

Immaculate Conception Church & School
Parish Pastoral Council Meeting Minutes – December 7, 2017
(November and December meetings combined)

The meeting was called to order at 6:00 pm. The Council members began the meeting by praying the Our Father. Continuing the discussion on our Parish Mission Statement and discipleship, Steve Smith asked the Council to think about what we have done for the church today.

Members in attendance: Father John Mitchell, Steve Smith, Kathy Fraser, Kathy Johnson, Dave Kellner, Marcus Paulson and Sandy Sichak.

Approval of Previous Meeting Minutes: The Council approved the Minutes of October 26, 2017.

Financial/Administration Report: Copies of the Profit and Loss Summary, July-October, 2017, which included the figures from Fun Fest, were handed out and discussed. Envelope donations continued to be under budget. People are responding generously to the Close the Gap initiative.

Kathy Fraser reported she is working on implementing the Archdiocesan Financial Manual. It is a 'best practice' policy and a requirement of our PACE and PRISM programs in which we get a 20% discount off of our liability, property, and work comp insurances if we meet all requirements. Those insurances are in excess of \$60,000 collectively.

Kathy reported the chart of accounts was OKed by the Archdiocese.

Liturgy Ministry Report: Preparations are underway for Christmas Masses and for Cabaret.

Pastoral Ministry Report:

Complete since last month:

- The Memorial Service was attended by over 100 people and most families stayed for fellowship in Maranatha Hall.
- 282 pairs of children's socks were donated to SACA (Southern Anoka Community Assistance) for the children of our community. Catholic Charities Opportunity Center will receive 489 pairs of men's socks, 155 pairs of women's socks and many bags of personal hygiene items at the Saturday breakfast.
- The Giving Tree program will end December 10th and the response has been great. Details will be reported next month.

Preparing:

- One Memorial Service with lunch and one Funeral, both on December 8th
- Funeral Lunch Volunteers Christmas Party
- Pastoral Care Christmas Pot Luck Lunch

Education Report:

Updates:

- We have 148 students registered for the school year. We continue to conduct tours quite regularly.
- The Preschool/Kindergarten Play Date and Open House for K-8 that we hosted on Saturday, November 4, 9:30-Noon was successful in that 73 people attended that are part of the school (students, parents) as well as 4 new families. We shared a stocking cap with the children as a gift for attending. Items like this are purchased through grants we receive from CSCOE (Catholic Schools Center of Excellence).

Blended/Personalized Learning Program and Academics:

- Continuing with station rotation in the classrooms
- Using data to create instructional goals for students with what we have learned in the past several years, as well as now continued guidance from Achievement Network professional development, paid for by the GHR Foundation through a grant.
- We also are working with Tierney Brothers, who are specialists in technology. They send a support person out on December 9 to meet with each teacher to review the NWEA MAP assessment data in reading and mathematics. This effort is supported by CSCOE.

Opportunities:

- Our Advent project is a food drive for the Franciscan Brothers of Peace. They approached us to help with the food drive. The brothers will join the students for lunch on Thursday, December 14 and have students help pack the food in boxes.
- This year we are furthering our work with service opportunities for our students, documenting the hours and reflecting upon the meaning.

Marketing:

- A new banner is going to be installed on the south wall of the school. There has been a delay in the installation date for the past month.
- We were invited to again run an ad on Relevant Radio for one week during the end of January during the Catholic Schools Week. A business sponsors our ad.

Fundraising and Upcoming Events:

- Our fundraiser, Give to the Max Day was held on Thursday, November 16. We earned \$4,537.92.
- School Advisory Council sold Poinsettias that may be for personal use or as memorials for loved ones. These will be part of the Christmas decorations in church during the Christmas Season. The personal ones are in the Mezzanine and are ready for pick-up.

Other Activities:

- Basketball season has begun and our A Squad Girls won the 36th Annual Tip-Off Tournament we hosted in early December.
- Preschool students performed their Christmas songs in a concert on December 5. They did a wonderful job!
- We have two concerts next week: December 12 and December 14.

Faith Formation Ministry Report:

- 37 students participated in First Reconciliation
- There were 5 inquiries about RCIA
- On December 15, 26 of our youth will be attending Winterblast

Capital Campaign Report: The light bulb replacements in the lower ceilings in the church have been completed and work is continuing on the electrical panel in the sacristy.

The window lenth in room 305 in the school is leaking. The estimate to repair it is approx. \$30,000.00.

Steve Smith is meeting with the City for approval on the parking lot repair project. A surveyor will be doing a survey report in preparation for the project work.

The Fellowship Hall carpet and debt pay down have been delayed.

Additional weather stripping will be installed on the new front doors of the church.

The Capital Campaign fund continues to grow as pledged money comes in which will be used to pay for planned projects.

Growth and Development Report: The Discipleship Committee is hosting a Holy Family Retreat on December 16th and are working on marketing the event.

The Committee served supper to the Faith Formation families on December 6th.

The Men's Group events are going well.

The November Fireside Chat was held in Fellowship Hall and was attended by 20 people.

Other Business: New cards and bingo format were used at the November Bingo event.

The next meeting will be a joint meeting of the Finance Committee, the School Advisory Board and Parish Council. It is set for Tuesday, January 9th at 6pm in Fellowship Hall.

The next Parish Council Meeting will be held Thursday, February 22nd in the St. Clare room in the school.