

**St. Joseph the Worker Cluster** Faith Formation Commission  
Meeting Minutes - Jan. 9, 2023 (Monday) – St. Francis of Assisi, Fayette

**Voting members present:** Renee Matt (chair-SP), Ann Dibble (secretary-SP), Katie Lynch-Martin (SF), Rachel Schultz (vice-chair, SF), Kelly Egan (IC), Kendra Rochford (IC), Jamie Hoey (HN). **Absent:** Fr. Ralph Davis, Kim Reichter (HN). **Staff present:** Pam Rochford. Additional present: Marcia Streif, St. Francis Site Coordinator.

1. Renee Matt opened the meeting with the Hail Mary.
2. Motion was made to approve the agenda by Jamie Hoey, Rachel Schultz seconded. Motion carries.
3. Nov. 8, 2022 minutes were reviewed. Motion was made to approve Nov. 8 minutes by Rachel Schulz, Katie Lynch-Martin seconded. Motion carries.
4. Sacramental prep and faith program update from Pam Rochford: All 2nd graders have received the Sacrament of Reconciliation. Classes resume Wednesday, January 11. A 10th grade parent meeting was held at Holy Name and Immaculate Conception to address behavior expectations. Pam is teaching 8th grade at IC (5 kids) and Confirmation at Holy Name (once a month) because of lack of teachers. Pam switched classes with the 9th grade teacher who was struggling with discipline. Programs for 11-12 graders have been discontinued for all sites.

Pam will host two Confirmation retreats, one for IC and one for Holy Name and ask for parent help to serve food. Confirmation classes will change to once/month. FFC members are in favor of combining 9th and 10th grade classes in the future for shared Confirmation classes. A Confirmation pilgrimage to Dubuque area is planned in April, with Fr. Davis accompanied. Stops may include the Cathedral, Basilica, monastery, and Field of Dreams.

5. INDIVIDUAL SITE UPDATES

ST. PETERS, CLERMONT: St. Peter's is managing fine (K-8, 4 teachers, 16 kids). Christmas activity night was not held due to inclement weather.

ST. FRANCIS, FAYETTE: (4 teachers, 12 kids, 8th grade and below). Fayette will need teachers next year and maybe a Site Coordinator. Dissolving the program for 9th and 10th graders has caused some inconvenience and pulled some parents into two directions with younger children. There is a possibility to find a more convenient location closer for West Central families so 9th and 10th students could still participate. Although joining the Oelwein program is an option, they are charging \$100 per student.

IMMACULATE CONCEPTION, SUMNER. (51 kids, 10th grade and below). Class sizes are going down and IC is having to resort to combining grades like SP and SF have done.

HOLY NAME, WEST UNION: (130 kids, 10th grade and below). Program has strong attendance and includes 9th and 10th graders from St. Peter and St. Francis. Discipline issues have been resolved, meals are no longer served to high school evening class, snacks remain for after-school elementary programs.

Teacher pay will be reviewed at the March budget meeting. It was suggested that those who teach the sacraments should be paid more.

6. EDUCATIONAL MATERIALS

FFC members discussed utilizing the “family catechist” approach to teaching for locations that have reduced numbers and combined classes. This would be a once a month event, with supplemental material provided for self-study the rest of the month.

Members discussed using textbooks is an outdated teaching method and will review future use, which will possibly affect the budget. Pam will check how many teachers have actually used the textbooks this year. Pam mentioned that “Chosen” and “Decision Point” are the most popular training materials for Confirmation and suggested alternating use of them, especially if 9th and 10th grades are combined in the future.

Pam is considering Baltimore Catechism as a foundational course in addition to other material. FFC will continue to discuss and finalize course material decisions before the 2023-24 school year.

7. SITE COORDINATOR REVIEW.

FFC determined that the roles of Site Coordinators will always vary, depending on the needs of the parish. IC and HN pay their Site Coordinators hourly and are only present for class; SP and SF pay a small salary, but provide more services. The group determined that when broken down, the Site Coordinators are receiving roughly the same pay per hour (\$30). Pam is suggesting that the IC Site Coordinator be paid more because he is taking on more responsibility.

Renee provided a list of what the St. Peter Site Coordinator does; the other members will create a similar list for the purpose of payment discussion with their local finance council.

8. NEXT MEETING. March 14, 2023 in West Union. Group agrees to alternate between West Union and Fayette locations, and that a Monday meeting in January works best, due to the high school sports season.

9. Meeting motioned to adjourn by Jamie Hoey, seconded by Kelly Egan. Motion carries.

10. Renee closed with Our Father.

Respectfully submitted,  
Ann Dibble, Secretary