

## **PASTORAL COUNCIL MEETING MINUTES**

**Tuesday, June 3, 2025 - 6:30 PM**

**St. Gabriel the Archangel Parish Hall**

**Attendees: Gabrielle Andrea, Christine Cioffi, Justine Crevetas, Arthur Foo, Betsy Glasser, Teshia Gutchell, Anna Hartz, Richard Leet, Fran Mitchell, Rev Anthony Onu, Julius Pasquariello, Kathleen Riordan, Joanne Russell, Kelly Sloan, Gloria Towle-Hilt, Joanne Tuchovsky, and Christopher Wertman.**

**Excused: Nancy Mosecho, Deacon Tom, Alyssa Sarrosa, Bob Dicostanzo, Father James Belogi, Deborah Fontes, and Joan Duda.**

**Unexcused: None**

**Fran Mitchell presided over the meeting which began at 6:38 pm.**

**Welcome - Fran Mitchell**

**Opening Prayer- Richard Leet**

**1.) Review of May 6, 2025 meeting minutes, motion to approve by Betsy Glasser and Teshia Gutchell.**

### **2.) Ministry Updates**

**Faith Formation (Terri) \*\*ATTACHMENT 1\*\***

- **72 children received first communion on four different dates.**
- **In the process of recruiting confirmation candidates for the Fall.**
- **SMS and SGA for faith formation enrollment is a total of 261 students.**
- **Registration forms for 2025-2026 faith formation are available at SGA and SMS.**
- **Annual Vacation Bible School is scheduled for August 11-15th, registration forms are available at SMS and SGA as well as on the parish website.**
- **At the Easter vigil at SMS church four people received all of their sacraments, Baptism, First Communion and Confirmation.**

**SMS School (Kelly) \*\*ATTACHMENT 2\*\***

- **June 2, 2025 Spring Concert and Art Show.**
- **June 3, 2025 End of the Year Liturgy.**
- **June 4, 2025 Field Trip to Howes Cavern.**
- **June 6, 2025 Talent Show.**
- **June 10, 2025 Kindergarten Graduation.**
- **June 11, 2025 Fifth Grade Graduation.**

- **June 23, 2025 Final Day of Classes.**
- **Expected enrollment for 2025-2026: 192-195 total students.**
- **Enrollment is up from the 2024-2025 school year by 10-12 students.**
- **Summer program begins July 7th and students will attend Vacation Bible School at SMS.**

**Any additional reports**

**NONE**

### **3.) Old Business**

**Finance Committees- Met may 27th, and are working on the budget.**

**Diocesan appeal current funding: \$71,325**

- **Sent a mailing to people who have contributed to in the past two years.**
- **Sent 77 people hand written cards who gave last year who hadn't given this year.**
- **We have seen a boost in fundraising.**
- **Deficit is still at \$40,134.**

**Parish Picnic Update (Anna)**

- **Meeting next Thursday June 12th at 6:30 at Saint Madeline Sophies Church meeting Room**
- **Save the date is in SGA, SMS and OLQP bulletins.**

### **4.) New Business**

**NONE**

### **5.) Community Events**

**NONE**

### **6.) Pastor's Comments- Farther Onu read for Father Jim ATTACHMENT 3**

**Diocesan Reconfiguration:**

- **Meeting held on May 22nd the pastors of the diocese gathered at Christ Our Light Parish Center in Colonie.**
- **Father Brian Kelly, Vicar presented a written process, entitled "refocusing on the mission"**
- **The "mission focused" timeline presented in the document is as follows:**

**-September 2025: Vicariate Meetings**

- October 2025- March 2026: Synodal meetings of local networks and neighboring parishes for planning and recommendations.**
- April 1, 2026: Recommendations submitted to the Bishop.**
- May 2026- April 2027: Mission Focused Recommendations.**

**7.) Adjournment l 2024- 2025 Pastoral Council year- Fran Mitchell**

**Motion to adjourn the meeting was made by Richard Leet, seconded by Anna Hartz.**

**8.) Special Meeting to determine Chairs and Secretary- Father Onu**

**Secretary- Christopher Wertman (elected to remain on the board)**

**SMS Co-Chair- Gabrielle Andrea (ran unopposed)**

**SGA Co-Chair- Joanne Russel (ran unopposed)**

**Vice Chair- Richard Leet (ran unopposed)**

**Motion to adjourn special meeting, Fran Mitchell and second by Joanne Russel.**

**9.) Closing Prayer was read by Kelly Sloan and everyone.**

**Meeting conclude 7:12 PM**

**Respectfully submitted,**

**Christopher Wertman**

# ATTACHMENT 1

## **SMS/SGA PASTORAL COUNCIL MEETING – JUNE 3, 2025** **FAITH FORMATION REPORT FROM DONNA SIMONE/TERRI BOUCHARD**

**CONGRATULATIONS TO OUR 2025 FIRST COMMUNICANTS FROM ST. GABRIEL'S AND ST. MADELEINE SOPHIE PARISHES AND SCHOOL!** 72 children received the Body and Blood of Christ for the first time at Masses celebrated on April 27<sup>th</sup> at SGA Church and May 3<sup>rd</sup>, 10<sup>th</sup>, and 11<sup>th</sup> at SMS Church. This included several children in grades 3, 4 and 5, several of whom were the older siblings of 2<sup>nd</sup> graders.

### **CONFIRMATION PROCESS IS UNDERWAY FOR 2025 PROGRAM YEAR.**

Donna has reached out to current 10<sup>th</sup> grade active/inactive Faith Formation youth from SMS/SGA and OLQP Parishes to invite them to register for Confirmation sessions in preparation for their Sacrament. These class dates have already been scheduled during September and October. No definite dates have been set for their Retreat or the Confirmation Mass; we're considering tentative dates from October through December.

### **ENROLLMENT COUNT FOR THE 2024-25 FAITH FORMATION PROGRAM YEAR:**

In Grades 1-11: @ SMS Parish: 205 children; @ SGA Parish: 56 children. Total enrollment: 261 students.

### **2025-26 SMS/SGA FAITH FORMATION PROGRAM:**

Registration forms are available now in the gathering areas of both Churches and in the Faith Formation Office, as well as on the Parishes' website (on the Faith Formation page) at <https://smssgabparish.org/faith-formation/>.

**DIOCESAN NOTITIAE:** We've submitted information for the 2025 Notitiae Report to the Albany Diocesan Office for the 2024 calendar year, which includes credentialing information for staff and volunteers from our parishes. We're tasked with ensuring that background checks and Safe Environment training are completed by those involved with the FF program, as well as providing info regarding Sacraments received by Faith Formation and Parish families (Baptisms, First Communion, Confirmation).

### **OUR ANNUAL VBS PROGRAM IS SCHEDULED FOR AUGUST 11-15<sup>TH</sup>:**

Registration forms are available in the church gathering areas and on the SMS/SGA website. Carolyn Kelly is the contact person at (518)368-7490 or [kellycm99@gmail.com](mailto:kellycm99@gmail.com).

### **(RITE OR ) ORDER OF CHRISTIAN INITIATION (RCIA/OCIA) INTO THE CATHOLIC CHURCH:**

**At the Easter Vigil at SMS Church,** 4 people received their Sacraments:

**Nicole Bouck, Matthew Scott, and Avery Renkawitz** received Baptism, Confirmation and First Communion.

**Matthew Epting** received Confirmation and First Communion

**During the 9:00 am Mass on Pentecost Sunday, June 8, 2025 at SMS Church,**

**Claire DePew** will be receiving her Confirmation and First Communion

We already have one new person interested in becoming a Catholic; he is not Baptized.



## ATTACHMENT 2

### St. Madeleine Sophie School

#### End of Year Events, Activities and Celebrations -June 2025

**Monday, June 2 -** *Spring Concert and Art Show* for Grades K-5 6:30pm in the Parish Center. Music teacher Anna Benninger, Choir Director and accompanist Justine Crevatas, Art teacher Amber Frazier and instrument teacher Stacy McLean. We were so proud of our students. The concert ended with all students taking the stage to sing Let There Be Peace on Earth and the SMS School song

**Tuesday, June 3 -** *End of Year Liturgy*- 9am in church. Kindergarten students assisted with the liturgy (with the support of their fifth grade buddies) choir members sang. We currently have 10 altar servers that help at mass.

*DARE Graduation* for Fifth Graders 10:00am. Parents attended. Gia Dearstyne was chosen to read her DARE essay explaining what she learned and what lessons she will take with her to middle school. Canine officer came and did a demonstration on how he and his partner work together.

**Wednesday, June 4 -** *Field Trip* - Grades 4&5 to Howe Caverns  
*H&SA Meeting* 6:30pm Parish Hall upstairs  
*Running Club* 7:45am

**Friday, June 6 -** *Talent Show* 9:45am ( K-5 students participating)  
*11:30 Dismissal for K-5 Only*- Faculty Meeting  
*SMS Family Picnic* on campus 5:30pm, all Pre-K

through 5th grade families invited

**Monday, June 9 -** *Last Service Club*-

**Tuesday, June 10 -** *Kindergarten Graduation*, Parish Center 10am,  
*Fifth Grade Pre-Graduation Family Dinner & Cornhole*

**Wednesday, June 11 -** *Fifth Grade Graduation*, Church 11:30am, all students in Grades 1-4 will attend

**Thursday, June 12 -** *Pre-K 4 Graduation*- Mrs. Hanson- 9:30am.  
*Pre-K 4 Graduation* -Mrs. Gebhardt 11:30am

**Friday, June 13 -** *Pre-K Graduation*- Mrs. Gaugler 11:30am  
*Last Day for Three-Year-Old Pre-K \*\*\*\**

**Monday, June 23 -** *Last day of School Pre-K 4, and Grades 1-4.*



- SMS Gala of Giving a huge success thanks to the support of school and parish family and community members! Final numbers to be determined tomorrow evening at HSA meeting- profit more than \$20,000
- Thanks to **Mrs. Kordziel**, we have a beautiful St. Madeleine Sophie School **yearbook** once again this year.
- **Drama Club** production of The Wizard of Oz was a huge hit on May 21.
- **Final Professional Development day** of the school year on May 22. After having a reflection led by Sister Sue Zemgulis OP and Dr. Joy Galarneau from the Dominican Retreat House we looked at the past year. Using our accreditation improvement plan we discussed what goals we met and which ones we need to continue to work on next year. We will forward our updated plan to the Catholic Schools Office in July. We also celebrated how blessed we are as a staff with some fun.

#### **Anticipated Enrollment for next year 2025-2026 School Year**

**Full Three Year Old Pre-K** - two rooms with a total of 27 students

**Full 4 year old UPK**- one room with 18 students

**Full 4 year old SMS Pre-K** - two rooms with 20 students each

**Full Kindergarten** - one room with 24-26 students

**Full First Grade**- one room with 22-23 students

**Small Second Grade**- one room with 10 students

**Full Third Grade**- one room with 22-23 students

**Fourth Grade**- still room- one room 17 students

**Fifth Grade**- still room-one room, 12 students

**Expected enrollment 192-195 total 2024-2025 enrollment: 183**

\*\* We are especially proud that at least 6 families were offered free UPK through Guilderland at other locations and refused the spot. They instead have chosen to stay with us and will be paying full tuition next year. At least two of the families are new to SMS, the other 4 students are currently in our three year old program

- **Summer Camp** begins July 7 for 6 weeks. 70 students are signed up, choosing between one and six weeks with options for half day, full day and full day with aftercare until 5pm. Campers will attend SMS VBS during the last week of camp.



## ATTACHMENT 3

### OUR STRATEGIC MISSION PROCESS-UPDATE

Dear Parishioners-

On Thursday, May 22, 2023, the pastors of the diocese gathered at Christ Our Light Parish Center in Colonie. The Bishop invited to hear the process ahead for all parishes. Fr. Brian Kelly, Vicar for the Promotion of Integral Parish Development, presented a written process entitled, "Refocusing on the Mission".

The document indicated that the "overall goal" is to "compassionately, prayerfully and strategically realign parishes/buildings/active disciples toward vibrant missionary Church life in the community, honoring memories and legacy while discerning a new way forward. This is an opportunity for renewal within our local communities to become outward evangelists in a world of changing needs, struggles and longing for God".

Here is the "Mission Focused Timeline" revealed in the document.

September 2025: Vicarate meetings

October 2025-March 2026: Synodal meetings of local networks and neighboring parishes for planning and recommendations

- October 2025: Prayerful Beginning-Synod Meetings
- November 2025: Full Assessment of Financial and Demographic Data
- December 2025: Ministry, Outreach and Mission Review
- January 2026: Community Partnership and Listening
- February 2026: Proposals and Criteria for Refocus/Realignment
- March 2026: Discernment and Recommendations submitted to the Bishop

April 1, 2026: Recommendations submitted to the Bishop

May 2026-April 2027: Mission Focused Recommendations

As I learn further details, I will share them with you.

God's Peace,

Father Jim

