

# MEETING MINUTES

St. Bruno Parish Pastoral Council

St. Paul Parish – St. Matthew Room

**MISSION STATEMENT: St. Bruno Parish is a community of people sharing a common faith in the teachings of the Catholic tradition. We come together to worship God and to spread the Good News that Jesus gave us. Through celebrating Christian unity, we provide emotional support and practice the works of mercy.**

---

*Date | time* 10/23/2018 6:30 PM -8:30 PM | *Meeting called by* John Hoffman

---

**Council Members Present:** Fr. Dan, John Hoffman, Eileen Rudnick, Steve Paquin, Michelle Michel, Pat Seegers, Kelly Wiza, Cindy Maloney, Kathy Galando, Mary Pfaff, Britney Fowler

---

Excused:

| Time        | Item   | Owner   |
|-------------|--|---------|
| 6:30-6:35PM | Opening Prayer   | Fr. Dan |
| 6:35-6:50PM | Mary MacDonald – St. Bruno Principal to give an update on the school. <ul style="list-style-type: none"><li>- She is very happy to be here and really feels it is a special place</li><li>- Enrollment is 107 students<br/>Choice program is part of this enrollment boost from 2 years ago when enrollment was in the 80's (20 choice students now)</li><li>- Lots of staff members are very happy and dedicated to the school</li><li>- Principal and teachers work together and share each other's goals, collaborate, visit each other's classrooms</li><li>- A quote from Mr. Eddie Phillips – "Every year we are focused on making St. Bruno a positive place to learn, grow, and experience life. We do this by providing opportunities such as: a middle school play, the Rake and Run, Student Council, Spanish class, special graduation events, hands-on faith development activities for our youngest students, outdoor classrooms, participating in Operation Christmas Child, server training for Masses, Theater Arts classes, pairing classes for buddies, and many, many more.<br/><b>Finally, we have an extremely dedicated staff that puts a great effort into making St. Bruno the positive and successful place that it is."</b></li></ul> |         |

## SERVICE

175 minutes of service time for each teacher. This is in honor of the 175<sup>th</sup> anniversary of the Milwaukee Archdiocese.

1. Mr. Phillips to organize Rake and Run this year raking other's yards
2. Welcome weekend in November – make cookies and thank you notes to share with parishioners, want students to be aware that the parish is involved in the school)

## ACADEMICS

- Continue to grow high quality of academics. Working to identify special needs learning students. Evaluating students for reading and math to bring students to the appropriate grade level (Mrs. Freres is a reading specialist
-

and she wants to help work with students for reading and dive deep testing on how to bring them up to an appropriate level for them with different strategies, monthly meetings)

- Approval for Title II Program funds from KM. \$2,000 available for school educational consultant (Bethe Zander). She is a recently retired school psychologist from Waukesha Public Schools. She will help us identify many aspects of life at St. Bruno School that can be coordinated, evaluated and developed. Will work with her to collect data, analysis, goal setting, and assessment for all student achievement levels.
- Survey of parents to make sure school is providing what we want (will create a school improvement plan based on these findings)

#### GRADING AND ASSESSMENT

- Move completely to standards-based learning and grading. Grading on rubrics (chart) so students can see their progress (not A B C D) Students would be a 1,2,3,4 more individualized approach and less competition among students.

#### STAFF INVOLVMENT

- In the process of creating the teams for the listed items.
  1. Help evaluate when to replace curriculum so that we can space the spending every year
  2. Response to Intervention
  3. Safety – reasonable safe plans are being put in place, practice drills, number windows
  4. Technology – always needs monitoring and updating
  5. Catholic identity

#### CATHOLIC IDENTITY – goal to earn the exemplary award for 2020-2021

- ST BRUNO FEELS LIKE A FAMILY  
Buddy classes, outing, activities, lunch, older (responsibility) younger (feel good about being with an older student)

#### STAFF DEDICATED TO EACH CHILD

- Child care sounds like will be taken care of

6:50-7:00PM

Fr. Dan Report

Fr. Dan

- Challenges us to bring others to Rich Curran talk
- Went to an “Amazing Parish” Conference
  - o All parishes were represented
  - o Priest from Canada was the facilitator
  - o Many priests didn’t know what they were going to what makes parish amazing (and facilitators couldn’t answer the question)
    - Ways to alleviate the priest of the administrative duties
    - Priests supposed to meet with their team every week (Some said every day)
  - o This program is meant for priests with one parish
- Going to process the information and then have a joint meeting with both parishes and some things they could benefit from

- A few things that they can implement to help work more efficiently and effectively

NOVEMBER St. Paul's will conduct stewardship assessment

- Barb Vite to come back
- Next month start with St. Paul's and us later stay at St. Bruno and start at 7 so Fr. Dan will be there at 8.
- DO the assessment, set priorities on what they want to accomplish with stewardship, from that create a stewardship plan that will guide us for the future.
- Guatemala - Sharon needs to contact all the donors and let them know it isn't going to Guatemala any more. Instead the funds will go to the Archdiocese's sister parish in the Dominican Republic

|             |              |      |
|-------------|--------------|------|
| 7:00-7:15PM | Old Business | John |
|-------------|--------------|------|

1. Eyes and Ears
  - Music last Sunday (Contemporary Mass music)
  - 3 people commented and said they loved the music and trying to get the younger people in church
2. Joint Safety Meeting Update
  - Ushers asked for another meeting/training
  - First meeting was very informative Lt from Waukesha Sheriff's Department, knowing where they are and assessing threats
3. St. Bruno Stewardship Assessment
  - Goal is for this to help us create a vision for what we want to do for the future
4. Confirm everyone and their subcommittee knows about Common Meeting night
  - We are going to desserts and donate left overs to St. Ben's
  - Coffee, milk, juice, water
5. Reminder for everyone to promote Rich Curran
6. Michelle was going to look into getting the book Barb handed out to the St. Paul's PC
  - Fr. Dan suggested waiting on this for now, as the St. Paul PC is farther ahead in this than we are.
  - She talked to liturgical press and they would give them to us for \$10.
  - Michelle will order them
  - Planning for second mini retreat in February then the next step would be the assessment

|             |              |      |
|-------------|--------------|------|
| 7:15-7:30PM | New Business | John |
|-------------|--------------|------|

1. Annual Reports from 5 Committees
  - Faith formation to report next month
2. All Sub-committees need to have their meeting minutes posted to the website. They should be emailing these to Jan Lamparski for posting.
  - Stewardship, Faith formation, Building and Grounds all need to submit their minutes
3. John Bosco Youth Day update

| Time        | Item  | Owner       |
|-------------|---|-------------|
|             | <ul style="list-style-type: none"> <li>- Teenagers were amazing and the event was incredible. The church is not dying. John would like to see a group from St. Bruno's next year</li> <li>- Would be great for 8<sup>th</sup>-9<sup>th</sup> graders</li> <li>- Should share with the Faith Formation Group and help promote next year (Amy Golden too)</li> </ul>  |             |
|             | Raffle was a success and netted more than they budgeted for.  |             |
|             | Regarding   |             |
| 7:30-7:40PM | Approval of Minutes – September 2018<br>Motion to approve was accepted  | Britney/All |
|             | Thank you Cards   | John        |
|             | <ul style="list-style-type: none"> <li>- Jim Brahm and Wayne Schwister for raffle</li> <li>- Michelle Lemke-Geyer and Ahren Geyer for organizing St. Bruno Team for the Catholic Schools Soles walk</li> </ul>  |             |
| 7:40-8:15PM | Committee Reports   | All         |
|             | <ul style="list-style-type: none"> <li>- Sign up for St. Ben's</li> </ul> Prayer and Worship Committee Meeting <ul style="list-style-type: none"> <li>- See notes from Kathy</li> <li>- Servers register online, REALLY need servers               <ul style="list-style-type: none"> <li>o Should mention something to Mary MacDonald. Could that count as volunteer hours for the school kids? That way there could be some incentive for kids and parents</li> <li>o Should train them at school masses and then to the Sunday masses</li> </ul> </li> <li>- Devotion book is going to be distributed by the bereavement committee (Plenary indulgence to pray for poor souls at cemetery during the first week of November)</li> <li>- It was mentioned that the Christmas Day Mass music was a little disappointing because only one cantor               <ul style="list-style-type: none"> <li>o Suggestion for having a children's choir at that mass?</li> </ul> </li> </ul> |             |
|             | APC is next week  |             |
|             | <ul style="list-style-type: none"> <li>- Each parish to provide an update</li> <li>- Stewardship incentive</li> </ul>   |             |
|             | Guatemala mission   |             |
|             | <ul style="list-style-type: none"> <li>- Regarding the Guatemala mission. Parish Council would like to approve that the funds that were intended for the old Guatemala mission be redirected and now sent to the Archdiocese's sister parish in the Dominican Republic. Sharon Burt should be updating all past donors so they are aware of where the funds are now going.</li> <li>- After updating the donors do we want to do an announcement on the weekend at masses?</li> </ul>   |             |

| Time        | Item  | Owner |
|-------------|---|-------|
|             | <ul style="list-style-type: none"> <li>- Stewardship to have supply of envelopes (Guatemala) should be taken off the envelopes</li> <li>- Should be in the bulletin for a few weekends</li> </ul> |       |
|             | Mary Pfaff encouraged all of us to pray for the poor during the month of November and will leave a prayer book for us in the Usher's Room.  |       |
| 8:15-8:25PM | Calendar of Events<br>Wednesday, November 7 – Rich Curran talk at St. Paul's  | John  |
| 8:25-8:30PM | Closing Prayer  | John  |

## Committee Reports

| Committee:   | Report:   |
|--|---|
| <b>APC: Cindy Maloney and Eileen Rudnick</b>   | •   |
| <b>Communications: John Hoffman</b>  | •   |
| <b>Faith Formation</b><br>(1 <sup>st</sup> Monday - every month)<br><b>Eileen Rudnick</b>        | October meeting was cancelled because a number of committee members were unavailable.   |
| <b>Human Concerns</b><br>(2 <sup>nd</sup> Tuesday – every other month)<br><b>Michelle Michel</b> | Did not meet this month   |
| <b>Prayer &amp; Worship</b><br>(4 <sup>th</sup> Monday – every month)<br><b>Kathy Galando</b>    | Lay Ministries <ul style="list-style-type: none"> <li>• Results of Sign up Weekend (Sept 8-9) after masses. All ministry heads were to get results</li> <li>• Mass of Remembrance scheduled for Nov 5: Combined with St. Paul's and to be held at St. Bruno.</li> <li>• Devotion book – Mary Pfaff – Novena for the relief of the Poor Souls in Purgatory</li> </ul> Ringing of the outside bell <ul style="list-style-type: none"> <li>• Ushers ringing the bell (either by themselves or with youth)</li> <li>• We do have gloves and hearing protection</li> </ul> Planning for Advent |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• Begins the first week of December</li> <li>• Theme: Maranatha</li> <li>• Dec 1 committee will put up the Advent wreath</li> <li>• Dec 15 committee will put up the trees but won't light them</li> <li>• Moving manger over due to railing</li> </ul>  |
| <p><b>School</b><br/>(2<sup>nd</sup> Monday – every month)<br/><b>Britney Fowler</b></p> | <p>Golf outing – no new updates</p> <p>New Business</p> <p>Grandparents day</p> <ul style="list-style-type: none"> <li>• Need to make more about a focus on spending time with kids as opposed to buying books <ul style="list-style-type: none"> <li>◦ Maybe flip flop the schedule with not so much emphasis on the books</li> </ul> </li> </ul> <p>Bookfair Feedback</p> <ul style="list-style-type: none"> <li>• Thinking about changing to closer to the holidays</li> </ul> <p>Passport for Volunteer - Feedback</p> <ul style="list-style-type: none"> <li>• Successful? Not many turned in</li> <li>• Looking into ideas on how to make this more successful and promote next year</li> </ul> <p>Safety Grant Update</p> <ul style="list-style-type: none"> <li>• Waitlist for the second round of funds for the state (Should know by Nov 1)</li> <li>• Bob Leonard talk about student and staff approach if there is an intruder with police officers</li> <li>• Fire safety next week with local firefighters</li> </ul> <p>Health Initiative Update</p> <ul style="list-style-type: none"> <li>• Program all grades offered by CHW <ul style="list-style-type: none"> <li>◦ Anti-bully, mindfulness, healthy foods</li> </ul> </li> <li>• Health class???</li> </ul> <p>Curriculum Feedback from Staff</p> <ul style="list-style-type: none"> <li>• Working on setting up a curriculum committee (faculty committee)</li> </ul> <p>SCRIP Update &amp; Set up help for parents, family members</p> <ul style="list-style-type: none"> <li>• Tuition credits approved by finance</li> <li>• Have to go onto the website on the phone to get the app on the phone</li> <li>• <a href="http://www.shopwithscrip.com">www.shopwithscrip.com</a></li> </ul> <p>Family Game night – October 12</p> <ul style="list-style-type: none"> <li>• Everyone bring games</li> </ul> <p>Soles Walk</p> <ul style="list-style-type: none"> <li>• Arranging a bus to go down to the walk</li> <li>• Tons of shoes</li> <li>• Plan for the crazy hats</li> </ul> |

|  |  |
|--|--|
|  | <p>Aftercare</p> <ul style="list-style-type: none"> <li>• Work in progress still</li> </ul>  |
| <p><b>Building &amp; Grounds</b><br/>(2<sup>nd</sup> Tuesday every month)<br/><b>Pat Seegers</b></p> | <p>Did not meet in October</p>   |
| <p><b>Stewardship</b><br/><b>John Hoffman</b></p>  | <p><b>OLD BUSINESS</b></p> <p>* <b>Annual Parish Picnic – 10-10-2018</b> about 150 attended, good weather, food and NO bees! Some suggestions for next year: possible dessert contest – pies/cookie? More discussion next year. Add sauerkraut and maybe some Music?</p> <p>* <b>Status of 2018 Raffle Total collected as of today \$10,400 Goal of \$14,000 with a Payout of \$7,000 for a \$7,000 Profit</b></p> <p><b>Drawing on Sunday, October 21, 2018 at 11:45 a.m</b></p> <p>Directions for those doing the drawing:</p> <p>--<b>Check Mail Box</b> outside Ottawa Avenue parish, for tickets before 4:00 p.m. Mass</p> <p>--Have ushers <b>check collection baskets</b> for tickets and place in the drum <b>before</b> drawing @ 11:45 a.m. All money place in gold envelopes and drop in safe.</p> <p>--<b>Gather kids</b> to pull 13 ticket stubs @ 11:45 a.m., draw tickets one at a time. 1<sup>st</sup> stub is big winner, (\$5,000 – must complete a 1099 form), the 2<sup>nd</sup> and 3<sup>rd</sup> stubs are each a (\$500) winners, and the next 10 stubs are each a (\$100) winners.</p> <p>--<b>Announce</b> winner’s name to those present at drawing use microphone</p> <p>--<b>Write</b> winning amount on each pulled ticket stub</p> <p>--<b>Log</b> each winner, with name, amount, and phone number</p> <p>--<b>Post</b> winner’s stubs on large board</p> <p>--<b>Make phone call</b> to each winner with the prize they won and how to collect – checks will be mailed</p> <p>--<b>Submit winners list</b> and <b>ALL stubs to parish office</b></p> <p>--<b>Secure remaining ticket stubs and drum</b> for Parish Office/Fr. Room for possible future audit by parish or State of WI</p> <p><b>NEW BUSINESS</b></p> <p>Discussed New Parish Member Signup Weekend without Betty there.</p> <p>This Weekend very busy. Cookie and Donut Sunday, Raffle Drawing, New Parish Members Signup and Blood Pressure Testing.</p> <p>Cover Saturday, October 20, 2018 at 4:00 p.m. Mass <b>Mark K.</b></p> <p>Cover Sunday, October 21, 2018 at 10:30 a.m. Mass – <b>John Galando</b></p> |

|   |   |
|---|---|
|   | <p>St. Bruno Welcome Folders are in the drawer in the Parish Meeting Room along with pledge card folders.</p> <p><b>NEXT MEETING</b> is scheduled for: <b>January 14, 2019</b></p>  |
| <p><b>Finance</b><br/><b>Cindy Maloney and Kelly Wiza</b></p> | <p>Finance Council meeting held on 10/15/18:</p> <ul style="list-style-type: none"> <li>• Mary MacDonald (school principal) attended meeting to participate in fundraiser policy discussion. New policy is drafted for council review to be voted on in November. Fundraising applications to be submitted to Finance Council for approval during annual budget process.</li> <li>• Michelle Vandehouten presented Online bidding technology for use during school auction. She has experience with the technology and it has potential to increase bids. Motion was passed to pay for this technology to be used for Men Who Cook.</li> <li>• Capital Expenditures: <ol style="list-style-type: none"> <li>1. Gym Floor – Bid to be submitted to Building &amp; Grounds</li> <li>2. Projection Screen Valance – Met with contractor for quote</li> <li>3. Ottawa Ave. School entrance – Completed on budget</li> <li>4. Altar floor refinishing – received 2 proposals, table until November meeting</li> <li>5. Gathering space, other rooms – Painting – no new updates</li> <li>6. Security system – grant \$ not approved yet, we are still in the list, table until November</li> </ol> </li> </ul> |