

**ST. TIMOTHY PARISH
PASTORAL COUNCIL MINUTES
September 4, 2013**

PRESENT: Father Bolte, Father Jacob, Phil Sheehy, Paul Stratman, Rick Harvey, Erica Kohlman, Sue Keller, Miriam Burkart, Trey Nix, Carl Gilman, and Jeremy Hayden.

ABSENT: None.

GUEST: Tony Riegling, principal of St. Paul's school.

CALL TO ORDER: Rick Harvey called the meeting to order.

OPENING PRAYER: Trey Nix

FINANCE: Father discuss that collections remain flat and are not keeping pace with the general macro-economic improvement. Consistent with the past several years, we are not budgeting for an increase in collections this year. The good news is that collections did not dip significantly during the recession. As in past years, we finished last year in the black and the excess was contributed to the capital fund.

APPROVAL OF JUNE MINUTES: approved unanimously.

PILLAR REPORTS:

- **WORSHIP:** Miriam Burkart -- presented the Pillar Report from August 14, 2013 (report attached).
 - **OUTREACH:** Phil Sheehy -- no report; Sue Keller will be replacing Phil going forward as Phil has a scheduling conflict with the monthly meeting date.
 - **ADULT FAITH FORMATION:** Paul Stratman -- presented the Pillar Report from August 28, 2013 (report attached).
 - **YOUTH FAITH FORMATION:** Father Jacob -- presented the Pillar Report for September 2013 (report attached).
 - **EDUCATION:** Erica Kohlman -- presented the Pillar Reports for September 2013 (reports attached – Preschool-Kindergarten and PSR). Tony Riegling, St. Paul's principal, also reported on St. Paul's school. There was discussion on adding the principal of St. Paul's school (Tony) as a member to the Council.
 - **COMMUNITY:** Carl Gilman – encouraged enthusiasm and participation for Oktoberfest; no written report.
-

PASTOR'S REPORT: Father Bolte discussed:

- Council meetings -- will continue to meet at 7pm (Room 5 in the Parish Center).
 - Baptismal Font -- still working on funding.
 - School Update -- Fr. Bolte covered a PowerPoint presentation on the potential expansion plans for the school to cover grades K-8. The focus and differentiators for the school are faith formation and service learning. The church informational phase presentations are scheduled to start the week of September 29th.
 - Discussion of Mass attendance.
-

NEW BUSINESS:

Opening Prayer for October – Paul Stratman

Closing Prayer for October – Sue Keller

CLOSING PRAYER: Carl Gilman

Respectfully submitted,
Jeremy A. Hayden
Jeremy A. Hayden

[ATTACHMENTS FOLLOW]

Worship Committee Meeting Minutes

August 14, 2013

Old Business

▪ **Instruction cards for the Credence table:**

Kathleen emailed Steve Alley. This item will be on the priests & deacons agenda Friday, August 16.

▪ **By-Laws discussion:**

By-Laws might need to be discussed along with the Evaluation at the October meeting.

- We decided to send out our availability to support other committees instead of trying to initiate.
- Perhaps Worship Committee should send a representative to Pastoral Committee instead of the other way around.

▪ **Our Lady of Fatima statue:**

- Bob & Joyce DePue have been instrumental in coordinating this event. They will pick up the statue at the church in Louisville and Judy Studer at the airport on September 25. When not in Church the statue will be with Bob and Joyce at their home.
- The statue will spend Thursday, Sept 26, with the Passionist sisters. The statue leaves Sunday.
- Katie is looking into getting a base for a Marian procession from Fr. Cleves.
- Kathleen is ready to send information to Jeanette Bolin to get the message out to the diocese. (through 740AM Sacred Heart Radio, and/or bulletins at other parishes).
- The statue will be on the altar like it was in May for the May crowning.
- Kathleen will let Art & Environment know about flower needs.
- Laura will advertise the September 25, 10AM Mass in the homeschool forum.
- The monthly Adoration for Vocations has been moved from the first weekend in October to the Fatima weekend (Sept 27-28). It will run from 10:30 Friday morning to 3:30 Saturday morning. Laura confirmed this with Cherye Morgan.
- *Rosaries will be said that weekend before the Masses.*
- www.thefatimastatue.org
- Sidenote: Pope Francis will be consecrating the world to the Immaculate Heart of Mary October 11-13. The real Fatima statue is going to Rome.

Pastoral Report

- DPAA & Baptismal font: This is still in the works.
- Candles: At one of the recent Saturday afternoon Masses, one of the servers was hurt when he tripped with a candle. The candle wax ended up across the altar server's face. Oil lamps might be a good solution. St. Pius X uses them. Art & Environment is looking into paraffin cylinders.

Music Ministry

- STYM Youth Kickoff Mass: September 7 at 4:30 Mass.
Katie will email Tim McGilloway to coordinate music. We're hoping to make the Mass more relevant to the teens.

Bereavement Committee (Joyce DePue)

- There will be a meeting on September 2 to begin planning for the All Saint/ All Souls Mass.

Art and Environment (Eileen Schutte)

- The window clings are up and look great!
- Toe Strips: Laura still needs to meet with Fr. Rick for approval.
- We need a family in the parish to care for and move Mary & Joseph during Advent. The Challenge Girls or STYM were suggested.

Welcome Home Sunday

Katie is in the process of communicating with Dave Proffit. Sarah suggested mailing out bright yellow postcards that said something like, "If you haven't been in a while..." Katie suggested using the database to see who is not regularly attending and use that list for mailing. Sarah said she'd help with labels and stamps. It was suggested to propose to Dave to tie Welcome Home Sunday in with a Feast Day or beginning of Advent or Lent.

New Business

- **October Rosary:**
 - Twila will coordinate people to lead the Rosary before Masses for the month of October.
 - Of utmost importance is that we start on time and end when the priests are ready no matter what.

Adult Faith Formation Report

September 2013

AFF Committee

Meeting August 28, 2013

- Deacon Dave is checking with Bob Depue how the Adult Faith Formation Committee can help when the Statue of Fatima is here.
- October 21, 2013 has been reserved for *Ask Father* in Brodnick Hall at 6:30 for fellowship with the session beginning at 7:00.
- Fr. Bob Rottgers has been approved by Fr. Bolte to do a presentation on Exorcism. Deacon Dave is checking with Fr. Bob on dates during Lent in 2014.
- Fr. Jacob is willing to give a talk on Hinduism. We are talking possible January or February of 2014.
- During the Adult Vacation Bible Study in June five people signed for "If interested in Adult Faith Formation Committee please check here". Pat will send out an email inviting them to attend the next meeting to see if they would like to join.
- Advent Wreath making is set for Saturday November 23, 2013. Will send flyers home with our students.
- Carol Ann is checking with Lisa, (the pastor from the church across the street) to see if they would be interested in doing an event together. If so, we will approach Fr. Bolte for permission to do this.
- Pat brought up Ed Colina as a speaker. He goes to Kenya to do God's work. He will talk on what he does and why he got started.

Christ Renews His Parish Continuation Committee

Meeting August 27, 2013

Rekindle The Flame: The meeting centered on the Rekindle the Flame day of reflection scheduled for Saturday November 2, 2013.

The title of the day will be "Rekindle the Flame: The Year of Faith".

The committee decided on four witness presentations for the day as follows:

- Staying Strong in Our Faith in Today's World
- Staying Strong in Faith During a Time of Suffering or Loss
- Faith and Leadership – Fr. Bolte
 - Discussion with Fr. Bolte. As our pastoral leader of this large parish, the concept is to hear how his faith keeps him strong in his vocation and in dealing with the challenges of leading a parish
- Faith and Action

The day will close with time for parish ministry leaders who would like to come to the podium and briefly describe their ministry and ask for help for upcoming events (if they have one).

The day will start with arrival at 8:00 AM and begin with Bible Enthronement at 9:00 AM. We will have an hour of adoration and Scripture before lunch and Scriptural Rosary in the afternoon.

Youth Ministry Report

September 2013

Accomplishments:

- We have attracted approximately 10 new incoming freshman over the summer
- We have conducted 2 outdoor movie nights which were great successes!
- We had a great mini retreat where we had the kids for 5 hours. Talks were given by past STYM alumni, had small group discussions and then had Adoration. It was great!
- We had a successful trip to Kings Island and had 20 youth attend.
- We had a successful volunteer event at Lifeline Ministries where we had approximately 25 youth pack 400 backpacks with school supplies for their back to school event. We will make Lifeline Ministries a regular part of our outreach in the coming year by going to their location every other month to help them sort clothes, restock their food pantry or whatever else is needed.
- We had a great Social night on July 14. We had 20 youth attend.
- Our new youth room audio / visual equipment is 95% completed. We will now be able to use this room to watch movies and listen to music.
- We had our annual canoe trip on Aug 25 with 13 youth
- Paul and Tim have completed the STYM calendar for the new School Year and have reviewed it with the adult volunteers. Spiritual focus of the new year will be Scripture and Tradition. Bibles will be issued to all the youth and we will use them lots throughout the year.

Upcoming events:

- STYM Kick-off on Sept 7

St. Timothy Preschool and Kindergarten Report

September 2013

Preschool and Kindergarten: The preschool and kindergarten staff joined the parish staff on our annual canoe trip. Everyone came back in one piece and no broken bones were reported. The preschool and kindergarten staff returned on August 19th to begin the 30 hours of in-service before the school year began. During this time we worked on strategic planning, curriculum alignment, CPR, Blood Borne Pathogen Training, Policy and Procedure Changes and we also attended a workshop on a new initiative, Handwriting Without Tears. The Handwriting Without Tears Initiative is a very big change to our curriculum, but it is a necessary one. Hopefully we will see some drastic improvements in the children's handwriting and drawing skills.

Enrollment for the kindergarten is at 26 with the potential of one student moving in late November. The preschool has 142 students enrolled which leaves us with the grand total of students at 168

Kindergarten Camp: This year we hosted the 3rd annual Kindergarten Camp. The children came to class for two afternoons where they rotated between several centers. During the centers, baseline assessments were completed so that on the first day of school, Mrs. Lawler knew exactly where to place each child so that he/she could achieve at the highest levels. Most schools spend the first several weeks of class time getting baseline assessment. After the two afternoons in the classroom, the children and their families went to a park and had a picnic and the final day of kindergarten camp included the parents coming to school for orientation. The parents were thrilled with the camp and the teaching staff felt that it was a huge success as the children were more comfortable on the first day of school. The Kindergarten Camp was funded by the proceeds from the chicken dinner.

Special Needs Program—Resource Room (PSR):

We have six students registered for the resource room. The resource class will meet twice a month during the 9:30 mass time. I will be meeting with the resource team on September 16th for training and classes begin the first Sunday in October. Parent feedback from last year's program was wonderful. They were very pleased with the program and appreciated the faith buddies assigned to each student.

Sunday Preschool (PSR):

August/September are extremely busy for all programs. We have all of our catechists and helpers for the Sunday Preschool Program and we are ready to go on September 8th.

St. Paul School Report

August 26, 2013

- School has begun well. Personnel are in place in all areas (see more below). The building was well prepared. Faculty have gotten the students off to a great start. Students seem well prepared and are getting down to working nicely.
- Our current student count is at right. The two columns compare student count at this time last year with this year. The numbers are obviously down. There is no specific pattern as yet regarding the reasons parents chose another school for their children. By next meeting, I will have attempted contact with all the parents whose children did not return to chat with them about the factors contributing to their decision. We had 403 students in May, 2013.
- Carol and I will review the budget to determine the fiscal position based upon the actual student count and the actual cost of personnel. Where possible, we will make the appropriate adjustments.
- We do have some personnel changes. We said farewell to Pat Ross (retiring) and Colleen Collins in the cafeteria; Connie Aylor (3rd grade), Leslie Larkin (4th grade), and Sherri Wendefer (4th grade) have retired; and Joyce Kramer (Library) left to pursue other opportunities. Deanna Lalley (K), moved to the maintenance crew. We are saying "hail" to several others. Miss Samantha Smith (a St Paul grad) will join us as 4th grade teacher. Mrs. Barbara Kopyay will also be joining us as a part-time 4th grade teacher. Mrs. Danelle Delaney joins us in middle school. Mrs. Angela Hartwig has taken on the duties as Librarian. There may be other adjustments to our staff, and I'll pass them along as they happen. I am sure you will enjoy getting to know our new staff members.
- There are some changes to the cafeteria program for this year. The program is now totally managed by the diocese. Lunch menus are prepared by the Diocesan Food Service Manager. Meals are then prepared by the staff here. Mrs. Kerry Holtman and Mrs. Elisa Winterman have joined the cafeteria staff. Monies collected for lunch go to the diocesan program. A portion of that is rebated to the school to help take care of operating costs.
- Over the summer, many folks have helped make some improvements in our building. As you approach, you will notice the pipes at the northwest corner of the school. Duke Energy has replaced our old gas meter with a much smaller and more accurate model, and relocated the meter to outside. Duke can now read the meter electronically and will no longer need to interrupt music class to do so. Our office area has new carpet and paint. The flooding issues have been addressed with repairs and modifications to the drainage system. Many thanks to all of those who helped coordinate and accomplish the work.
- Our scores for the spring round of testing meet the current criteria for the Blue Ribbon award. The criteria are published each year with some adjustments possible. We expect the new announcement to be published in mid-September. We will evaluate the new criteria and reapply if possible. I have some experience with the process and believe we can qualify.
- As a faculty, we have committed to pursuing a mastery of two highly compatible and related professional development tracks. Response to Intervention (RTI) is a data-driven approach to helping students improve their lesson mastery. Professional Learning Communities (PLC) is a proven approach to collegial working practices throughout the school. The degree and skill with which faculty work and learn together has been identified as critical to the long term success of a school.
- On a personal note. I am very happy to be on board. I am enjoying getting to meet everyone – adults and children. I am so very impressed with the strengths of the faculty and the commitment of the entire community to our success. I look forward to a great year.

Gd	12	13
K	39	33
1	41	41
2	45	36
3	67	40
4	42	57
5	37	40
6	52	35
7	39	47
8	48	41
Total	410	370
Table 1		

Dr. Tony Riegling, Principal