



MARY OUR QUEEN SCHOOL BOARD
MEETING AGENDA
"Where Faith and Knowledge Meet"

DATE: February 4th, 2025 – 7:00 pm
LOCATION: MOQ Library
VIRTUAL LINK: meet.google.com/cnd-kcwo-nqe
SCHOOL BOARD MEMBERS: (P=Present, A=Absent)

ATTENDANCE	NAME	POSITION
P	Father Marc Lim	Ex Officio - Pastor
A	Father Steve Boes	Senior Associate
P	Mrs. Maureen Hoy	Ex Officio - Principal
P	Scott Murray	Board Member - President
P	Kevin Van Winkle	Board Member - Vice Pres.
P	John Sullivan	Board Member – Secretary
P	Bob Soukup	Board Member
P	Anne McGill	Board Member
P	John Hillebrandt	Board Member
P	Ellie Stull	Board Member
P	Kelly Peklo	Board Member
P	Sarah Dempsey	Board Member

I. Opening Prayer:

All

Heavenly Father, as we gather today to discuss the important matters of our school community, we humbly ask for your guidance and wisdom. May our deliberations be guided by the spirit of love, compassion, and the values of our Catholic faith. Grant us clarity of thought, open hearts to listen, and the courage to make decisions that best serve the needs of our students and families. We pray this in the name of Jesus Christ, Amen.

II. Approval of Minutes:

- A. Meeting minutes for January distributed via email.
Motion: Ellie
Second: Bob

III. Principal Report [HERE](#)

Maureen H.

- A. Staffing Budget Approved - 4% pay increase for staff. Collecting staff intention letters. Unfortunately pay is a concern for teachers leaving MOQ, especially the younger teachers.
- B. Enrollment - Full force with this at the moment. Waiting list for 1st grade.
- C. Kindergarten Roundup - Big push right now.
- D. Alpha Retreat - 7th graders will be attending this weekend.



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- E. Bridge the Gap - \$68,000 total so far. \$61,000 from 51 school families. It is more front of mind during re enrollment period.
- F. AI Integration - working on a Policy for the handbook. Looking into programs for teachers to use to help with their day-to-day planning standpoint. MOQ is ahead of the archdiocese within the planning and policy writing for this new addition to the school day process. Would look at implementing this fall. Looking at Brisk and Magic School.
- G. School Musical - coming along. The kids are doing an amazing job. They have been begging for a night show. There will now be a ticketed night show. Good will donation. Color Run money has made this all possible. JCC is renting their stage along with Westside for a good price. Chairs will need to be rented along with sound boards etc. Need lots of parent volunteers. Spread the word and send them to Miss Mattern.
- H. Blue Ribbon - has been submitted. Waiting to hear back. Results may come in the fall.

IV. Pastors Report

Fr. Marc/Fr. Steve

- A. Tuition - hope that it will become 40% parish contribution, 60% school family contribution.
- B. Bridge the Gap - getting to the stage of permanence with the enrollment process. Still need school families to see the need to help fill the gap in spending and cost to educate. Individuals prefer the tax deduction with the Bridge the Gap vs. a tuition increase.
- C. Facility Updates - the goal is to finish the lower level this next year. Then plans will need to be made for the upper level. School board should be a part of this facility planning according to the strategic plan that is in place.

V. Old Business

- A. None

VI. New Business

- A. Parish Strategic Plan - what's next, Parish Council with Tim Smith/Kevin Van Winkle - working on getting a 5-year plan. Kevin would go in and help lead a planning session for the parish. Set manageable items as well as dream ideas. This will be the group that helps set the next capital campaign. The hope is the outcome will be where we want to be in the next 10 years.

Highlights from 2018 Parish Strategic Plan:



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1. **Community/Fellowship.** Market ministries available in parish, update parish website, continue development of school alumni database, communicate parish information through TV monitors in various places around the campus and/or apps on cell phones, coordinate introductions between groups and new parishioners, expand donut Sunday to Saturday and Sunday with five groups sharing their information, create Spirit Store with MOQ logo on merchandise, create new parish expectations for parishioners.
 2. **Discipleship.** Inventory current programs and participants, create road map for discipleship, create faith formation pathway, create welcome area in narthex at masses, and provide a road map for prayer development.
 3. **Evangelization.** Create welcome gestures at masses and communicate the importance of a welcoming environment, create a coffee bar as a place to congregate after masses, create sitting areas in front of church, increase interaction between ministries, establish a day of service, efficiently utilize campus space, encourage youth to attend 5 day school.
 4. **Ministry.** Create new position of ministry director, inventory current ministries available, assess current youth group offerings, engage 18-30 age group with coffee discussions, theology on tap, etc., engage young adults through Facebook, Instagram, Twitter, E-mail, and Website, develop web based inventory of ministries and direct people to them, create evenings of reflection.
 5. **Worship.** Develop more engaging homilies, discontinue 7:00 pm Saturday and 12:30 pm Sunday masses, remove inactive parishioners from parish roster, create greeter ministry at masses, clean and upgrade meeting rooms, create ministries training, schedule altar servers at masses other than Sunday, increase deacon involvement at masses, engage parishioners through pastor's report on current events, parish needs and liturgical seasons, strengthen altar server ministry, coordinate nurse registry for each mass.
- B. March meeting preparation for the accreditation visit - April 8th. Send Maureen an email with your availability in the afternoon. This is when the small group interviews will take place. Refresh yourselves on the strategic plan and be ready to showcase all that we do. The accreditation team is a good one, so the hope is the process will be a positive one. Want them to help guide us on some of the points we hope to grow upon. Will present reading goal with data, writing goal with data and the parent



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engagement goal with data. We will receive a report that gives all that they heard and saw and where we go from there. Teacher committee will be meeting to put together all of their goals etc.

- C. Finance committee - Father Marc will ask an individual to attend so we can discuss our finance piece of our strategic plan. Bridge the Gap will continue to be a focus to raise the needed finances. Want the board's focus to be aligned accordingly.

D. May Board Elections

1. Need to start the thought process on anyone that could join the board and be a good addition.
2. Father would also like recommendations on individuals for the appointed position. If there are members that will be leaving the board at the end of this term that would like to continue on, please let father know.

E. Committees

1. Parent Involvement

- a. There is an MOQ email for volunteers that this committee will utilize as necessary going forward - volunteer@mogschool.org
- b. The committee will work to get Cindy involved on tutorial videos, social media posts, updates to the parent portal and parent engagement webpages. She will also hopefully work on putting together a "pretty PDF" for parents with all the information they should need.
- c. Committee members continue to work on FAQs and will eventually put out a survey, hopefully after the first year of volunteer requirements.
- d. Maureen will start to put together drafts for the thank you letters and the delinquency letters used for those who don't meet their requirements at the end of the school year.

2. Finance

- a. Father Marc would like the board to start a push in fundraising to keep goals moving forward, especially getting the word out about the importance of Bridge the Gap.
- b. A facility walkthrough with the board and Finance will need to be planned. Father would go off recommendations from this walkthrough.
- c. The fundraising goal for next year would be \$100,000.
 - 1) Would look at adding more opportunities to speak to different parish groups to spread the word.
 - 2) Will start messaging to frame the Bridge the Gap as an annual give instead of just a one off.



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- Will promote that small amounts help too.
 - Will try to marry the strategic plans the board has in place with those of the parish council.
 - Will try to utilize QR codes at all events to promote Bridge the Gap.
- 3) The committee would like to find a new name for this campaign going forward. Start the thinking process to come up with new ideas.

VII. Meeting Adjournment

Motion to Adjourn: Anne
Second: Kevin

Next Meeting: March 4th, 2025 @ 7pm
Location: MOQ Library

VIII. Closing Prayer

All

Heavenly Father, as we conclude this meeting, we thank you for the opportunity to gather and discuss the future of our school community. Guide our decisions, bless our efforts, and grant us the wisdom to always prioritize the spiritual and academic growth of our students. May our actions reflect your love and teachings as we strive to be faithful stewards of this entrusted mission. We pray this in the name of Jesus Christ, Amen.