

**OUR LADY OF VICTORY BOARD OF EDUCATION MEETING**  
**6:30 P.M. Tuesday, June 25, 2020 via Zoom**

**AGENDA OF REGULAR MEETING**

1. CALL TO ORDER
  - a. OPENING PRAYER
  - b. ROLL CALL
    - i. Tom Poston, Chad Steimle, Peter Schuster, Courtney Mau, Jen Wemhoff, Ann Craig, Lucas Roth, Evan Brankin, Chad Hagerman, Julianie Edwards, Fr. Jake, Chris Fox, Lisa Snider
    - ii. Parish Council:
    - iii. Guests: Dianne Siefers, Kitty Temming, Mary Epping,
  - c. ACCEPTANCE OF AGENDA
2. READING AND APPROVAL OF MINUTES OF past meeting
  - a. Approved
3. ADMINISTRATIVE REPORTS (Written reports pre-submitted)
  - a. **Principal of JFK (Chad)**
    - Enrollment projections 307
    - Algebra @ Assumption Recommendations
      - Six students
    - Scott County Catholic School System
      - Define Structure
      - Determine funding
      - Accounting/Finance system
      - Salary and benefits
    - Communication & Marketing
    - Timeline, tentative
    - Probably not fully implemented until 2023-24 or 2024-25
    - Memorandum of Understanding that would be somewhat binding for future Pastors.
  - b. **Faith Formation-Religious Education Director (Jennifer)**
    - I participated in pastoral staff meetings during the month of May and June
    - I attended the May and June Board of Education meetings.
    - I continue to write weekly bulletin articles.
    - I continue to update and track the Faith Formation budget.
    - I continue to participate in the Confirmation Revisioning meetings that Evan has scheduled.
    - Dates for First Communion have been decided. We will have 3 celebrations this year so that we can follow the social distancing guidelines set forth by the diocese. First Communions are planned for the following Sunday's at 1:30pm: July 5, July 12, and July 19. Families were sent an email last week with a link to a SignUpGenius so that they could choose which date worked best for them. There is still 1 family that needs to sign up for a date, I have called and left a message with this family.

- We also hope to initiate those in the RCIA process on Sunday July 26 at a special mass. I have notified the students' parents that I had been working with throughout the year of this information.

### c. Youth Ministry (Evan)

- This year we have taken 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.
- **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.”
- Summer events like Steubenville Rochester have been cancelled, though a virtual conference will take place in July, for which we are registered. We never scheduled a summer mission this year as everything started happening right when we would normally begin planning.
- We launched an online session of Alpha Youth to run this summer last week – we had three teens from our parish, and a few from St. Anthony join us in our first run. It went very well, though we will probably tweak the timing of the event. Our goal is to be able to launch a larger session of Alpha in the Fall for youth ministry using what we've learned from our summer session.
- The first Ave of Flags of this season was Memorial Day. I was unable to participate as my son was being born on that day, but with the participation of several youth ministry families and the help of the Knights of Columbus, they were able to take care of our route without issue. Our next Ave of Flags opportunity was Flag Day, June 14<sup>th</sup>. We used the same strategy of more teams working with smaller numbers of flags to help everyone stay safe and healthy to great effect. Our next Ave of Flags event is July 4<sup>th</sup>, and we are again looking for more participants to help keep things safe for everyone.
- We wrapped up this ministry year on May 27<sup>th</sup> with a night for Seniors, and will be focusing the summer on finishing our strategic planning.
- Theology on Tap has returned to a once a month event for emerging adults, and will be conducted over zoom or some other platform instead of via live stream to facilitate more

engagement and conversation. We've also started offering more social options for emerging adults who are struggling with loneliness and isolation.

- I'm developing video resources on prayer, apologetics, bible studies, evangelization, etc. These will be available via the parish website, youtube, and facebook. 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, which we are discussing how to use. He is looking to become more involved in the digital aspect of ministry with social media and communication, and we will be building a team to help me create more of that content.
- Planning continues for fall events – However, some retreats, speakers, and other events have already been canceled for the Fall.
- We began dropping off Senior gifts to families this week.
- Where does that leave us? We must resolve two fundamental questions.
- -The first is, **“How do we accomplish our goals and make young disciples in a world where we cannot gather together?”**
- -The second question is, **“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.
- -At our last planning meeting we began developing youth ministry teams to handle certain aspects of our strategy – IE an evangelization team to run Alpha, a teen support team to attend youth events and cheer them on, a communications team for more consistent social media and video resources, etc.
- **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.
  - **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.”

- Strategic planning for how to achieve our goal following our values and purpose has begun, with a special segment dedicated to a COVID-19 response. We've met several times via zoom at this point to flesh out a strategic plan outline.
- On June 16<sup>th</sup> we established new dates for Confirmation masses (August 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup>). I sent out sign-ups for our new Confirmation mass times on June 17<sup>th</sup>. Thirty-five families accounting for 39 out of about 50 candidates have participated so far. We're still working on whether we will have pictures, practice, etc.
- Our NET retreat for 8<sup>th</sup> grade in 2020 is now set for Friday, December 11<sup>th</sup>.
- 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, but are examining an online option created by ProjectYM. The diocese may also not require retreats as it usually does this year.

#### **4. PASTOR'S NOTES (Fr. Jake G.)**

- Parish Council
  - No Parish picnics
  - Opening of the parish
- Interviews for the K thru 8 Faith Formation continue

#### **5. COMMITTEE REPORTS AND COMMUNICATIONS (No Updates)**

- Generations of Faith Committee (Julaine, ???)
  - n/a
- Finance Committee (Chad S., Peter, Lisa, Luke)
  - Discussions to be held at board meeting
- Nominating Committee (All board members)
  - n/a
- Policy Committee (Chad S., Luke, Tom)
  - Alternate meeting options and dates TBD
- Strategic Planning Committee (Chad S., Chris, Ann)
  - Discussions to be held at board meeting as needed
- School Improvement Advisory Committee (Chad S., Lisa, Ann, ???)
  - n/a
- Marketing/Public Relations Committee (Chad S., Julaine, Tom, Chad H.)
  - n/a
- Grant Writing Committee (Chad S., Chris)
  - n/a
- Parish Council (rotating per schedule) 4<sup>th</sup> Tuesday of each month 7:00 pm
 

August 27 – Tom	February 25 @6:00 – Ann (Lisa)
September 24 – Julaine	March 24 – Lucas
October 22 – John	April 28 – Chad H.
November 26 – Lisa (Ann)	May 26 – Peter
January 28 – Chris	June 23 – Lisa
- Finance Council Rep (Peter)
  - n/a

- k. Home & School Association
    - i. n/a
  - l. Band and Music Boosters
    - i. n/a
  - m. Assumption High School Rep. (Matt Henning)
    - i. n/a
  - n. Scott County Catholic School Advisory Board Rep, 2nd Monday every other month @ St. Vincent (Chad S, Peter)
    - i. Suspended
  - o. Ad Hoc Committees
    - i. HVAC Funding Committee (Fr. Jake, Chad S, Jen, Jennifer V, Pat, Luke, Peter)
      - 1. Suspended
    - ii. Teacher Support Committee (Peter, John, Chris)
      - 1. n/a
6. UNFINISHED BUSINESS
- a. Scott County K12 Regionalized Education System

#### ITEMS FOR BOARD ACTION

7. OLD BUSINESS
- a. Progress on hiring a DRE
  - b. Updates on Masses, activities, meetings
  - c. Discussion on Return to Learn planning
8. NEW BUSINESS
- a. Approval of a school calendar
    - i. Motion to accept the school calendar as submitted
    - ii. 2<sup>nd</sup>
    - iii. Approved
  - b. Approval of a Health & Safety fee
    - i. Motion to approve a \$30 Health and Safety fee
    - ii. 2<sup>nd</sup>
    - iii. Approved
  - c. Motion:
    - i. That the board of education approves of the Return to Learn planning work that is being done
    - ii. 2<sup>nd</sup>
    - iii. Approved
  - d. Motion
    - i. Approve a PDT+ supplemental pay
    - ii. 2<sup>nd</sup>
    - iii. Approved
9. Other items

#### Items Needing Specific Board Discussion, But Not Necessarily Board Action

10. Items Needing Specific Board Discussion, But Not Necessarily Board Action
- a. 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

11. COMMENTS FROM AUDIENCE and OPEN FORUM

12. CLOSING PRAYER

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

August 6	February 4
September 3	March 3
October 1	March 31 (added)
April 7 (canceled)	April 21 (added)
November 5	May 5
December 10 (changed)	June 2
January 7	June 25 (added)
	<b>July ??</b>