

**St. Leo the Great Parish Pastoral Council**  
**Meeting Agenda**

May 7, 2018

6:00 p.m., Room 2

**Monthly Meeting:** Secretary (Dave Doseff)

- |      |                                       |    |         |
|------|---------------------------------------|----|---------|
| I.   | Opening Prayer by Father Hahn         | 5  | Minutes |
| II.  | Approval of minutes from last meeting | 5  | Minutes |
| III. | Mission Highlights and Staff Reports  | 20 | Minutes |

**a. Education:**

**(Sr. Dorothy)**

Bible Study  
Faith Formation  
Mother Theresa Media Center  
Religious Education  
RCIA

**(Christine McLean)**

St. Leo the Great School

**(Ed Snider-liason to parish council)**

Parent Teacher Organization  
St. Leo School Board  
School Advisory Board

Newsletter

**b. Evangelization:**

**(Dave Doseff)**

This Man is You

**(Alan Schwartz)**

Stewardship Committee  
Evangelization

**(Dave Horn)**

Legion of Mary

**(Don Acker)**

Gospel Reflection

**(Jean Polansky)**

Marian Prayer Group

**(Eileen Bargo)**

Women's Bible Study Group

**c. Liturgy:**

**(Fr. Hahn)**

Altar Servers

**(Deacon Gene)**

Extraordinary Ministers

**(Jane Hungarter)**

Music Ministry - Adult,  
Junior & Adult Contemporary

**(Jane Hungarter)**

Armata Bianca

**(Beverly Uehlein)**

Charismatic Prayer Group

**(Bob Hickey)**

Eucharistic Adoration  
Marriage Made in Heaven

- d. Pastoral Ministry:**
- |  |  |
|--|--|
| <p><b>(Hank Christ)</b><br/>Athletic Association (SLAA)<br/>Knights of Columbus</p> <p>Parish Newsletter</p> <p><b>(Dave Doseff)</b><br/>Hospitality Committee</p> <p><b>(Scott McCrabb)</b><br/>Buildings &amp; Grounds<br/>Young Adult Group</p> | <p><b>(Alan Schwartz)</b><br/>Development Committee<br/>Evangelization</p> <p><b>(Beth Christensen)</b><br/>Youth Ministry</p> <p><b>(Don Acker)</b><br/>Parish Cleaning Committee</p> |
|--|--|

- e. Social Concern:**
- |   |   |
|---|---|
| <p><b>(Alan Schwartz)</b><br/>Outreach Ministry<br/>Gift Card Program</p> <p><b>(Don Acker)</b><br/>Hempfield Food Pantry</p> <p><b>(Fr. Hahn)</b><br/>St. Vincent de Paul Society</p> <p><b>(Dave Horn)</b><br/>St. Anne's bag lunch program<br/>Sunday Meals Salv. Army</p> <p><b>(Linda Retallack)</b><br/>Funeral Luncheon Committee<br/>Alternative Gift Fair<br/>St. Mary's Meals<br/>Love for Life</p> | <p><b>(Frank Kuchinski)</b><br/>Parish Finance Council</p> <p><b>(Beverly Uehlein)</b><br/>Catholic Worker House</p> <p><b>(Eileen Bargo)</b><br/>Giving Tree<br/>Parish Pastoral Council</p> <p><b>(Jane Hungarter)</b><br/>LAMBS</p> <p><b>(Jean Polansky)</b><br/>Catholic Grandparents' Association</p> |
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**V.** Pastor's Report: Fr. Peter Hahn

**VI.** Open Issues:  
New parish council members,  
Parish Constitution and Bylaws starting with Article VI

**VII.** Closing Prayer 5 Minutes

Next meetings:  
6/11/18 @ 6pm

St. Leo the Great Parish Pastoral Council Meeting Minutes - April 16, 2018

1. Opening Prayer: The meeting opened with a prayer led by Fr. Hahn.

In attendance: Fr. Hahn, Eileen Bargo, Sr. Dorothy Wilkinson, Ed Snider, Beverly Uehlein, Don Acker, Christine McLean, Frank Kuchinski, Dave Horn, Linda Retallack, Hank Christ, Bob Hickey, Scott McCrabb, and Dave Doseff.

Absent: Alan Schwartz, Jean Polansky, Jane Hungarter, Beth Christensen, and Deacon Gene Vanucci

2. A motion to approve the minutes of the March 5, 2018 meeting was made by Hank Christ and seconded by Scott McCrabb and was approved unanimously.

3. Mission Highlights and Staff Reports:

- a. Sr. Dorothy Wilkinson submitted a written Religious Education Report.
- b. Christine McLean submitted a written Principal's report for the school.
- c. Dave Doseff submitted a written report for the Hospitality Committee, That Man Is You, and the Hail Mary's for the Capital Campaign. Dave reported the updated Hail Mary total as 1,982,331.
- d. Dave Horn submitted a written report for the St. Anne's Bag Lunch Program, the Legion of Mary, the Saturday Evening Rosary group, and the Lancaster Council of Churches Weekend Meal Program.
- e. Don Acker submitted a written report for the Gospel Reflection Group, St. Leo's Food Donation, and the Parish Cleaning Committee.
- f. Jean Polansky - No Report
- g. Jane Hungarter submitted a written report for LAMBS, the Adult Contemporary Choir, Armata Bianca, and the Music Ministry- Adult and Junior Choirs.
- h. Beverly Uehlein submitted a written report for the Catholic Worker House and the Sanctuary Prayer Group.
- i. Beth Christensen submitted a written Youth Ministry Report. Frank Kuchinski expressed thanks for the Spiritual Bouquets organized by Beth for the Schwartz, Cruz, Schroeder and Essis Families.
- j. Bob Hickey - No Report
- k. Scott McCrabb - No Report
- l. Alan Schwartz - No Report. Linda Retallack reported that Marissa is making very gradual improvement and is still in Philadelphia.
- m. Linda Retallack submitted a written report for the Funeral Luncheon Committee, the Alternative Gift Fair, the Love of Life Committee, and the St. Mary's Meals program.
- n. Deacon Gene Vanucci - No report. No nominations to the Parish Council for the 2018-2019 term have been submitted.
- o. Frank Kuchinski - No Report.
- p. Hank Christ submitted a written report for the Knights of Columbus and the Athletic Association. Hank also reported that the Knights of Columbus will sponsor Bingo again on May 6. He also reported that the Knights will also host a guest speaker and fellowship evening open to all parish men on May 8th in rooms 3-4.
- q. Eileen Bargo submitted a written report on the Women's Bible Study Group, Giving Tree, and Parish and School Websites. Christine McLean added that the school website development was progressing and that a video would be included.
- r. Ed Snider submitted a written report on the St. Leo School Board.

4. Pastor's Report and Manager's Report

Fr. Hahn discussed the following topics:

The Easter and Divine Mercy celebrations went very well. Confessions continued for an entire hour after the Divine Mercy Devotions.

No update on the Finance Committee, the budget is in process. There is no additional news about the Capital Campaign.

We should find out about a new Parochial Vicar in May.

The Priests of the Diocese will meet to discuss the upcoming report of the Attorney General.

5 Other Business:

Jean Polansky and Robert Hickey will be leaving the Parish Council at the end of the fiscal year in June. There is a need for three nominations for Parish Council for consideration for next year. Please submit your nominations to Deacon Gene by the beginning of May.

Eileen Bargo began discussion of the Parish Constitution and Bylaws which were last updated in 2009. The Preamble and Articles I - V were reviewed and no changes were made. Dave Doseff took on the responsibility to meet with Tina Johnson to begin posting the Parish Council Reports on the Parish Website and posting the meeting minutes in the Narthex. Dave will also work with Tina to periodically publish a listing of Parish Ministries and contact information in the bulletin to facilitate wider parish participation. The Council will continue its review of the Constitution and By Laws at the next meeting on May 7th.

Fr. Hahn closed the meeting with a prayer at approximately 6:53pm.

Upcoming Meetings:

May 7, 2018 at 6:00pm

June 11, 2018 at 6:00pm

Respectfully submitted:

David Doseff, Secretary

**Reports submitted for the May 7, 2018 Parish Council Meeting**

Religious Education Report

**Sacramental**

First Holy Communion – 81 children received their First Holy Communion on Saturday, May 5, 2018. It was a blessing to have 81 happy, excited and healthy children and a bigger blessing to have two Holy Masses to accommodate the families, relatives and friends.

Blessing Cup Banquet – the banquet was held on Sunday, April 29. Deacon Gene blessed the children's cups and prayer books. The entre was provided by Bob and Rose Linkens, owners of Rosie's Tavla in Mt. Joy.

Confirmation – Father Clark administered the sacrament of Confirmation to the candidates on Saturday, April 21, 2018. Holy Mass was followed by a reception, the blessing of their Confirmation name plaques and picture taking with Fathers Clark and Pistone.

**RCIA** – Two prospective candidates are continuing their journey to full communion with the Church by attending A Biblical Walk Through the Mass each Tuesday morning for the next 6 weeks.

## PSR

The Parish School of Religion completed classes for the present school year. Re-registration is being held on an on-going basis.

The Catechetical Staff is planning on attending the Presentation on The Shroud of Turin and The First Holy Week on May 23 at the Cardinal Keeler Center.

Prayers are requested for our Grade 1 Catechist who is in Hershey Hospital.

Submitted by.

Sister Dorothy Wilkinson



## Principal's Report to School Board and Parish Council

### Student Life

- Spiritual Life
  - The sacrament of First Holy Communion was celebrated beautifully on Saturday.
  - A Living Rosary, to be led by our Spiritual Life Committee, will be prayed later this month.
  - 7<sup>th</sup> Graders will be running a Saints Fair, in conjunction with our Spiritual Life Committee for all younger schoolmates.
  - Jim Gontis will our staff a workshop on *Eucharistic Adoration: Extending the Miracle Beyond the Confines of the Mass*.
  - First graders retreat is planned for this week. The topic: The Parables of Jesus.
  - The Rosary is prayed every morning from 8:00-8:25 to honor this month of Mary, families are welcome to join us in this devotion.
  - Student Council raised \$200 for the American Cancer Foundation.
- Academic
  - Trimester Tests will be given to grades 7 and 8 during the week of May 14<sup>th</sup>.
  - All 8<sup>th</sup> grade students tested into Spanish 2, Congratulations Senora Oveido.
  - The following benchmarks assessments which offer regular check-ups of student achievement and are given 2-3 times a year, will be given to given to students in grades 1-8 this month: Literacy and Math Dibels, Fountas and Pinnell and Gates Macginitie Reading and Vocabulary test for Middle School. Parents are welcome to all test scores at any time.
  - Science Explorers Camp will be offered at St. Leo's this summer.

### Other

- Our annual elementary musical *Alice in Wonderland, Jr* will be presented on Friday May 18, 2018. Over 50 students participated this year.
- Mr. Soper and Mrs. Berger will not be returning in the fall. Interviews have already begun to fill these positions.

- Enrollment numbers for K through 8<sup>th</sup>:

2018-2019	360
2017 -2018	361
2016-2017	343
2015-2016	323
2014-2015	311
2013-2014	266

- Opening Day of school: August 20, 2018, projected last day: May 15, 2019

Report for Parish Council Meeting, May 7, 2018

St. Leo The Great School Board  
April 17, 2018 Meeting

I. Standing Committee Reports:

- Public Relations: The Parrish Newsletter was sent out. Progress on the new website continues - the target date for website completion is August 20<sup>th</sup>. "A Day in the Life" video be a part of the website and will include students from the second, fifth and seventh grades. These students will highlight what goes on in different stages of being at school at St. Leo's.
- Policy: Several healthcare professionals attended the meeting to talk about the large number of illnesses this year and how to prevent the spread of infection. The best method to prevent the spread of germs is to simply wash hands for at least 20 seconds. The Student Council will be asked to make posters for next year that encourage students to get the flu vaccine, practice good hand washing, stay at home when you're sick, and to cover their mouth when coughing and sneezing.
- Planning: The planning committee met in March and is working on finalizing the plans for the outdoor area. The plan will then be presented to the building and grounds committee for approval. The playground will be moved this summer – exact placement is still to be determined. Eagle Scout, Logan Paulukow, may work on one an element of this project.
- Nominations: The committee received 12 applications for new school board members. The four members who are moving off (Ed Snider, Julie Richards, Tracy Carroll and Ron Fink) will be replaced by Mark Magyar, Gretchen Reasner, Sean Francey and Ellen Eschenwald. New members will be invited to attend the June School Board meeting.
- Spiritual Life: Committee members read various books on poverty, the Saints, and how to help others, and discussed how they can be 'the hands and feet of Jesus' throughout the Lenten season. Poster winners were announced at a morning assembly and ribbons were given out. Students wrote down their corporal works of mercy on pictures of feet and these feet were placed on large stretches of paper in the hallways and gym. Father Hahn heard confessions from all grades during Lent.
- Security and Safety: A presentation on cyber security will be given to both parents and middle school students later this month. Parents will receive an email with details and parishioners will also be informed. The committee is still looking into a sign-in system for any visitors to the school.

## II. Ad Hoc Committee Reports

- a. PTO: The committee will meet this week and discuss the outcome, tally the final numbers, etc. for Let's Dance. This year was highly attended and was a great success. Many of the decorations were sold to help recoup costs. A survey will be given out in the near future to gather feedback about the event.
- b. Development: No report.
- c. Finance: Frank Kuchinski reported that finances are on track for this year, and the budget for next year is still being finalized, pending enrollment numbers. The school is looking to hire a full-time ILA teacher and a half-time religion teacher for next year.

III. Principal's Report: See attached.

IV. Pastor's Report: Father Hahn met with the architects to look at the revised drawings for the Phase II renovations. The application is due in September, with the final approval coming in October. Father Hahn also met with the potential donor. This summer, the playground will be relocated and there will be other minor work including HVAC, doors, etc.

Ed Snider

## Ministry Reports - David Doseff

**Hospitality Committee** The Hospitality Committee is responsible for the setup, clean up, and refreshments/meals for a wide range of Parish activities. The committee members are Barb Slagle, Ginny Pryor, and Jane Murphy. The committee will be assisting with the Knights of Columbus Bingo extravaganza May 6th. The committee will also be working on the following programs over the next several weeks.

**That Man Is You** Breakfast was provided for this Saturday morning men's group which concluded its third year on April 28th.

**Wednesday Evening Bible Study** The study of the Gospel of Matthew began in October and had its last meeting May 2nd. A light supper was provided each week.

**Coffee and Donuts** Coffee and donuts are available after the Sunday Masses. This program is in need of volunteers. Suzanne Subolski is administering the program while Alan Schwartz is dealing with Marissa's illness. The Development Department are actively seeking ministry sponsors for this program.

**That Man Is You! (TMIY)** That Man Is You! Is an interactive multimedia men's program that combines current medical and social science with the teachings of the Church and the wisdom of the saints to help men become better husbands, fathers, and men after God's own heart. The program begins at 6:30 am Saturday mornings. The third year of the program concluded for the summer on April 28th. The program is scheduled to begin again in September. The average attendance is around 15. Ginny Pryor is again providing breakfast for the group. The core team is led by Howard Pryor and the other members are: Tom Gorman, Joe Cingle, Neil Veldheer, Bill Spencer, Steve Troelsch, Joe Keating, Brian Garcia, and David Doseff.

**Hail Mary's for the Capital Campaign** Our effort to support the Capital Campaign through the intercession of the Holy Mother by saying 5 Million Hail Mary's began in May 2017. We were able to reach the 2 million milestone before we finished the first year! Our current total is 2,044,660. Please encourage all your ministries and gatherings to join us and to record their efforts!

## **Parish Council Reports - Dave Horn**

### **St. Anne's Bag Lunch Program**

The Catholic Charities House at St. Anne's Parish runs this program Monday through Friday throughout the year with a host of volunteer groups. Our parish always participates on the fourth Friday of each month. Next service date is Friday, May 25<sup>th</sup>. New volunteers are always welcome to assist with this very necessary ministry.

### **Saturday Evening Rosary:**

Rosaries are continuing on schedule on Saturday night and throughout the week. Recitation times are published weekly in the bulletin. No additional updates since last month.

### **Legion of Mary**

The Legion of Mary now six active members. During the month of April, the group made several visits to residents of Oak Leaf Manor, St. Anne's Home and Hershey Mill to distribute communion, pray and visit with residents. Additionally, several homebound visits were made. Meetings at St. Leo's are held weekly, every Thursday night in Room 1 at 7:00.

### **Lancaster County of Churches: Evening Meals**

A group of 90 volunteers from St. Leo's assists the Salvation Army on the second Sunday of each month with serving it's Sunday evening meals to those in need. No new updates since last month as the April visit was covered in last month's report. Next group is scheduled this coming Sunday May 13<sup>th</sup>.

## **Parish Council Reports -Don Acker**

### **Gospel Reflection Group**

A Group of parishioners meets every Saturday from 7:00 to 8:00am in room #2 to review and discuss the Gospel reading for each weekend.

Additionally, we share God's work and impact on our day to day lives.

### **Cleaning Committee:**

Ginny Pryor

The cleaning committee continues to seek volunteers to assist in general cleaning of the church. Two individuals expressed interested but never showed at the designated time.

Also seeking a volunteer to clean the children's playroom each week once Sunday Mass daycare begins.

Additionally, looking for a volunteer to stop by mid week to clean the glass doors between the narthex and nave.

### **Food Pantry Collection:**

April food collection totaled 508 pounds.

St Leo's Hempfield Food Pantry team will work this month on Wednesday May 31st 8:30am to 1:00pm at the Zion Evangelical Luthern Church 85 Brandt Blvd Landisville, Pa. (physical location of the food pantry).

The Food Pantry collects donations and distributes food to needy families in East and West Hempfield every Monday and Wednesday from 9:00am to 1:00pm.

Normally, 500 to 800 families are assisted monthly.

The Hempfield Food Pantry secures food donations through local, state and federal food distribution.

Each family receiving assistance must be screened and qualify as to their need for food assistance.

### **Parish Council reports - Jean Polansky:**

#### **Catholic Grandparents Association:**

We met on 4/28 and there were 5 Grandparents present and 25 Grandchildren represented. Encouraging news came when a Grandfather from CSA stopped in to tell us that prayers for his Son and Granddaughter were answered for both have returned to the Catholic church. Thanks be to God!

New idea for future meetings was brought up by Lisa Doseff and we all were in favor. Lisa suggested that each Grandparent, if willing, would take a turn at a meeting talking about their individual experiences regarding Grandparenting. Some ideas were Marie Grady would speak on grandparenting her special needs Granddaughter Emma, and LeAnn Rynier could cover her many years of job experience with mental health issues, and Lisa could discuss her ideas for a Grandmother and Grandfather camp. We believe that incorporating new subjects, with specific presenters, would generate increased interest to Grandparents. We would utilize our church bulletin, as well as the School and Parish Newsletter to get the word out.

The Prayer Intention book in the Narthex for Parents who do not have a Grandparent to pray for their child, as well as Grandparents who are not able to attend our meetings and desire prayers for their grandchild, is being utilized, and since the beginning of March there have been 32 grandchildren named for us to keep in our prayers.

#### **GAIN (Global Aid International Network):**

Discussed this service project for each of us to consider and the volunteer dates are Tuesday, June 19 (8:30 am to 4:00 pm) through Saturday, June 23, with additional hours on Wednesday, June 20 (6:00 - 8:00 pm).

### **Parish Council Reports- Jane Hungarter**

#### **LAMBS**

LAMBS is a great group of retired people who love going out to lunch and sharing with the group. They will be going to McCleary's Pub in Marietta on May 22. The group usually has about 20 people in attendance and are always looking for more to join.

#### **Adult Contemporary Group**

The Adult Contemporary Choir will be singing at the 4:30 Mass on May 12<sup>th</sup>.

#### **Music Ministry – Adult and Junior Choir**

No report.

#### **Armata Bianca**

The children recently had an opportunity to visit the gift/prize tables. They could visit the first table if they remembered their scapular, the second if they remembered their holy card book and the third if they could share a sacrifice that they'd made the preceding week. For the few children who'd forgotten or lost their scapulars, they got to visit the second table first – if they chose a scapular as their prize from that table, then they could then visit the first table. So, everyone had a chance to visit each of the three tables. The children shared their sacrifice – one more beautiful than the next. The children also created a "Fatima scene."

A year-end celebration is scheduled for May 9.

## **Parish Council Reports from Linda Retallack**

Alternative gift fair – no report

Funeral luncheon committee – no report

St. Mary's meals – no report

Love for life – no report

## **Parish Council Reports - Beverly Uehlein**

CATHOLIC WORKER HOUSE - No current information to report.

CHARISMATIC PRAYER GROUP - No current information to report.

## **Parish Council Report -Bob Hickey**

Adoration of the Blessed Sacrament takes place weekly at Saint Leo's beginning on Tuesday morning at 7:00 am and continuing around the clock until Wednesday evening at 7:00 pm. Anyone interested in participating in this beautiful ministry should contact Julie Abel at: [jaabel@comcast.net](mailto:jaabel@comcast.net)

Bob Hickey

## **Parish Council Reports — Hank Christ**

### **Athletic Association (Source: Missy Atkinson)**

1. Baseball is underway
2. The sports banquet was held last Sunday. MVP Awards were given to an 8th grader from each sport. The Hinnenkamp award was presented to an 8th grade boy and 8th grade girl. \$250 award also goes to each Hinnenkamp winner towards tuition if they are attending LCHS.
3. Track and field is back after a 2 year break. LCHS is hosting on May 6th. We have about 25 students in 5th-8th grades participating.
4. Beginning to work on next year's budget.

### **Knights of Columbus**

1. New meeting format being tried on May 8. Open to all men 18+ years of age. Speaker followed by fellowship. First meeting will feature Tom Fertal as speaker. The objective is to get better participation at our meetings. We currently get about 20 (of our 150 members) to attend our business meetings
2. Membership drive conducted weekend of May 14-15. Several applications were taken by prospective members. Results will be reported next month
3. Bingo being held on May 6. Report on success will be reported next month.
4. Participated in the Church Campus Clean-Up on April 14.
5. K of C Tribute to the Unborn Child needs to be refurbished. Approval requested and received for a \$200 donation to make improvements to this area.

## **Youth Ministry-Parish Council Report**

### April Calendar:

Sunday, April 1st- Waves of Mercy registration due. Final count is now up to 78 teens.

Saturday, April 7th and 14th- 9am-noon; spring cleanup of the St Leo's grounds; middle and high schoolers assisted.

Sunday, April 15th- Swords and Tiaras for middle schoolers; service work in VBS

Sunday, April 22nd - 6-9pm; Movie Night in the WAC; dinner provided; movie: Soul Surfer- we will discuss why bad things happen to good people.

### May Calendar:

First Sunday: Catholic Grounds Coffee House 6-9pm; Meeting for summer high school programming

Second Sunday: Swords and Tiaras for middle schoolers; meeting for summer youth ministry programming

Second Saturday: Magical Mystery Tour after 4:30pm Mass until 10pm for middle and high schoolers.

Third Saturday: 9-11am; service project on VBs and makeup meeting for summer youth programming

Third Sunday: movie night 6-9pm; movie title tbd

### June Calendar:

Catholic Heart Workcamp with 25 teens to Knoxville TN June 10th-15th.

Waves of Mercy with 78 teens at St Leo's VBS, GAIN, and St Anne's Retirement Community June 18th-22nd

No regular programming

### July Calendar:

Daily Mass Challenge- come celebrate morning Mass followed by outdoor games and challenges for middle and high schoolers

### **Parish Council Reports- Eileen Bargo**

Women's Bible Study Group – The group did Bishop Barron's Study: The Seven Deadly Sins and the Seven Lively Virtues. It was enjoyed by all. Fall study is to be determined.

Giving Tree – no update

Website report- The video is done and Mrs. McLean will show it to the School board on Monday.