<sup>th</sup> in the nation. The national rate is 1,822 per 100,000.
- c. The average age of those infected had declined from spring through June and has since increased again. The expectation, however, is that it will fall again by the September data.

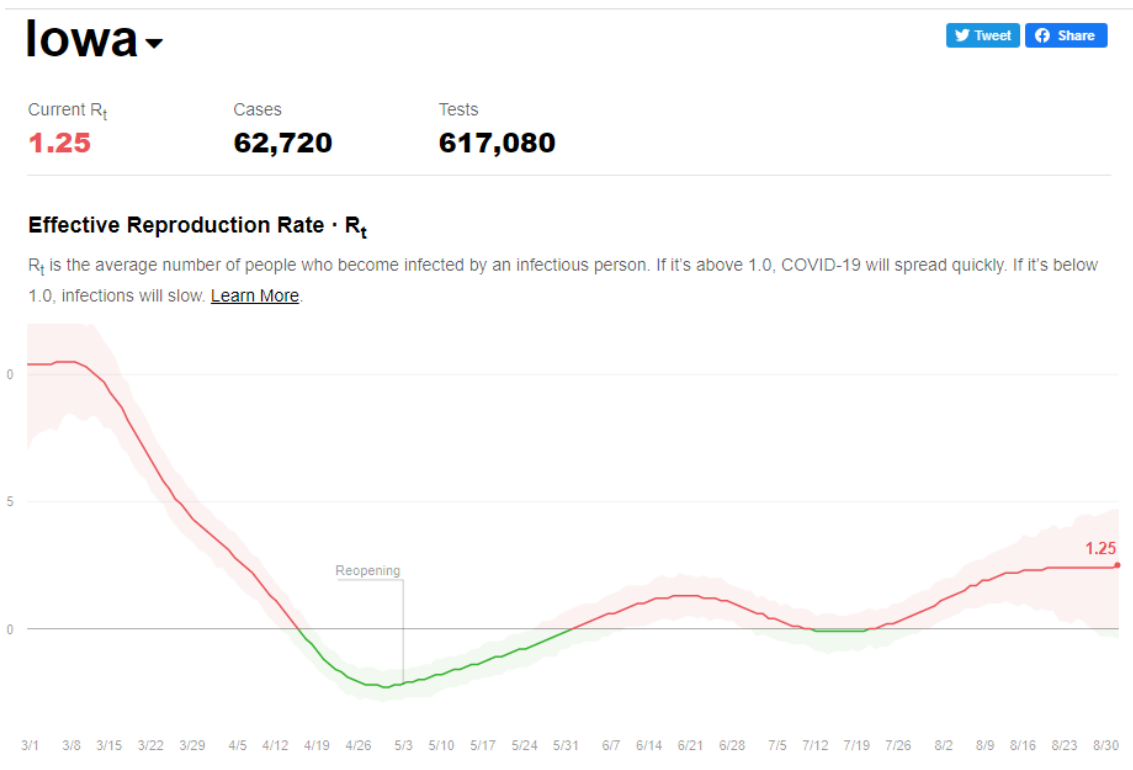
## Age at onset by month of report



## Age at report (24 Aug 2020)



- d. Iowa's Reproductive Rate for COVID-19 is at 1.25 infections for every new case and has been increasing. Iowa now has the third highest rate in the country. (Rt.live)

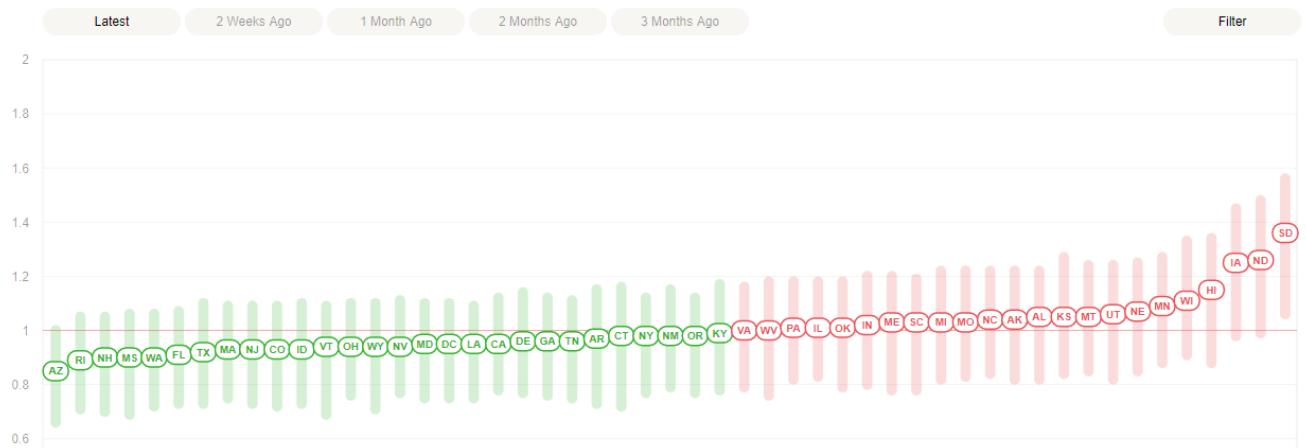


## $R_t$ COVID-19

These are up-to-date values for  $R_t$ , a key measure of how fast the virus is growing. It's the average number of people who become infected by an infectious person. If  $R_t$  is above 1.0, the virus will spread quickly. When  $R_t$  is below 1.0, the virus will stop spreading. [Learn More](#)

[See details about the spread in Iowa](#)

Data Last Updated: 8/31 at 10:56AM



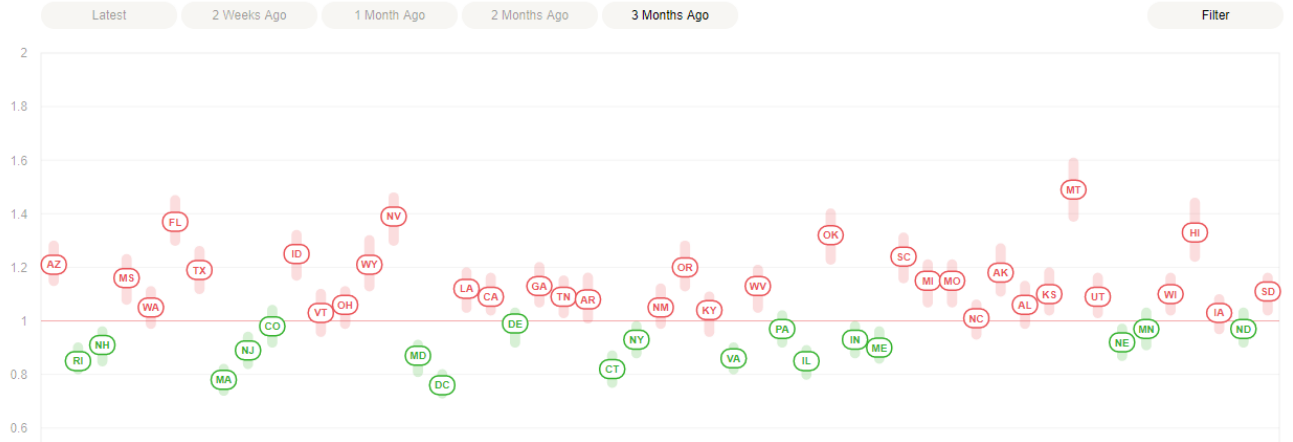
# R<sub>t</sub> COVID-19

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Data Last Updated: 8/31 at 10:56AM



## b. Faith Formation/Religious Education Coordinator (Kaye)

Coordinator Religious Education / Safe Environment Coordinator (Kaye Meyers)

- Participated in weekly pastoral staff meetings.
- Wrote weekly bulletin articles.
- Documented monthly expenses to Faith Formation budget.
- Participated in Confirmation Revisioning meetings.
- Attended Confirmation Masses.
- Wrote an article for Victory Voice.
- Participated in JFK Registration, provided information to families regarding First Reconciliation and First Communion.
- Attended JFK In-service to learn about COVID19 protocols.
- Participated in OLV/JFK staff Mass and Bigger and Better Future for Schools In-service.
- Reached out to previous Faith Formation families who have not yet registered for this year. Currently have 29 families registered; 44 students. So far 2 students have indicated they will not be attending in-person classes. I will be providing Family Faith Formation for them to do at home.
- Updated Faith Formation Parent-Student Handbook.
- Trained with Lisa Willows regarding the Safe Environment Coordinator responsibilities.
- Watched Safe Environment Coordinator training videos.
- Preparing for in-service with catechists on September 16. Focus will be on health & safety protocols. Ideas will be shared for how to engage students and build community while social distancing.
- Preparing materials for Protecting God's Children lessons in October.
- Preparing for Safe Environment audit on September 9, 2020.

### **c. Faith Formation/Adult Faith Formation (Jennifer)**

- Faith Formation/Adult Faith Formation report to the Board of Education (September 2020)
- Submitted by Jennifer Wemhoff
- I participated in pastoral staff meetings during the month of August.
- I write bulletin articles as needed.
- I wrote and submitted an article for the Victory Voice about *The 99 Experience*.
- I continue to participate in the Confirmation Revisioning meetings that Evan has scheduled.
- I helped at the Confirmation masses.
- The next adult faith formation opportunity will begin next week. We will be utilizing Jeff Cavins' *Walking Toward Eternity: Daring to Walk the Walk*. Two virtual sessions will be offered: Thursdays beginning September 10 at 6:30pm and running through October 29, and Sundays beginning September 13 at 4:00pm and ending November 1. Cost of the journal is \$17. Currently 24 people are signed up to participate in this study.
- The participants of *The 99 Experience* held in March were contacted if they had indicated interest in being part of a small group to study *The 99 Handbook: A Catholic Guide for a life of Faith*. Their small group leaders were in turn asked to reach out to the members of their small group that expressed interest and arrange times to meet virtually. Three small groups have scheduled meeting days and times.

### **d. Youth Ministry and Confirmation Coordinator (Evan)**

Last year we took a hard, concerted look at how we do youth ministry at OLV, following in the footsteps of our Confirmation re-visioning process. We believe that these values, purpose, and goal will allow us to remain aligned with and achieve over time the goals of Renewing the **Vision for youth ministry**.

#### **Core Values:**

Living our Faith in Christ  
Hearts burning with Love  
Accompanying Youth  
Treating everyone like Family

#### **Core Purpose:**

"Because we belong to God, we want to help youth experience God's salvation."

#### **Big, hairy, audacious Goal (BHAG):**

"100% of parish youth active in ministry and their faith by 2025."

#### **Vision for our Future:**

"Imagine a parish community which has over 400 young people active in it every year. Feel the vibrant energy of an entire congregation inspired and infused with youthful vitality. Families lead the way, excited to grow in their faith and comfortable with their kids' questions because they have powerful tools for discipleship. Consider the entire Quad City community and beyond when our youth live like Catholic disciples of Jesus everywhere they go for all their lives; and who know God will be there for them through life's ups and downs. Think of youth and families knowing Jesus personally and comfortably talking about Him while sharing their faith stories. Dream of the impact on young people who experience parish adults knowing their names, serving as mentors for them, praying for them,

and caring for them. Envision a parish that does *more* - for, with, and through young disciples. Think about how welcoming, warm, and inviting it would feel to all of our parishioners and to members of the entire community.”

### **What will 2020 look like?**

While we have completed our visioning process, we’re still developing our strategic plan for the next five years. In the meantime, we’ve had to adapt to a ministry year following the diocesan recommendations for completely non-gathered ministry. To this end we’re planning a multi-pronged approach to ministry with four main areas of focus: Our website, social media/youtube, care packages, and Alpha online. More on this below. Part of how we plan to accomplish these tasks is developing ministry teams to handle them.

I have been redesigning the entirety of the youth ministry portion of the website to serve as a central hub for our online ministry efforts with interactive resources of several kinds for families to use. Now included among those resources will be an interactive virtual youth suite with a prayer room, study room, “hang out” space, etc.

Jacob Menster, one of our youth ministers, received an award from the Newman Center of Iowa City of \$500.00 for youth ministry at OLV. The award money we received will help purchase equipment for creating higher quality content, particularly for audio. In addition, Hieu Nguyen will be joining that team, and we have several teens interested at this time as well. Their goal is to evangelize and catechize to, for, and with OLV youth via communication technology.

Our Care Package team will be led by Kathy Peterson, who created the college care package ministry. Their goal is to minister to every high school youth in the parish by reaching them with mailings and/or packages each semester, which include things like scriptural quotes, inspirational messages, candy, or other gifts.

We completed our summer Alpha session in mid-August. It went very well, and we are looking at collaborative options for Alpha online with other youth ministries as we begin the school year. Right now, it looks like we’ll have two offerings, a larger alpha night on Sundays, and a smaller option on Thursdays. Our Alpha team is set to become our Evangelization team, whose focus would be on relational, evangelistic ministry to the youth of our parish community.

### **What about fundraising and trips this year?**

Fundraising this year looks like it will be dramatically reduced – we may not be able to hold many of our usual events. We will complete our Ave of Flags as usual if possible, but at this time we don’t have a plan for our St. Nick’s fundraiser. We will explore an online trivia night event, but it would likely be free will offering only. And we will look at how to accomplish a “Sweetheart To Go” Valentine’s dinner depending on pandemic levels in 2021.

Our next Ave of Flags event is Labor Day, and we are again looking for more participants to help keep things safe for everyone.

Right now we can’t effectively plan for Steubenville or NCYC 2021. We will wait to see how the situation develops with reference to the pandemic, and the Diocese’s plans. All major conferences and events in 2020, including Holy Fire, and the Iowa Catholic Youth Conference, have been cancelled.

**Where does that leave us? We must still resolve at least one fundamental question:**

**“How do we transition back, and to what do we transition, when the Covid-19 situation is over? What will be our new ‘normal?’”**

-Youth ministry will continue our process of prayer and planning as we begin discerning our strategic planning team, and developing a new leadership structure.

-Some of our ministry teams have launched. Others we would like to develop include a stronger prayer team, and a cheer team to support teens at their various events.

-If the ministry teams we develop during the pandemic are effective, we will continue them after the pandemic has ended, while looking for ways to transition to at least some in person ministry as well. There's no reason to discontinue sending postcards and care packages, or to stop engaging with youth in the digital space. But we could potentially move Alpha to an in person format very easily once it becomes safe to do so.

### **What about parish college students and young adults?**

We are still offering monthly Theology on Taps for young adults – including one on September 24<sup>th</sup> featuring Fr. Chris Weber on the intersection of faith and politics. This will be an online, live streamed event.

We have developed a Facebook presence to engage young adults in ministry and promulgate event information.

When the pandemic calms down and we can resume longer, in person meetings, we will explore how to develop small groups for emerging adults in the Quad Cities in conjunction with other local parishes.

### **Confirmation Coordinator's Report:**

**Revisioning Confirmation:** The visioning process for Confirmation we are using comes from the Center for Ministry Development (CMD), and training in it was part of my certification process for youth ministry. We continue to meet to work on the strategic planning portion of this process.

#### **Core Values:**

Love of the faith

Transformational relationship with God

Developing faith-filled relationships

Sharing God's gifts through service.

#### **Core Purpose:**

God desires a relationship with each of us as His children. Preparing for Confirmation helps Christians discern and develop this relationship to fully live the grace of the Sacrament throughout their lives.

#### **BHAG:**

“100% of Confirmandi involved in ministry at their parish by 2025.”

#### **Vision for our Future:**

“Imagine a parish community which has over 400 young people active in it every year. Feel the vibrant energy of an entire congregation inspired and infused with youthful vitality. Families lead the way, excited to grow in their faith and comfortable with their kids' questions because they have powerful tools for discipleship. Consider the entire Quad City community and beyond when our youth live like Catholic disciples of Jesus everywhere they go for all their lives; and who know God will be there for them through life's ups and downs. Think of youth and families knowing Jesus personally and comfortably talking about Him while sharing their faith stories. Dream of the impact on young people who experience parish adults knowing their names, serving as mentors for them, praying for them, and caring for them. Envision a parish that does *more* - for, with, and through young disciples. Think

about how welcoming, warm, and inviting it would feel to all of our parishioners and to members of the entire community.”

Confirmation masses are now complete. All but five families accounting for 45 out of about 50 candidates participated. I will continue to try to contact those families who did not participate to help their youth move forward in their faith. We were able to offer optional pictures to those who wanted them, a few families participated in that.

Strategic planning for how to achieve our goal following our values and purpose is almost complete, with a special segment dedicated to a COVID-19 response. We’ve met several times via zoom and at this point are looking at concrete planning for the coming year.

Our NET retreat for 8<sup>th</sup> grade in 2020 has been cancelled due to pandemic concerns, and as a result of a lack of funding from the Gala. Normally the confirmation retreats are funded by the FF portion of Gala money, which we didn’t have last year. The Holy Fire Chicago conference, our retreat option for 7<sup>th</sup> grade in 2020 has officially been cancelled by the Archdiocese of Chicago. We don’t yet have another retreat option for 7<sup>th</sup> grade. The diocese may not require retreats as it usually does this year, but part of our new strategic plan suggests the development of a youth retreat at the parish for Confirmation which is similar to a CEW in format. We will begin developing this retreat in an attempt to offer at least part of it to our youth as an option.

We have submitted dates to the Diocese for next year’s Confirmation, and have received back from the Diocese a draft of the Confirmation calendar for next year. Still waiting for the Diocese to confirm that schedule.

**e. PASTOR’S NOTES (Fr. Jake G.)**

- i. n/a

**4. COMMITTEE REPORTS AND COMMUNICATIONS**

- a. Generations of Faith Committee (Julaine, ???)
  - i. n/a
- b. Finance Committee (Chad S., Peter, Lisa, Luke)
  - i. Discussions to be held at board meeting
- c. Nominating Committee (All board members)
  - i. n/a
- d. Policy Committee (Chad S., Luke, Tom)
  - i. Alternate meeting options and dates TBD
- e. Strategic Planning Committee (Chad S., Chris, Ann)
  - i. Discussions to be held at board meeting as needed
- f. School Improvement Advisory Committee (Chad S., Lisa, Ann, ???)
  - i. n/a
- g. Marketing/Public Relations Committee (Chad S., Julaine, Tom, Chad H.)
  - i. n/a
- h. Grant Writing Committee (Chad S., Chris)
  - i. n/a
- i. Parish Council (rotating per schedule) 4<sup>th</sup> Tuesday of each month 7:00 pm
  - i. Starting HVAC campaign again
  - ii. Important Fund raising coming up

2020

August 25 - Tom  
 September 22 - Julaine  
 October 27- Ann  
 November 24 - Lisa

2021

January 26 - Lucas  
 February 23 – Chad H  
 March 23 - Peter  
 April 27 – Chris  
 May 25 - Courtney  
 June 22 - Peter

- j. Finance Council Rep (Peter) – August 31
  - i. Cozi TV: Mass at 7am on Sunday through Christmas
  - ii. HVAC repairs at Church needed
  - iii. 401k reimbursement (\$23k) is being covered
  - iv. Health care reimbursement (\$8k) is being covered
- k. Home & School Association
  - i. Drive-in Movie Night at Blue Grass on September 3
- l. Band and Music Boosters
  - i. n/a
- m. Assumption High School Rep. (Pat Archer)
  - i. Enrollment Update:

**Total Enrollment – August 17, 2020**

<b>Enrollment #'s:</b>	
Freshmen- Class of 2024	106
Sophomores-Class of 2023	113
Juniors- Class of 2022	128
Seniors - Class of 2021	124
<b>TOTAL:</b>	<b>471</b>

**Incoming Freshmen – 2020-2021**

ASCS	24
JFK	20
Lourdes	12
SPS	34
Morning Star	4
Trinity	1
Davenport	5
PV	2
Bett.	2
Other	2
Total	106

- ii. Start date:
    - 1. Assumption kept the 8/19/20 start date even though DCSD pushed theirs back to September 8<sup>th</sup>. They wanted to keep the calendar on track to end the semester before Christmas and they also wanted to make sure their concurrent enrollment classes on a similar schedule.
    - 2. For JFK, this means the 8<sup>th</sup> grade students who are taking math at Assumption have been in class for that first period since 8/19.
  - iii. Computers:
    - 1. An order of new laptops for new students (including 8<sup>th</sup> graders taking math) was unexpectedly cancelled due to part shortages
    - 2. A new order has been placed, but until then some students have been issued older machines.
  - iv. Fr. Ken Martin Golf Outing was held on 8/26/20
    - 1. Due to the ongoing pandemic, this event was only a golf outing this year
    - 2. This event helps fund emergency scholarship grants
- n. Scott County Catholic School Advisory Board Rep @ St. Vincent (Chad S, Peter)
  - i. Suspended
- o. Ad Hoc Committees
  - i. HVAC Funding (Fr. Jake, Chad S, Jen, Jennifer V, Pat, Luke, Peter)
    - 1. Suspended
  - ii. Teacher Support Committee (Peter, Chris, Julaine)
- 5. UNFINISHED BUSINESS
  - a. Scott County K12 Regionalized Education System
    - i. n/a
- 6. OLD BUSINESS
  - a. Masses, activities, meetings – Updates
    - i. Added 5:30 pm mass on Monday
    - ii. Weekend mass attendance going up a little bit
    - iii. Offertory down about 8%
- 7. NEW BUSINESS
  - a. Initial results of bus transportation survey
- 8. ITEMS FOR BOARD ACTION
  - a. Proposals to increase substitute teacher among staff and others
    - i. Motion:
      - 1. For those who already meet the educational qualifications and are employed by JFK, JFK will immediately pay the workshop fee (\$125), license application fee (\$85), and background check fee (\$75) on their behalf or reimburse them as soon as possible and treat the evening/weekend workshop time of 15 hours as “paid time” (about \$170). Approximately eight staff members are eligible. Potential one-time costs are about \$3,600. For becoming a more versatile employee, their regular wages will be increased by \$0.20 per hour. Potential continuing costs are about \$1,300, including employer paid taxes and benefits. Employee agrees to work through the 2020 / 2021 school year or will pay back the fees at a pro-rated rate.
      - 2. For those who meet the educational qualifications and are not already employed by JFK, JFK will pay a \$450 bonus at the pay period following the fifth day of

substituting at JFK to the first five people to take advantage of this offer. The bonus will essentially cover the workshop fee, license application fee, background check fee, and pay an amount for the workshop time. Potential cost is capped at \$2,250.

- ii. 2<sup>nd</sup>
- iii. Passed
- b. Teacher meal allowance
  - i. Motion: Approve Meal Allowance for teachers as written in the Principles report
  - ii. 2<sup>nd</sup>
  - iii. passed
- c. Revised school calendar
  - i. Motion: Approve the JFK 2020-2021 Revised Academic Calendar as presented
  - ii. 2<sup>nd</sup>
  - iii. passed
- d. On hold: Formation of an ad hoc committee to review the BoE Constitution and By-Laws (“at least in every year divisible by five”)
  - i. Members: Chad S, Lisa, Peter
  - ii. Google docs to be available for review and comments
- 9. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION
  - a. Return to Learn, particularly health and safety sections
  - b. Bus transportation
    - i. Survey results in Principles report above
- 10. COMMENTS FROM AUDIENCE and OPEN FORUM
- 11. CLOSING PRAYER

BOE Meeting Schedule: 1<sup>st</sup> Tuesday of each month at 6:30 pm (except as noted)

<u>2020</u>	<u>2021</u>
August 4	January 5
September 1	February 2
October 6	March 2
November 3	April 6
December 1	May 4
	June 1