

St. Joseph Parish & School  
Minutes for Leadership Council Meeting  
Thursday, April 9<sup>th</sup>, 2026 6:00pm  
(Committees meet at 6:00 p.m. Leadership meets at 6:30 p.m.)

1. OPENING

- a. Prayer: Father Chris
  
- b. Roll call: Becky B, Father Chris, Marissa G, Josh L, Lisa S, Tenille S, Brianne T, Crystal B, Cathleen S, Tiffany L

2. REPORTS

- a. Pastor's report:
  - Holy week and Triduum went well
  - 4 people at Easter Vigil and 4 people at Easter Sunday masses where brought into the church
  - Family of 5 coming into the church on Divine Mercy Saturday
  - Convalidation ceremony
  - RE and out of sequence April 15th
  - 1<sup>st</sup> Communion April 26<sup>th</sup>, approx. 30 children
  - meeting with retired former HyVee corporate employee who would like to assist in fundraising
  - short term coverage for Spanish/Hispanic ministry until July 1<sup>st</sup>
  - Father Chris has requested a meeting with the Bishop to discuss options and firm up direction for Hispanic ministry at St. Joseph
  - discussed if can not continue Spanish mass/ministry may lose many Spanish speaking families to other parishes
  - Chapel improvements: Altar and Rosary Society to purchase sanctuary lamp to support housing the Eucharist in the Chapel tabernacle
  - Adoration sign-ups almost full, new sign-ups coming from surrounding parishes, goal is to be back in chapel by May
  
- b. Principal Update:
  - CTO/DTA open now
  - ESA will open soon
  - ISASP testing for grades 3-5 next week, then 1 week break
  - ISASP testing for middle school after the week break
  - FAST testing in May
  - ELPA/ELPO testing completed for 55 students after spring break
  - New full time EL teacher hired for next year

- 7 weeks left in school year
- Wellness week will coincide with Musical, include adoration, student presentations
- Class masses in chapel going well, plan to build on next year
- Enrollment: most grades full, openings in Pre-K and 5<sup>th</sup> grade, some classes have waitlists
- Tuition/ESA discussion

c. President's report:

- Discussed volunteer recruitment challenges and ideas to increase volunteers. Have parents sign up to volunteer for specific events and have description of responsibilities
- table at open house, host coffee and donuts
- Homeroom parents: need someone to coordinate homeroom parents, earlier sign-up, job description,
- update on Hawk Walk and Gala: save the dates are ready to go out
- Hawk Walk packets to go out April 20<sup>th</sup>
- will finalize prizes for top earning classes and top earning students
- per by-laws meeting minutes need to be posted on website, will include Krystelle on meeting minutes so they can be posted on website
- Leadership council information on website very limited, suggested posting flyers/materials under leadership

d. Treasure's report:

- budget largely unchanged
- wish funds being used steadily
- 8<sup>th</sup> grade bibles, treasurer to check if already ordered
- question regarding why St. Joseph moved from West Bank to CSB, suggestion to explore if beneficial to return to using West Bank

e. Old Business: Update on Hawk Walk art projects and raffle baskets, recruiting parent volunteers for next year, coordinator for homeroom parents. Gala dinner with Bishop is no longer being refunded, Gala committee volunteers to host dinner.

f. New Business: QR code in pews, LC minutes on website

g. Committee reports:

i. Academics

- Considering Battle of the Books for next year

-Lego Challenge program, still in need of 1 additional head coach, 12 sessions during the year, 120 minutes per session

ii. Community

-Staff appreciation week first week of May, themed days (snacks, flowers, thank you notes), create thank you template, spirit day Friday, create SignUp Genius for teacher snacks/drinks using teacher's favorites list

-Hawk Walk: Art projects school portion should be finished tomorrow and can take to be fired, approx. 1 week to complete

-raffle baskets: make sure every teacher has sent out basket information

-T-shirts: planning to order 125-150, less than last year, general mix of sizes, teachers shirts may be included if budget allows

-Packets to go out April 20<sup>th</sup>, return no later than May 4<sup>th</sup>, quick turn around to distribute shirts prior to walk

-Proposed policy: students not eligible for prizes if packets received after May 4<sup>th</sup>

-Raffle tickets to be sold day of: payment methods include Square, cash, check.

-winners must be present to claim baskets or winners will be redrawn

-Food trucks: contact info to be sent to organizer, Mala's kitchen and Food Fair Friday

-Minimum pledge for prizes and t-shirts will be \$25

iii. Faith

-Pastries with parents and parishioners scheduled for Sunday after 8 and 10am masses

-pass out flyers during carline pick up tomorrow

-strong desire to message service/volunteering as part of parish-school community, especially at opening night in August

-Proposed end of year blessing on last day of school for summer safety and encouragement to continue Mass attendance

-suggestion to bless 8<sup>th</sup> graders at their last Mass as well

iv. Fundraising

-Save the dates for Hawk Walk and Gala are ready to go out

-Gala "dinner with the Bishop" is scheduled for May 16<sup>th</sup> at Bri's house

-QR code created for Gala volunteer sign-up/donations, expected to be live by Saturday

3. ACTION ITEMS:

- Father Chris to schedule meetings with Jonathan and the Bishop regarding future of Hispanic ministry
- Schedule meeting with Deanna to review adoration sign-ups
- Tenille to include Krystelle on minutes email so she can post to website
- Approved QR code to be placed in pews/missals for parishioners/visitors to donate, coordinate with Lisa and Krystelle to make QR code to be placed in pews/missals and plan for upkeep
- confirm if 8<sup>th</sup> grade bibles have been ordered
- Send follow-up about potential benefits of returning to West Bank
- Finalize Hawk Walk packets, prizes and t-shirt order, include no prizes after May 4<sup>th</sup>
- Draft and publish short job descriptions and time expectations for key parent volunteer roles

4. NEXT MEETING: Tri-Council May 7<sup>th</sup>, June 4<sup>th</sup> LC dinner

5. CLOSING PRAYER: Father Chris