

**Saint John the Baptist**  
**Discipleship and Mission Commission**

**Minutes**

<b>Date:</b>	November 16, 2021	<b>Chair</b>	Melanie Dowell	<b>Staff Liaison</b>	Jessica Balzarini
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Next Meeting: **December 14, 2021, at 5:30 p.m.**

<b>Member/Attendee</b>	<b>Present</b>	<b>Member/Attendee</b>	<b>Present</b>
Melanie Dowell ( <i>Chair/PLC REP</i> )	X	Wendy Stepanchak – off right now	
Jessica Balzarini	X	Neil Steffl	X
Steven Broszko	X	Karl Zabinski	X
Emily Carlberg	X	Jodie Wolla ( <i>recorder</i> )	X
Erin Hardy	X	<b>Guest:</b> Jackie King	X
Jean Koslowski	X	<b>Guest:</b> Andrea Bongard, Mikayla Anderson	X X

- I. Opening Prayer – Jessica
- II. Mission Statements Read Aloud
- I. Monthly Agenda Items
  - A. Welcome and introduce any visitors -Jackie King visiting to consider joining D&M Commission, Andrea Bongard from PLC, and Mikayla Anderson from SJB Youth Ministry.
  - B. Time to discuss Fr. Paul’s opening remarks/answer questions
  - C. Update from previous month’s PLC
  - D. Review of Written Reports – No Questions
  - E. Live Report – Mikayla Anderson regarding SMART Goals proposed for the Youth Ministry Program. See written report from Mikayla Anderson.
- I. New Business
  - A. Review Ministry Plan for Youth Ministry
    1. Create SMART Goals and timelines – Complete and overview presented tonight
    2. Strategy and timelines for Youth Ministry and NET team gaps for next ministry year discussed.
  - B. Review Commission and Ministry List
    1. Make recommended changes to PLC – tonight the Youth ministry strategy was brought to PLC for approval.
  - C. Review Goals for goal sheet:
    1. Fr. Paul’s goal for us: To review the feedback forms from the Synod and make recommendations to the parish.

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2. Fostering Connectedness
    1. Pursue Hospitality as a means for groups/demographics can get together to meet and get to know each other.
    2. Connecting with families not enrolled in our school for parish programming
      - a. Via postcard
      - b. Follow up phone call
    3. Connect with all children registered in the parish with Birthday postcard
    4. Connect with your new neighbors with a Welcome to the neighborhood gift bag from SJB
  3. Review New Member Orientation Process
    1. Evaluate current process
    2. Create a new follow up to the process
  4. Closing out the year of St. Joseph
    1. Possible Indulgence with Meditation on the Our Father
  5. Review and Organize Ministries to Core Values
- II. **Volunteer** needs specific for Commission members
- A. D&M to Host Hospitality on December 19<sup>th</sup> after 8:30 & 10:30 am Masses**
- 1. Volunteers who confirmed include:**
- 1. After 8:30am Mass: Steve, Jackie, Karl**
  - 2. After 10:30am Mass: Jackie, Karl, Emily, Erin**
- Checking and will confirm: Neil, Jean, Melanie*
- B. Journey to the Inn – January 8**
- C. Egg Hunt – April 16**
- III. Review of Events
- A. Past Events for Review and Feedback
1. Synod Group Feedback
  2. Children and Youth Programs (SS, FF, MSYG, HSYG, Confirmation, 1<sup>st</sup> Sacraments, Adult Programming)
  3. 10/16 Archdiocesan Youth Day held at SJBC
  4. 10/17 ODM fundraiser, Butter Braid Sales
  5. All Saints Party
- B. Upcoming Calendar of Events and Volunteers Needs:
- 1. 12/6 after 8:30 & 10:30 am - Advent Parish Activity/Hospitality** replaces the PTO Event Breakfast with St. Nick which replaced the Advent Family Retreat
  - 2. Journey to the Inn January 8**
- IV. Ending Prayer/Adjourn: 7:55 p.m.

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**Written Report – Jessica Balzarini, Director of Parish Life**

**Reach More Training Group 5 beginning this week!**

Reach More Training Group is the one place we equip people to Go. Make. Teach as our amazing mission statement sends us out to do.

At St. John's we partner with Evangelical Catholic and use a formation and training series called Reach More. It's a 12-week process, which includes weekly session content, commitment to a daily personal prayer, and a 1 on 1 discipleship mentoring session twice a month for about 1 hour. Group sessions include some video content, Scripture reflection, and training workshops to give you tools to have richer conversations and ask better questions in relationship with others. It will also give participants practical tools to pray for others, facilitate Scripture discussions and engage in accompaniment of others. Each person will gain skills to witness more effectively and make disciples in your day-to-day life.

This small group experience gives parishioners an opportunity for deepen their own personal and spiritual growth. It helps them live more intentional their vocation to personal holiness, deepen their prayer life, equip them with practical skills to make disciples, and give each person a heightened sense of personal apostolate or mission. This formation and training will take place within a small group community of support and encouragement as we look at our call and the Church's call to evangelize. It's a great approach to learning, both listening and doing. It's been incredibly helpful for many parishioners' growth in prayer, and it's been a practical help as we attempt to make more disciples. The small group setting provides a safe place to ask questions, wrestle with the content, and try new things.

**devoted**

We end our 2021 Season of devoted on November 17. The date is a bit sooner due to Thanksgiving. This month's topic is always more like a retreat than our regular gatherings. The talk and prayer time are all in 1 time and space. Sam from Damascus will be here to speak about *Rediscovering our Baptismal Identity as Daughters of the Father*. This gathering gives women a moment to breath before the holiday rush and begin to think and reflect on how she wants to live Advent this year.

We will begin again in February with our 2022 Season.

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**Written Report – Jill Fink, Coordinator of Adult Discipleship**

**Becoming Catholic RCIA:** We now have 2 RCIA groups in full swing: **Tuesday morning** has 3 women and their sponsors – childcare is available. This group will move to Thursday mornings after the first of the year when Circle of Women begins to share the childcare load. **Monday night** RCIA has 6 participants and their sponsors. The **Rite of Acceptance and Welcome** was moved from the November 20 date to Saturday, December 11 at the 4:30pm Mass to accommodate the later schedule time allowing the participants to discern the catechumenate stage.

**Synod:** We have concluded the Synod Small Group Parish Consultation with 10 groups meeting of about 150 participants. Feedback has been electronically submitted to the Archdiocese as well as written comments are being compiled and evaluated for SJB staff. Feedback has been positive on what St. John's has offered in the past. Overall, there is a desire for more spiritual formation, outreach, and community events.

**Baptism:** Baptism Prep Class numbers continue to be around 7 each month. The three school families with older children will be receiving sacraments of baptism in November and December. One grade 2 child will be baptized during a school

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Mass on Wed., December 15. A few more families are coming forward to begin looking at the possibility for baptism for their children as they are being engaged in the preschool and school community.

**RCIC:** The 4 families continue to meet with Sr. Ruth on Sunday morning for their catechesis and attend Mass together. Jill will be working with a few families with middle school children toward the sacraments.

**Marriage Ministry:** Cana Dinner will be Saturday, February 12 in St. Joseph's Hall. We are waiting to hear via Jessica of the speakers content to begin the invitations and publicity. Review of Pre-Cana materials is underway with the goal of inviting more mentor couples for training.

**Known by God: Retreat for Women Experiencing the Loss of a Child due to Miscarriage or Stillbirth** was Saturday, November 20 from 9am-4pm in St. Joseph Hall. Bernadette Gockowski, former youth minister with master's in theology will lead retreatants from her personal experience of loss using scripture to minister to the hurt and pain of the loss. Currently have about 10 people registered. Some SJB volunteers to help with the execution. Archdiocesan advertising with Catholic Spirit article, bulletin request and Relevant Radio interview to air this weekend.

**January Study:** The Eucharist theme will be central for adult studies in January-February. Jill will offer the study **Presence** on Thursday evenings in January-February. An outreach to our First Sacraments parents for either in person or online is being looked at to enhance their formation. Dave Tucci will be offering a condensed 3 Saturday morning 2-hour session on **The Eucharist** study by Scott Hahn. The dates are January 8, 15 and 22. Jill is working with other small groups who will be meeting on or off site in catechetical material for the winter/spring (until lent).

**Family Formation Parent Program:** Speaker for November was Crystal Crocker, former Director of Evangelization at the Archdiocese, and supporter of CEND Young Adult Ministry, spoke on The Last Things sharing the theology as well as personal stories of how to prepare yourself and children in the areas of death to everlasting life. Next month's speaker is Fr. Paul on The Lord Keeps His Promises. The night will conclude with an Advent reflection and adoration in the church.

**Confirmation:** Sponsors and Parents joined their youth on Sunday, November 14 for a session. Sponsors were given materials for 4 conversations to engage, support and guide their candidate. A parent resource was introduced for any parents who may want to do the study on their own or possibly together on Sunday nights entitled Wild Goose is Loose Holy Spirit study. Jill will work with any parents who may be interested in gathering/leading.

**First Sacraments:** Parents are engaging their students in the Home Lessons. Jen and Jill are organizing an incentive for them to show their progress with the monthly suggested lesson reviews to help parents keep on track with the curriculum.

**Events: Known by God: Retreat for Women Experiencing the Loss of a Child due to Miscarriage or Stillbirth** is Saturday, November 20 from 9am-4pm in St. Joseph Hall. Bernadette Gockowski, former youth minister with master's in theology will lead retreatants from her personal experience of loss using scripture to minister to the hurt and pain of the loss. Large group and small group sharing followed by prayer experience. Lunch will be served. Cost is \$40 and registration is required. Registration is available on the St. John's website under Faith Formation. Questions can be directed to Jill Fink, Coordinator of Adult Discipleship.

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#### Written Report – Michael Lane

**Baptisms:** Two completed and twelve scheduled for end of Nov.

**Weddings:** One on November 19.

#### Written Report – Mikayla Anderson, Coordinator for Discipleship for Youth

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Live report tonight: **Smart Goals for Commission Meeting 11.16.21**

Goal: Formalize SJB Youth Ministry Strategy

- Prepare Strategy by 11.1.21
- Present to SJB Parents for feedback on 11.9.21
- Present to ODM Commission for feedback on 11.16.21
- Present final strategy to Leadership team before 12.15.21/get final approval by 12.15.21

Goal: Build Volunteer Team for YM to Transition NET Team (owner: Mikayla)

- Build a SJB Volunteer Roles & Responsibilities that defines each role, capabilities, requirements, and total number of resources to support the YM program by 1.1.22
  - Using the numbers from EFC the past year, create a layout of what is needed by each role and create job descriptions for each of them by 1.1.22
  - MSYG - 7-8 people, 6:00-7:30pm Wednesday Evening
  - HSYG - 6-7 people, 8-9:30pm Wednesday Evening
  - OYR - 4-5 people, 2:30-4pm Thursday after school
  - Confirmation - 8 people, 6:30-8pm, Sunday Evening & Weekend Retreat
  - EFC Leaders - 1 week in the summer
  - Discipleship Group Leaders - varies depending on the number of students invested in D-groups, 1.5 hours leading small groups weekly/bi-weekly.
- Informational YM Meeting for whole parish before 1.31.22
- January 2022- February 2022 - Make Invitations into Youth Ministry to fill jobs roles
  - Making Personal invites, based on recommendations made by parents already involved in youth ministry. Sending postcards, speaking at mass, hospitality, etc.
- March 2022 - onboard volunteers through training, working alongside the NET team, observing programming, etc.
- April 2022 - volunteers feel equipped to run youth group without the assistance from NET team

Goal: Expand Youth Minister Team (owner: ???)

- Define additional roles needed, create job descriptions and skills needed by 2.1.22
  - Worship Leader needed, hopeful PT Leader
- Create business case for roles approval by 2.15.21
- Look into college internship programming through discussing with colleges & other parishes who have seen this work (Mikayla, to be completed by 1.15.22)
  - Have a sub-committee that helps put together the information that Mikayla gathers.
- Present to Leadership Team by 3.30.22 to then have hiring posted by 4.31.22 or sooner, so that new hire could attend EFC 2022

Goal: Generate Marketing Campaign for Youth Programs

- Identify SJB demographics, find target audience (parents & youth grades 6-12, young adults) (add dates and owners)
- Define marketing strategy & collateral (add dates & owners)
- Secure funding for marketing collateral (add dates & owners)
- *Host bi-annual parent & youth programs to generate excitement – align timing with Extreme Faith Camp Registration*

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Goal: Come up with a 6-year plan for formation with our young people so that they leave SJB youth ministry as disciples of Jesus Christ.

- To come up with smart goals
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**Written Report – Jen Livermont, Coordinator for Discipleship for Families**

**Sunday Nursery** - Sunday nursery has recently opened volunteer opportunities to Confirmation students who can help the kids at Sunday nursery as part of their liturgy hours that they need to work. We have shifts open for two students at the 8:30 Sunday nursery session and two at the 10:30 session. We will be offering nursery every Sunday in November.

**Sunday School** – Advent is always a very busy time for Sunday School. We have a lot of treasured traditions for this time including decorating shoes to leave out for St. Nicholas, a “surprise” visits from St. Nicholas and special Advent crafts. We will start practicing soon for our Sunday School Christmas Program which takes place on December 19<sup>th</sup> after the 10:30 Mass in St. Joseph’s Hall. Every year we make a special present (usually an ornament) for the parents that the kids give to their parents after the program. The children also receive a Christmas present at the program from ODM. The Christmas Program is very well attended by the families of the children as well as many parishioners and it is very adorable!

Sunday school has recently opened volunteer opportunities to Confirmation students who can help the kids at Sunday school as part of their liturgy hours that they need to work. We have shifts open for two students at the 8:30 Sunday school session and two at the 10:30 session.

**Family Formation** – We will be having an Advent prayer reflection at the end of Family Formation for December. We are looking at saying a decade of the Joyful Mysteries using the website [www.rosarycenter.org](http://www.rosarycenter.org) with a picture and meditation for each of the Hail Mary’s. The hope would be that families would like the experience and use this resource throughout the month and beyond.

**First Sacraments** – I have ordered Advent calendars to give out to First Sacrament families as an incentive to bring in their books to show us that they have done the first two months of lessons.

**Childcare** – We are currently providing childcare for Baptism Prep class, a Reach Smaller group, RCIA, Circle of Women, Family Formation, and First Sacraments.

**Advent Activities - We** are offering an Advent Activities opportunity after the 8:30 and 10:30 Masses on December 5<sup>th</sup> for individuals and families of the parish. People can get food at hospitality and then come to one or all our stations. We will have several stations including one to make cards for homebound parishioners, a Jesse Tree station, December saints’ stations and an Advent craft station. Children can receive a St. Nicholas treat bag as well.

**Journey to the Inn** – I will begin prepping for the Journey to the Inn which takes place on January 8<sup>th</sup>.

**Parish Epiphany Blessing** – I have started preparing for the parish Epiphany blessing bags that are available for people to take to bless their homes.