



THE DIOCESE OF BELLEVILLE

Diocesan Board of Education Diocesan Pastoral Center, Belleville, IL

Minutes of Meeting – Tuesday, September 20, 2011 - 7:00 P.M.

MEMBERS:

Mr. Ben Fuehne (North Central) (Excused)	Ms. Kris Hill (Principal)
Rev. Matthew Elie (Pastor) (Excused)	Mrs. Janet Janson (DRE)
Rev. Gary Gummersheimer (Pastor) (Excused)	Mrs. Anna O’Gara (Belleville)
Mr. Troy Heitmeyer (East)	Mrs. Julia Pluff (West)

EX-OFFICIO:

Mr. Thomas Posnanski Mr. Russell B. Peterson

A. PRELIMINARY ACTIONS

1. The meeting was opened with a prayer at 7:00 p.m.

Routine Matters

- 1.1 Approval of Agenda
The agenda was approved.
- 1.2 Approval of Minutes
The minutes of the May meeting were approved after the correction of the spelling of Chris Hill to Kris Hill.
2. Old Business
 - 2.1 Regulation 6179 – INSTRUCTION – Curriculum Extensions – Social Media
Mr. Peterson reviewed the regulation with the board. He said he followed the USCCB guidelines in creating the regulation. There was a lengthy discussion and changes were made to the section titled “Guidelines”, Define appropriate boundaries for communications, first paragraph, 2nd and 3rd sentences. It now reads – Social Network sites must also adhere to the Child Protection policy of the diocese, internet acceptable use policies, etc. Church and or personnel shall define what is considered confidential information, verifiable consent, personal identifiable information, contact with a minor, etc.
The section titled “Establishing a Site”, first bullet point was also changed to read - Site administrators must be named by the appropriate parish/school personnel and should be adults 21 or older who must comply with the child protection policy of the Diocese of Belleville including a criminal background check.

2.2 SECOND READING REVISION – Policy 3110 – BUSINESS AND NON-INSTRUCTIONAL OPERATION – Parish and Local Board Responsibilities in Adult Education

The policy was read and discussed. A motion was made by Janet Jansen to accept the policy and seconded by Anna O’Gara. The motion was passed and the policy will be forwarded to the Bishop for final approval.

2.3 SECOND READING REVISION – Policy 3111 – BUSINESS AND NONINSTRUCTIONAL OPERATION – Lifelong Catechesis/Faith Formation in Parishes

The policy was read and discussed. A motion was made by Anna O’Gara to accept the policy and seconded by Troy Heitmeyer. The motion was passed and the policy will be forwarded to the Bishop for final approval.

3. New Business

3.1 Parish and School Viability Process

Mr. Posnanski handed out the form that was sent to all the parishes with schools in the diocese. He said that a letter with the forms was sent by the bishop to all parishes around August 17th. These forms must be filled out and pastors must respond by January 2012. A committee has been formed by the bishop to review these forms when they are received from the parishes.

3.2 FIRST READING REVIEW – Policy 2211.3 – ADMINISTRATION – Elementary Principal Time Distribution

The policy was read. The policy will be submitted for second reading at the November meeting.

3.3 FIRST READING – Policy 6145.2 – INSTRUCTION – Interscholastic Athletics – Elementary Level Parish/School Athletic Programs

The policy was read and discussed. Fr. Gummersheimer, who could not be present due to the Convocation, suggested we state where the regulations are to be found and if they change from year to year. The last sentence was changed to read - All school sponsored athletic programs are to follow Diocesan athletic regulations which are updated yearly. The policy will be submitted for second reading at the November meeting.

C. Religion Education Report

1. Confirmation update and report

Mr. Peterson reported that the 2012 Confirmations have been scheduled and letters informing the parishes on dates and times have been sent to the pastors. Mr. Peterson reported that Diocesan confirmation meetings took place in Belleville and Mt. Vernon with about 125 attending at both locations.

2. Textbook Curriculum-Regulation 6161.1

This regulation collects the various statements mandating religion textbooks for sacramental preparation, schools, and parish faith formation/ Parish School of Religion.

The Regulation 6161.1 will be updated yearly. Regulation 6161.1 is being distributed to schools and parishes in an electronic format.

3. ACRE
Mr. Peterson reported that Grade 5 would be taking the test this year. Testing will occur the first week of November.
4. Lay Ministry/ Parish Council
Mr. Peterson stated that the Diocese will assist parish Pastoral Council's through a training on welcoming and evangelization. It will be led by Fr. Frank DiSiano. The title is ***Evangelization: How Could We Do That? A Practical Training for Parish Pastoral Councils.***
Mr. Peterson stated that parishes can register through Linda Dennis or contact him at rpeterson@diobelle.org for more information. He also stated that he is continuing to conduct introductory explanations for parish Pastoral Councils on the new Guidelines for Parish Pastoral Councils in the Diocese of Belleville.
5. Catechist Certification Tier 2 – Retreat
Mr. Peterson reported that next year's retreat will be held July 30 and 31st, 2012.

DIRECTOR'S REPORT

1. Teacher Institute – August 9, 2011
Mr. Posnanski reported that a workshop for the all elementary teachers in the Diocese was held at Althoff on August 9, 2011. The reviews and evaluations indicate it was very well received by the teachers. The following sessions were held:
a. Explore ways to strengthen mathematic programs in all schools b. Exploring various strategies to effectively analyze and communicate testing results to parents. C Explore effective teaching strategies to integrate Technology into the curriculum; and d. Explore various strategies using technology to effectively engage students in their Faith Formation.
2. ITBS Report
Mr. Posnanski reported that the testing will be implemented in our elementary schools starting September 26, 2011..
3. Report on Schools – Preliminary report
Mr. Posnanski reported that our school enrollment is down 1% this year. He provided a handout with the preliminary numbers of enrollment for each school.
4. Diocesan Convention
Mr. Posnanski reported that the convention will be held on September 30th at Holy Trinity. We will be honoring our 25 and 40 year teachers who have taught in our diocese for those years.

The next meeting will be November 15, 2011. The meeting was closed with prayer at 8:35 p.m.

Respectfully submitted,

Mary Schilling, Secretary