

OUR LADY OF VICTORY BOARD OF EDUCATION MEETING
6:30 P.M. Tuesday, December 7, 2021, Hybrid
Link to Zoom Meeting: <https://kennedy-dav.zoom.us/j/85141082339>

AGENDA OF REGULAR MEETING

1. CALL TO ORDER
 - a. OPENING PRAYER
 - b. ROLL CALL
 - i. Tom Poston, Fr. Jake, Fr. Andrew, Chad Steimle, Jennifer Wemhoff, Kaye Meyers, Evan Brankin, Julaine Edwards, Chris Fox, Lucas Roth, Lisa Snider, Ann Craig, Chad Hagerman, Courtney Mau, Molly McCarty
 - ii. Guest: Jodi Wiser
 - iii. Parish Council:
 - c. ACCEPTANCE OF AGENDA
 - i. Accepted
2. READING AND APPROVAL OF MINUTES OF past meeting
 - a. Approved
3. ADMINISTRATIVE REPORTS (Written reports pre-submitted)
 - a. Principal of JFK (Chad)
Facilitator of Faith Community:
 1. kFirst Reconciliation was last week, and grades 3-8 will receive the sacrament on Friday.
Leadership of School Culture and Instruction:
 1. The survey for students, parents, staff, and administrators for the High Reliability Schools certification was due on December 4th. Our PDT/Building Leadership Team will begin to look at the results.
 2. We are in the process of making the following staff adjustments:
 - a. Brenda Werner has finished the major projects assigned to her for temporary work in the school office. She will now focus on projects in the parish office.
 - b. Julie Baker will be moving out of her aide role in morning preschool and concentrating more on the library, additional office-type tasks, and support for Dianne in tech support.
 - c. Hannah Keep, an aide, is moving to Cedar Rapids in December.
 - d. Melissa VanDam will move into an aide role in morning preschool and will be less involved in our after school care program.
 - e. Jessica Reboloso will begin at JFK on January 3rd. She will, for the most part, assume the duties that Hannah was doing in preschool, the cafeteria, recess duties, and afternoon ECLC. Jessica has previous experience with cafeteria and recess duty supervision.
 - f. Kelley Wohlers started last week. She has a variety of duties with recesses, lunch supervision, floating aide time in classrooms, and aftercare/ECLC. She is studying to become an elementary school teacher and worked in a childcare center west of Davenport.
 - g. Shayonte Lagrone is starting at JFK on December 6th. She will be working in preschool as an interventionist aide. Shay has a BA from Western Illinois University and is taking coursework to become an elementary school guidance counselor.
 3. In-person band and K-4 Christmas concerts will take place in December. We are using staggered schedules to allow for better spacing of students and guests. In-person small group family-style preschool activities will also take place this month.
 4. Catholic Schools Week planning has begun. We will have a blend of traditional activities with some of the things we did last year due to COVID. Some of the traditional activities will have COVID-twists to them as well to help with spacing. The talent show, for example, will not have the entire student body in the gym for multiple hours. We will rotate performing grade levels and live audience grade levels in the gym and livestream it for those grades in their classrooms.

5. The COVID FAQ document continues to be revised and is available to all constituents: [JFK COVID FAQ, 2021-22](#) It is also available off the front page of our website.

Managerial Leadership:

1. Emergency Assistance for Non-public Schools:
 - a. EANS I:
 - i. All of our receipts and contracts have been submitted for the 1st quarter by the November 30th deadline. There was some back and forth with the DE, but I believe we will receive our full reimbursement for the quarter. That should amount to about \$110,000.
2. “JFK Childcare at JFK Catholic School” had its annual unannounced licensing site visit. Due to the diligence of Kitty Temming, there were no areas of compliance that need to be corrected or areas for improvement cited.
3. COVID
 - a. Information for Scott County and JFK are made available to families on a weekly basis.
 - i. We currently have more students absent due to testing positive for COVID (thirteen on 12/3 – 3.2% of the PS-8th grade student body) than we have ever had at one time. Because parents can now choose to quarantine close contacts, the overall percentage of students absent due to having COVID themselves or due to close contact quarantining, however, is not yet at our record levels.
 - a. We had about 17 students absent all of last year due to testing positive for COVID. That was about 4.2% of the PS-8th grade student body.
 - b. We have had 40 students already this year absent due to testing positive for COVID. That’s about 9.9% of the PS-8th graders at JFK.
 - ii. Staff members themselves and/or their children have also been affected by COVID during November/December. Other absences are taking a toll on staff.
 - a. Through the month of November our staff absence rate has averaged 8.9% per week. Our peak was on Friday, 12/3, when we had 16% of the staff absent.
 - b. Each morning starts with a meeting of several staff members to make sure that we have coverage for all assignments/duties. We are particularly grateful to the flexibility of Kitty Temming, Emma Wolf, Diana Longenecker, Laura Burke, Kathy Neuberger, Ethan Connors, and Kayla Mason.
 - iii. As conversations have taken place regarding Catholic Schools Week, we have begun to discuss when/how/if we start to back off on other COVID mitigation strategies. At least two of the other Catholic schools have talked about proceeding with their CSW as normal with the position that everyone who wants their children to be vaccinated will have had the opportunity to do it prior to CSW. Those comments were, however, made at the beginning of November. In my opinion, our numbers, and those in Scott County, really won’t drop until about a month after the Christmas break. The pressure, however, always seems to work in the direction of “if X isn’t as cautious, why is Y” rather than “if Y is more cautious, why isn’t X taking more precautions too?”
4. as approved the sealing and re-stripping of the parking lot. Some concrete repairs will also be made. Fr. Jake and I recommended that the new handicapped/visitor parking lot proposed for an area near the main entrance with a drive off of 42nd Street be tabled. This parking area seems to be more of a “nice to have” rather than a hard need, and there are still too many questions regarding the scope of the work to proceed at this time.

5. SCCS is proposing the following tuition rates be adopted at the four elementary schools, with a caveat stated below:

2022-23	OLV/Parish Supported	Non-Parish Supported
	\$4,170	\$6,170
	\$3,545 (85%)	\$3,545
	\$2,710 (65%)	\$2,710

	\$2,085 (50%)		\$2,085
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- a. The above rates shift the schools from three rates (OLV, other Catholic, and non-Catholic) to two rates (parish supported and non-parish supported). This shift essentially eliminates the “other Catholic” rate as nearly all Catholic parishes in the area will soon be supporting SCCS.
- b. The parish supported rate increases by 5%.
- c. The non-parish supported rate represents an increase at JFK of 2.8%. SCCS is trying to seek some sort of middle ground as all four schools currently have different rates for non-parish supported students. Some rates are substantially higher, and some lower.
- d. The caveat is that SCCS is only proposing that the shift from three rates to two rates occur with kindergartners and other new students to SCCS in 2022-23. We could continue with the three rates for those in grades 1-8. I recommend that we do the shift to two rates now for the following reasons:
 - i. Although the first child rate for an “other Catholic” would be \$100 less in the proposal than what is currently being paid, there are currently only about eight students in this category. The \$800 loss would be partially offset by the increases in 2nd/3rd/4th child rates, which are charged for six additional students and yielding \$900. The net is a positive \$90.
 - ii. The rates for new “other Catholic” families would be less than for existing “other Catholic” families at JFK. This discrepancy seems awkward.
 - iii. The rates for “non-Catholics” would still increase; they just would not increase to the same level as we would normally do. We typically do either the same percentage increase as OLV families or the same “raw” dollar value increase.
 - iv. Having so many tuition rates over a transition period of 8-9 years seems like an accounting nightmare.

Below, however, is a table that can be used to determine three rates should JFK’s board decide to keep three rates for existing families:

	2020 -21	OLV	Other Cath	Non- Cath	2021 -22	OLV	Other Cath	Non- Cath	2022 -23	OLV/Paris h Supported	Other Catholi c grades 1-8	Non- Parish Supporte d	Non- Cath grade s 1-8
1 st child (100%)		\$3,760	\$4,060	\$5,710		\$3,970	\$4,270	\$6,000		\$4,170	\$4,470	\$6,170	\$6,300
2 nd child (80% → 85%)		\$3,160 (84%)	\$3,160	\$3,160 (55.3%)		\$3,375 (85%)	\$3,375	\$3,375		\$3,545 (85%)	\$3,545	\$3,545	\$3,545
3 rd child (60% → 65%)		\$2,410 (64%)	\$2,410	\$2,410 (42.2%)		\$2,580 (65%)	\$2,580	\$2,580		\$2,710 (65%)	\$2,710	\$2,710	\$2,710
4+ child (0% → 50%)		\$1,505 (40%)	\$1,505	\$1,505 (26.4%)		\$1,985 (50%)	\$1,985	\$1,985		\$2,085 (50%)	\$2,085	\$2,085	\$2,085

- e. *Possible motion: I move that the tuition schedule proposed by Scott County Catholic Schools be adopted at JFK for the 2022-23 school year.*

- f. SCCS also proposed that that the tuition benefit for staff at each of the schools be unified at 50% for those hired in August 2022 or later and 100% for those hired before August 2022. This benefit was agreed upon by the pastors. The table below summarizes this proposal for JFK:

	Current benefit	Proposed benefit
FT Teacher	100% reduction for all children	50% reduction for all children for staff hired in August 2022 or later. 100% reduction grandfathered in for staff hired prior to August 2022
PT Teacher	Pro-rated reduction for all children	Pro-rated reduction for all children. Percent of 50% or of 100% depending upon hire date
Regular FT employee, non-teacher	100% reduction for the oldest child. The next child would be at the 2 nd child tuition rate, 3 rd child would be at 3 rd child rate, etc.	50% or 100% reduction for the oldest child depending upon hire date. The next child would be at the 2 nd child tuition rate, 3 rd child would be at 3 rd child rate, etc.
Regular part-time and part-time, non-teacher	Reduction for oldest child based upon percentage of 2080 hours worked. The next child would be at the 2 nd child tuition rate, 3 rd child would be at 3 rd child rate, etc.	Reduction for oldest child based upon percentage of 2080 hours worked and then percent of 50% or 100% depending upon hire date. The next child would be at the 2 nd child tuition rate, 3 rd child would be at 3 rd child rate, etc.

Public Relations Leadership:

1. Home & School is/has conducted several community events. Ethan Connors and I continue to attend the monthly H & S “huddles.” We are working on coordinating events for Catholic Schools Week. Examples for CSW include:
 - a. Grab n Go meal, open house, and book fair
 - b. Talent Show
 - c. Mass at AHS for grades 2-12
 - d. JFK day at SnowStar
 - e. Restaurant night
 - f. Bookmark contest

Leadership in Diocesan/Parish Context:

1. I virtually attended the November diocesan administrators meeting, and Emma Wolf also attended part of the meeting:
 - a. Work continues on new religion standards. The six domains are the following:
 - i. Knowledge of Faith
 - ii. Liturgy and Sacraments
 - iii. Prayer
 - iv. Morality and Life in Christ
 - v. Discipleship within the Community (Loving God and Others)
 - vi. Evangelization and Missionary Spirit (Sharing our Faith)
 - b. The Gender Committee of the Diocese gave a presentation of their progress over the last ten months.
 - i. Terms and definitions that are being used
 - ii. Research findings
 - iii. Tension within Church itself on its position and its need to minister to all individuals
 - iv. Discussion of possible scenarios that could be faced in schools
 1. The scenarios were pretty good and not outside what we are *currently* experiencing at JFK and in our Catholic schools

Closed Session Needed?

Yes, to inform the board of a staff member’s health issue

- b. Faith Formation/Religious Education Coordinator/Confirmation Coordinator (Kaye)
- c. Faith Formation/Adult Faith Formation (Jennifer)

Kaye Meyers and I have been working together to prepare for IGNITE Sundays. Our fifth IGNITE Sunday “What’s my Motivation to go to Mass?” was held November Work also continues on the free little food pantry. Our sixth IGNITE Sunday is this

week December 12—“Finding your place in the Advent story.” This will be a special evening designed to help you prepare for the birth of Christ as we will all gather together in the church for our programming beginning at 6:10pm. Please see the website for future dates and topics.

I am facilitating a discussion of the book *Our Not Quite Holy Family* by Mark and Melanie Hart once a month on Wednesday evenings from 6:00-7:00 in the Parish Center.

Our study of the book of Revelation concluded November 11.

Rejoice! Finding Your Place in the Advent Story journals were sold after all the masses November 20 & 21 and are still available in the parish office. Cost of the journal is \$5. There are also opportunities to gather and discuss the meditations December 2, 9, and 16 from 6:30-7:30pm in the GSMR. No registration is required to participate in the discussions.

The next adult study will be on the book of *Romans*. *Romans* reveals that salvation is not merely the removal of a guilty verdict; it is about entering into Christ's life, death, and resurrection and sharing in his divine life. We will begin our *Romans* Bible study on Thursday March 3 from 6:30-8:00pm in the Parish Center. Cost of the workbook is \$30. To register for the study, contact me at davolvaff@diodav.org. Registrations are due by February 1, 2022.

I am writing several articles for the December edition of the Victory Voice.

I participated in pastoral staff meetings during the month of November.

I write bulletin articles as needed.

d. [Youth Ministry](#) (Evan)

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 2021-2022 be like?

The new year brings a lot of hope that we'll be able to resume more in-person ministry soon. Everyone on the youth ministry team wants to be doing more relational ministry and interacting more with teens – we're excited at the advent of a vaccine, and the opportunities this may afford for us, though we understand it may not bring many changes quickly.

- This year we want to continue the focus on going out. Freshman, Sophomore, and Junior care packages have already gone out, and Senior packages are in the works. Each month I release a new schedule of events and activities trying to do more in the community.

- Our prayer tree is moving forward with help from parishioners in building it. Now we have to paint it, and have it ready for the end of the year.

- In November we had some open gym time, a service and prayer event at the Arsenal cemetery before Veteran's Day, and lots of prep for NCYC in addition to attending NCYC itself. We held an NCYC follow-up event with St. Paul and Lourdes the week after Thanksgiving.

- We launched Alpha for 8th grade early in October. I'm also talking with youth and families about some other avenues for exploring middle school youth ministry including small groups and after school clubs.

- We have about 20 6th graders who want to start a cooking club to cook for those in need.

- I am back in schools for visits and lunches with youth to continue reaching them at school. We want to develop a "cheer team" ministry to support OLV youth at events.

"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.

- This month we transitioned to twice a month on campus with more off campus activities as we continue to get our feet back under us this year.

- We'll also start offering more events on campus that don't happen in the youth room – things like IGNITE, family game nights, sports competitions, etc.

What about parish college students and young adults?

Local young adult ministers from regional parishes are planning a resumption of formal, in person ministry to young adults this Fall. We have discussed how to take Theology on Tap out of a "maintenance mode" and put it into "mission mode." We ran our thoughts by some local young adults as well to make sure we were on point with them. Here are the results of our discussion and planning.

- Theology on Tap will remain a low barrier to entry starting point for young adults who want to grow in faith, or invite a non-Catholic/lapsed Catholic to an event. We resumed on November 11th with a theology on tap on spiritual warfare at Crawford Brew Works.

- We are also planning a series of combined mass, adoration, and social nights for young adults, starting with a Christmas party in December.

-We completed a separate series of meetings for more advanced young adult disciples focused on discipleship skills on October 28th.

We are looking at how to offer some retreat options for emerging adults in this area over the summer. One option includes doing a COR adventure retreat in Utah or Colorado next Spring.

i.

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

a. n/a

5. COMMITTEE REPORTS AND COMMUNICATIONS

a. Generations of Faith Committee (Julaine, -----) Per 8/3 meeting: This may be replaced. Fr Jake will get back to us next meeting.

i. Next meeting

b. Finance Committee (Chad S., Lisa, Luke) (Discussions to be held at board meeting)

i. Diocesan Capital campaign is coming. Probably will not begin 2023

ii. Offertory is off a little

iii. We will know better on budget at the end of the year

iv. The Bishop will leave the Dispensation in place

v. Cozi TV is going away (Dec 26th 7:00 AM). There will be recorded mass available on the web sites.

vi. Christmas bonus \$100 gift card

c. Nominating Committee (All board members)

i. n/a

d. Policy Committee (Chad S., Molly, Tom) (Spring 2021)

i. n/a

e. Strategic Planning Committee (Chad S., Chris, Ann) (Discussions to be held at board meeting as needed)

i. n/a

f. School Improvement Advisory Committee (Chad S., Lisa, Ann, Chris F.)

i. Look into wellness plan after the 1st of the year

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. Parish appreciate Dinner in January

ii. Bazaar went well

iii. New years party planning

iv. Reservation for Christmas Masses

2021	2022
August 24 - Tom P	January 25 – Chris Fox

September 28 - Julaine October 26 - Courtney November 23 - Lisa December 28 - ???	February 22 - Ann March 22 – Chad H April 26 – Tom P May 24 - Molly June 28 - Lucas
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- j. Finance Council Rep (Courtney)
 - i. n/a
- k. Home & School Association (Zoom meeting)
 - i. Will start looking at Catholic Schools Week. Meet after January
 - ii. Trivia was a success
- l. Band and Music Boosters
- m. Assumption High School Rep. (Pat Archer)
 - i. Enrollment – 60 families attended information night
 - ii. The Student Shadow day had good attendance

6. ITEMS FOR BOARD ACTION

- a. Tuition rates for K-8
 - i. Motion - I move that the tuition schedule proposed by Scott County Catholic Schools be adopted at JFK for the 2022-23 school year.
 - ii. 2nd
 - iii. Passed
- b. Tuition benefit for employees
 - i. Motion - I move that the tuition benefit for employees recommended by Scott County Catholic Schools and approved by the pastors be approved at JFK
 - ii. 2nd
 - iii. Passed

7. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION

- a. COVID

8. COMMENTS FROM AUDIENCE and OPEN FORUM

9. CLOSED SESSION NEEDED?

- a. Yes, to inform the board of a staff member's health issue

10. CLOSING PRAYER

Additional Documents/Files to be Sent:

None

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

2021

August 3

September 7

October 5

2022

January 4

February 1

March 1

November 2
December 7

April 5
May 3
June 7