

Lourdes Catholic School – Faith Formation Board

Thursday, October 13, 2011 at 6:30 pm

O.L.O.L. Rectory Conference Room

Approved Meeting Minutes

1) Call to Order.

- a) The meeting was called to order by Board President Jim Kersten at 6:36 P.M.
- b) Board Members in attendance: Andy Werling, Heather VanSeveren, Jim Kersten, Katie Selden, Lisa Britt, Patti Finnegan, Mike Vonderhaar, Jamie Randall, Jenny Preston, Mike Wegmann, Colbie Andes, Steve Weitz

2) Opening Prayer.

- a) Father Jack Gallagher led an opening prayer.

3) Introduction of New Members and/or Guests.

- a) Andrea McGivern Finance Committee member
- b) Lisa Britt is new Assumption Representative

4) Approval of Meeting Minutes from previous month

- a) Motion to approve September 8th Faith Formation Board Meeting Minutes was made by Mike Wegmann, seconded by Mike Vonderhaar and approved by majority of Board.

5) Open Forum.

- a) None

6) Father Tim Report: None

7) Administrative Reports:

- a) Katie Selden – Administrator
 - Lourdes Catholic School will have a tabletop at St John Vianney's Ministry Fair October 22 after 4:30 PM mass and Sunday October 23rd after 7:30, 9:00 and 11:00 AM masses.
 - Review of distributed Principal's Report.
- b) Colbie Andes – Director of Development
 - Review of distributed report
 - Last day will be October 21st. If any questions on ongoing projects, please contact to discuss.
 - New Parishioner list is obtained by Colbie from Parish Office so School can market to these families. Will coordinate with Parish Office and School staff to make sure this continues.

- c) Jennifer Lynch – Religious Education & Youth Group
 - Reviewed written report.
 - Stressed need for 2 more 7th Grade Catechists.
 - St. Celebration big event encouraged as much participation as possible October 26th.
 - Concerns about dark walkways at night after classes. Mike Wegmann will go over light switch locations and make sure all lights are working.

8) Board Committee Reports:

- a) Buildings & Grounds (Mike Wegmann, Jim Kersten)
 - Review of distributed report.
 - LLH cleanup for October 15th postponed until spring after leaves are cleaned up to put mulch down.
 - Boiler Room being cleaned by staff and will not need any large scale clean up.
 - Additional immediate needs - Painting of exterior gymnasium wall.
- b) Finance (Jenny Preston, Jim Kersten, Mike Vonderhaar, Katie Selden, Andrea McGivern)
 - School Budget currently receives over \$500,000 from Lourdes Parish.
 - Discussion of ideas to help increase enrollment; County Catholic Junior High, Collaborate with St. Paul on ideas they may have used.
- c) Policy & Procedure (Heather VanSeveren, Jamie Randall)
 - Policy 210.4a first reading. Motion by Mike Vonderhaar, second by Steve Weitz and approved by all.
 - Policy 210.1D first reading. Motion by Mike Wegmann, second by Steve Weitz and approved by all.
 - Distribute Diocese Policies 220 and 501.1.
- d) Public Relations / Marketing (discussed with Director of Development)
- e) Executive (Father Tim Sheedy, Jim Kersten, Jenny Preston, Steve Weitz)
None

9) Special Interest Group Reports:

- a) Home & School Association (Patti Finnegan)
 - Reviewed written report. Bean Bag Tournament underwriting went out, so far approximately \$4000 raised in underwriting.
 - Some funding for Red Ribbon week is no longer available from Bettendorf School District.
- b) Teacher Representative (Andy Werling & TBD)
 - Conferences went smoothly; early conferences were viewed as a benefit to address issues early on in the school year.
- c) Scott County Catholic Schools Advisory Board (Katie Selden, Jim Kersten, Steve Weitz)
 - Discussed distributed minutes with highlight of financial implications of possible new State of Iowa Public School salary tiers.
- d) Religious Education Parent Group (OPEN)
- e) Assumption High School (Lisa Britt)

- Discussed written report.
- f) Pastoral Council (Jim Kersten)
- School office help was approved. Will need to interview potential staff.
- g) Boosters (Andrew Werling)
- Discussed written report.
- Question was asked about rental of gymnasium by outside groups as a possible fundraiser. Wendy at Church office would be person to coordinate this with.

10) Old Business:

- a) Invitation of Iowa DOT Rep to discuss I-74 to Tri-Council Meeting
 - DOT or representative will talk next Tri Council Meeting.
- b) Strategic Plan for Lourdes Parish
 - A new strategic planning committee will be formed including Faith Formation Board members and other school stakeholders
- c) FFB Alternate
 - Still in need or alternate.

11) Review Action Items:

- a) Lourdes School will participate at St. John Vianney Ministry Fair.
- b) Lights in courtyard are being looked at and encourage anyone to bring issues like this to the attention of the Administrator and Building and Grounds representative.
- c) A Strategic Planning committee is being formed and interested school parents are encouraged to participate.

12) Next Faith Formation Board Meeting: Thursday November 10th at 6:30 (Rectory Conference Room).

13) Adjournment of regular session.

Motion was made by Mike Wegmann, second by Steve Weitz and approved by all to adjourn meeting.

14) Executive Session – Motion made to go into executive session. Motion made to adjourn executive session.

Respectfully Submitted,
 Steve Weitz
 Faith Formation Board Secretary