

OUR LADY OF VICTORY BOARD OF EDUCATION MEETING
6:30 P.M. Tuesday, November 3, 2020 via Zoom

AGENDA OF REGULAR MEETING

1. CALL TO ORDER
 - a. OPENING PRAYER
 - b. ROLL CALL
 - i. Chad Steimle, Jennifer Wemhoff, Kaye Meyers, Evan Brankin, Julaine Edwards, Chris Fox, Tom Poston, Lucas Roth, Peter Schuster, Ann Craig, Chad Hagerman, Courtney Mau
 - ii. Guest: Kim Burken
 - iii. Parish Council: Steve Frank
 - c. ACCEPTANCE OF AGENDA
 - i. Accepted
2. READING AND APPROVAL OF MINUTES OF past meeting
 - a. Approved
3. COMMENTS FROM AUDIENCE and OPEN FORUM
4. ADMINISTRATIVE REPORTS (Written reports pre-submitted)

a. Principal of JFK (Chad)

Ethical Leadership:

1. We are dealing with more and more internet use issues, and our GoGuardian filtering and monitoring system is alerting us to more issues, especially as students have access to school computers outside of the school as well.
2. We are assembling a team to examine our handling of cultural diversity.

Managerial Leadership:

1. Free school lunches for all students were approved through the end of the school year now or until federal funding runs out.

Public Relations Leadership:

1. Home & School officers met to re-examine their budget in light of anticipated revenue reductions. They have, however, launched a new fundraiser, a wreath sale, this fall.
2. A parent survey was conducted a few weeks ago. Major results were published in the Principal's Post.

Leadership in Diocesan/Parish Context:

1. We continue to have weekly meetings with Scott County Health Department. There is nothing positive happening regarding COVID-19 in Scott County.
 - a. The Iowa Department of Public Health is still discussing the CDC's change in definition of a close contact from being within 6 feet for 15 *consecutive* minutes to 15 *accumulated* minutes over 24 hrs.
 2. We hold weekly or every other week meetings of Scott County Catholic school administrators.
 - a. Tuition rates for 2021-22:
 - i. Five percent is the initial planning figure: approximately \$3,948
 - ii. Last year of plan to move to 100%, 85%, 65%, 50% for parish supported rates.
 - iii. There is also discussion about fees again, but not a consistent position yet. Last year we initially reduced fees by about \$50 at each school, and schools chose what fees to reduce. JFK reduced our technology fee.
 1. Athletics and band fees seem to be off the table for fee reduction conversations as they are more optional participation than mandatory fees.
 - b. Athletic directors will present ideas for how to do girls' volleyball beginning in January.
- Challenges:

- i. Small gyms with limited space for spectators to be socially distanced. Do we end up with Lourdes, St. Joe's, and AHS as the only hosting sites? Do we not allow spectators? Do we use a ticket type of system for spectators?
- ii. Loss of revenue from gate and concessions making it difficult to cover AD salaries and ref salaries.
- iii. Back-to-back games lead to four teams and parents being in gyms/hallways at the same time.
- iv. ASCS is still using their gym to hold core subject area classes. Not only would they not be able to host games, but how would they hold practices?

The ad hoc committee to review the BoE Constitution and By-Laws has begun its work. Most of the remaining questions relate to the new adult faith formation position and need Fr. Jake's input.

b. Faith Formation/Religious Education Coordinator (Kaye)

- Faith Formation classes began Wednesday, October 7. Currently have 42 families registered. Three are participating online instead of in-person. First four weeks of in-person classes have gone well. Completed "Empowering God's Children" lesson in class and have had make up sessions for those who were absent. We were able to meet the Bishop's request to complete by the end of October.
- Communicated with parents about signing up for one of the two options for First Reconciliation. First Reconciliation will be Thursday, December 3 at 6:00 p.m. and Saturday, December 5 at 10:30 a.m. Providing materials for parents to use at home in lieu of a parent/child meeting.
- Hosted Trunk or Treat on October 24, 2020, following the 4:30 Mass. Had around 25 people handing out treats. Nice participation.
- Prepare lessons and work with two 8th grade students at JFK weekly who will be receiving their First Holy Communion along with Confirmation.
- Prepare lessons for three families who are participating in Faith Formation online instead of in-person..
- Participated in Diocesan presentations for Mental Illness Awareness Week. Will follow up with parish staff on how to use this information in our parish.
- Working with Lisa and Jennifer on updating the Faith Formation website
- Working with Jennifer and Lisa on developing possible parent ministries at OLV.

Ordered Advent Daily Tear-Off Trivia Cards to hand out one to each family in Faith Formation and JFK families.

c. Faith Formation/Adult Faith Formation (Jennifer)

- I participated in pastoral staff meetings during the month of October.
- I write bulletin articles as needed.
- I continue to participate in the Confirmation Revisioning meetings that Evan has scheduled.

- Kaye, Lisa, and I met to discuss a program promoted by the diocese: ***Walking with Moms in Need***. We are in the process of deciding how to best incorporate parts of the program in the parish.
- Adult faith formation began on September 10. We utilized Jeff Cavins' ***Walking Toward Eternity: Daring to Walk the Walk***. Two virtual sessions were offered: Thursday's at 6:30pm, and Sunday's at 4:00pm, sessions concluded on October 29 and November 1 respectively. 24 people participated in this study, either individually or joining the zoom sessions.
- One of the small groups from ***The 99 Experience*** has concluded their discussion of ***The Handbook*** and decided to keep meeting. They will be reading and discussing, ***A Second Look, Encountering the True Jesus*** by Mark Hart. Another group has communicated with me that they would like to take part in the Emmaus group initiative that the diocese currently launched. The other small group from ***The 99 Experience*** is still meeting to discuss ***The Handbook***.
- The next ***Masterclass*** (training for leaders for ***The 99 Experience***) has been scheduled to begin Thursday January 28 and ending March 4. The next ***The 99 Experience***, will hopefully be held March 21-23, 2021.
- RCIA began Sunday September 20. Sessions are being conducted in person and via zoom.
- Looking forward to Advent, 100 copies of ***Rejoice! Advent Meditations with the Holy Family, Journal*** have been ordered. Books are available, for \$5 each, in the parish office and in the Gathering Space the weekend of November 14-15 after the masses.
- The next formal Adult Faith Formation offering will be available at the end of January/beginning of February. I am still discerning which study to offer at this time. My hope is to offer one in person session and one zoom option for people.

d. Youth Ministry and Confirmation Coordinator (Evan) **What will 2020 look like?**

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?

NCYC is planning on having and in person NCYC in 2021. The diocese has to decide if they will be participating.

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.

Our virtual youth room has caught the attention of the Diocese and other youth ministry leaders, so I led a presentation on how to create one at our monthly YM gathering on Tuesday, November 3rd.

Our YouTube team has struggled to find meeting times, but we've started getting our technology together with our production team at least. We will continue to try to find workable times for everyone.

We completed all our Sophomore and Junior Care Packages in October, and Kathy is now working on the College Care Packages. While she finishes those, we're planning a special care package for seniors focused on Ephesians 6:10-18 – putting on the armor of God, to help them spiritually prepare for life after high school.

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. We have two weeks left to go in our youth alpha – and will invite the teens who have participated to help lead a new Alpha for their friends.

With each of our four prongs of non-gathered ministry launched, the youth ministry planning team has started working towards planning events in the parish this Fall. Our goal is to offer a few larger events for ministers, family, and youth, throughout the season to complement our other ministries.

1. We joined in the Diocesan MIAW activities with Roy Petitfils, encouraging adults who care about youth to watch his Tuesday October 6th presentation, and families to watch his self-care workshop on Wednesday October 7th.
2. We hosted an evening at the drive in on Friday October 23rd.

3. We were planning a Davenport scavenger hunt for the weekend of November 6-8th in conjunction with St. Paul and Our Lady of Lourdes, but recent events at AHS caused us to reschedule this event so we could be more focused on the needs of our youth and families this week. We will do this for Advent in December instead.

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.

We are planning a St. Nick's Raffle in lieu of a parish wide event. Families purchase \$5 ticket per child and are entered to win a themed gift basket. On December 5th and 6th, families can bring their tickets, along with a shoe for each child, and St. Nick will leave candy and other prizes for them.

We will explore an online trivia night event, but it would likely be free will offering only.

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 Veteran's Day, and we are again looking for more participants to help keep things safe for everyone. The Knights of Columbus have offered to take over our Flag Route in order to increase their levels of patriotic and civic engagement, while still splitting the proceeds with youth ministry.

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 – our next one will be November 20th on relics and the Communion of Saints.

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. We also launched a group of young adults in Alpha in October, they will likely meet every other week.

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."

I am continuing to contact those families who did not participate in the Confirmation masses to help their youth move forward in their faith – of three families who didn't respond at all, I have now reached two. One will confirm with next year's class, the other needs to start their paperwork and we'll see what options are available when they're ready. 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 8th 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 7th grade in 2020 has officially been cancelled by the Archdiocese of Chicago. We don't yet have another retreat option for 7th 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're looking at March 4th and 10th for potential dates. As we get closer to this time we will plan more specifics, but we're hoping to include Confession, adoration, and small group discussion time at the core of the retreat.

We have submitted dates to the Diocese for next year's Confirmation, and have now received back from the Diocese the Confirmation calendar for next year. Our Confirmation date is April 17th, mass at 10:30am. Our practice will be April 16th, at 6pm, in the Gathering space. Details on Confirmation, including forms and invitations to our zoom parent meetings on September 29th, went out on September 14th.

I have heard from one angry parent about the Confirmation program this year and the (normal) requirements for 8th graders, specifically the service projects, saint projects, and retreat. The concerns seemed to be related to covid-19 at first, but it became clear in the course of the conversation that there was more going on than that. The parent wouldn't engage in a conversation about Confirmation to help me understand the context of the complaints, share what else was going on to make these things a burden for the teen, or otherwise engage in civil dialog. I promised that I would bring those concerns to Fr. Jake and to staff.

We had our parent meetings online via zoom last month for 7th and 8th grade families, and I have since had a couple of individual conversations with families who couldn't attend. Follow-up information on sponsors, service, forms, etc. went out via e-mail Monday morning. Attendance was good at those meetings, and the dialog went well. No further parental complaints were received

5. PASTOR'S NOTES (Fr. Jake G. / Fr. Scott Foley)

- a. n/a

6. 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/Elections Committee (All board members): January 2021
 - i. n/a
- d. Policy Committee (Chad S., Luke, Tom): Spring 2021
 - i. n/a
- 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) 4th Tuesday of each month 7:00 pm

- i. Asked that BOE meeting share agenda and meetings times with them at least 24 hours prior
- ii. Parish appreciation dinner late spring, maybe?
- iii. Like to have a revolving slide show to cycle at the church and would like pictures.

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) – October 26
 - i. Finances are doing well relatively speaking
 - ii. Arrears school tuitions is being reviewed
- k. Home & School Association
 - i. Meet next Thursday
- l. Band and Music Boosters
 - i. Butter Braids, orders were due today
- m. Assumption High School Rep. (Pat Archer)
- Enrollment Update (October 20, 2020):

Enrollment #'s:	
Freshmen- Class of 2023	106
Sophomores-Class of 2022	113
Juniors- Class of 2021	123
Seniors - Class of 2020	122
TOTAL:	464

- COVID-19 Update: still waiting to see if changes to CDC guidance on close contacts changes Assumption's current plan.
- Laptops for freshmen and 8th Grade Algebra students
 After a previously reported delay, these students should have received their new laptops are will receive them by the end of the semester.
- Strategic Planning:
 Andy and Rosie met with the St. Paul Board of Education. Most of the questions were about the impacts to the individual school boards and how decision-making responsibilities would be determined. OLV/JFK Board of Education may want to consider inviting them to a future meeting if the board has similar questions.
- 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)

- iii. BoE Constitution and By-Laws (“at least in every year divisible by five”) (Chad S, Lisa, Peter)
 - 1. Google doc was reviewed prior to meeting and on October 29; several items needing input from Fr. Jake
 - 2. Expect to present redlined document at December meeting
- 7. OLD BUSINESS
 - a. Scott County K12 Regionalized Education System
- 8. NEW BUSINESS
- 9. ITEMS FOR BOARD ACTION
 - a. None
- 10. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION
 - a. None
- 11. CLOSING PRAYER

BOE Meeting Schedule: 1st 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