



St. Francis of Assisi Parish Annual Report 2013-2014

It gives me great pleasure to offer to St. Francis of Assisi Parish this third report in my tenure as pastor of our parish. This report reflects the viability, both spiritual and financial, of this community of faith, as we minister to one another in the spirit of the gospel as followed by Saints Francis and Clare of Assisi.



Our parish ministries and programs continued to thrive this past year, and expanded to include new ministries, like FOAM (Families on a Mission), and our 50+ Ministry. We hosted special events that fit our parish mission to advocate for justice and to welcome all, including: Pathways for Justice presentations on immigration reform, and on human trafficking; a presentation by Sr. Simone Campbell, SSS on Economic justice; an Ecumenical Choir Concert, which brought together choirs from our parish and school, and from Trinity Episcopal, First United Methodist, and Bethany Presbyterian; and the Diocesan Mass we hosted in honor of Black History month, with Bishop Soto presiding.

Our Liturgy Director, Deborah Jones, completed the icon of Saints Francis and Clare in the Parish Center, which was blessed on the Feast of Francis 2013.

The Parish Pastoral Plan (strategic plan) for the next three years has been completed after more than two years of effort on the part of our Parish Council, in collaboration with our parish staff and Finance Council. This plan will lead us forward as we strive to meet you, our parishioners, where you are on your faith journey, and to live out our parish mission.

The annual parish Covenant of Sharing invited your increased participation in our community life. Thank you for your commitment to share your time in volunteering in ministries and for special events, and to share from your financial resources. This year we had many new volunteers and an increase in offertory donations. Your participation makes possible all that we accomplish at St. Francis. Our finances are in great shape under the guidance of the Parish Finance Council—and thanks to your generosity.

This past year the majority of our parish staff, as well as I, experienced the loss of a close family member. Your support and prayers meant a great deal to all of us.

A loss that we shared with the entire parish was the passing into eternal rest of Michael Humphrey, our Music Director, on January 3, 2014. Music ministers from our parish and school, and from other parishes where Michael had served, gathered together as one to lead us in song at the funeral celebration of his life held at our church.



Michael Humphrey

Pastoral Associate Peggy Chambers stepped in and took on the role of directing our music program during a very difficult time for everyone. She is to be congratulated on a fine job, and deserves our gratitude for finding a way to divide her time successfully between our music program and our sacramental preparation programs.



Georgie Saydak

We were also sad to lose to retirement Youth Faith Formation Director Georgie Saydak, and Cheryl Ramirez, our school principal. Both Georgie and Cheryl added a great deal to the education of the children of our school and parish over their years of service.



Cheryl Ramirez

This past summer, we were very fortunate to welcome Skip Bacon as Director of Faith Formation, and Ivan Hrga as Principal. I look forward to working with them, and welcome their vitality and enthusiasm for ministry at St. Francis.



Skip Bacon

I am grateful that you continue to support and encourage me as I try my best to lead St. Francis Parish—while trying to meet my other major responsibilities as a friar priest.

Sincerely,

Kenneth J Laverone ofm
Pastor



Ivan Hrga

FROM OUR PRINCIPAL

What a year! 2013-2014 brought with it many new experiences, challenges, joys and transitions. With God's blessing and guidance, St. Francis of Assisi Elementary School remains strong, vibrant and a true bright spot within the Diocese of Sacramento.



Last year, we enjoyed a healthy increase in enrollment, from 327 to 341 students. With the combination of parental contributions, fundraising, full enrollment and prudent spending, we ended the 2013-2014 school and fiscal year with a significant surplus.

During the past year, we continued our mission to expand technology in all grades. In the final months of the Spring semester, we purchased class sets of Chromebooks for the Sixth and Seventh grades, as well as charging and storage carts. With this purchase, we have successfully outfitted all but one classroom with new technology. Our goal for the 2014-2015 school year will be to take care of our final classroom, the Eighth Grade. For this coming year, we have entered into an agreement with a technology company from Davis, Beehively, to manage our technology infrastructure, troubleshoot, and help put together plans as we move forward. Beehively has been working with the Diocese for the last few years.

We had an exciting year with all of our fundraisers and campus events. We kicked off our year with our annual Back-to-School BBQ. Our chairs and volunteers provided a welcoming atmosphere for our entire community to enjoy and—most importantly, to be with one another. In addition, we held an Oktoberfest fundraiser; annual Christmas pageant; Family Day on campus; Catholic Schools' Week open house, pancake breakfast, and week-long activities; Family Valentine Dance; Drama Club production of *Tapestry*; Spring Concert; Choir Concert; Jog-a-Thon and end-of-school-year Picnic—just to name a few. As a community, we do all we can to celebrate our school.

Last year, we welcomed two new members to our staff. Mr. Joseph Pavelchik, or Coach Pav, is our new Physical Education teacher, Assistant Athletic Director and Little Dribblers Coordinator. Coach attended Our Lady of Assumption School in Carmichael, Jesuit High School, and earned a B.A. from Sacramento State University and a Masters in Education and California teaching credential from National University.

Mr. Christopher Eidam is our new fifth-through-eighth-grade Spanish teacher. Chris earned a B.A. in Spanish from Sonoma State University and spent part of his time studying at the University of Granada in Spain. Chris is from South Lake Tahoe, where he was an active member of St. Theresa Parish, where he often played guitar during Mass. We have truly been blessed with these two individuals.

As in all things we do, our faith and our Franciscan spirituality are at the forefront. As a school, we participated in weekly prayer services in the church led by our students. We celebrated monthly Masses as a full school community with

either Fr. Ken or Fr. Sebastian presiding. As part of the Feast of St. Francis celebration, the friars offered a blessing of the animals. We also offered a Family Advent Retreat, Lenten Family Soup Suppers, and honored our graduating eighth-graders during the Baccalaureate Mass. Joining with the greater parish community, we performed at the Ecumenical Choir Concert; participated in FOAM (Families On A Mission) activities, as well as the parish Festival and Picnic, proclamation of the Christmas Gospel at the Christmas Eve Family Mass; and celebrated the continued initiation of our students into the Church with First Eucharist and Confirmation.

In the classroom, we have continued implementing the Common Cores Standards and assessment, a process that began two years ago. In order to measure the Common Core Standards, we have administered the Diocesan Acuity testing, a web-based, formative assessment given to our students every nine weeks. These "interim tests" in math and language arts assess the progress towards the standards at each grade level during a nine-week stretch. For the 2013-2014 school year, St. Francis was either at or above the Diocesan average. We are very proud of our staff and students for all their hard work and dedication. We continue to strive for greater levels of success, especially as we continue to implement the Common Core Standards and the testing that comes along with it. We are encouraged by all the progress that we have made.

From the student side of things, last year we had our largest number of student participants in our fall sports program. Nearly 50 athletes participated on one of four volleyball teams and one very large cross country team. We also had great success in other extra-curricular programs, such as Drama with Ms. Sharon Pressburg, Guitar Club with Mr. Dan Reynoso, Dance Club with Mrs. Angela Javideyan (formerly Gregroy), Band with Mr. Dan Funner of the Catholic School Program—and a vibrant Extension program. Our students and staff are always eager to participate and venture beyond the classroom.

We are blessed and honored to be a part of the St. Francis of Assisi Parish community. Our vocation is part of the greater call of St. Francis and the Church. We had a wonderful 2013-2014 school year and are looking forward to what has already been an exciting 2014-2015.

Sincerely,

Ivan M. Hrga
Principal



Jog-a-thon

Sampling of School Activities



Christmas Pageant



Blessing of the Animals



Family Advent Retreat



Holy Thursday Alfombras with Big and Little Buddies



Oktoberfest



Back to School BBQ

Catholic School Advisory Commission 2013-2014

Michael LeLouis, Chair

Jessica Donaldson
Dineen Greer
Kevin Haag
Sequoia Howell
Josephine Lingao

Samara Palko
Marge Peterson
DeAnn Splinter
Tom Sweetman
Roberta Wahlberg

Evelyn Fallon, Parish Council liaison
Sebastian Sandoval, OFM, Pastor's Representative



3

Dance Club



Run to Feed the Hungry

FROM OUR PARISH COUNCIL

This past year our Parish Council continued to work together in our advisory capacity to Fr. Ken, prayerfully representing our parishioners and supporting our mission statement.



We provided partnership and support for many parish activities, including: welcome brunches, our parish estival and picnic, our Covenant of Sharing Commitment weekend, our Parish Council elections, and recruiting for our new Director of Faith Formation. We also advised throughout the planning process for our new altar and ambo. Parish Council members served as liaisons on the School Advisory Commission and Finance Council, as well as on the Parish Capital Improvement and Long-Term Maintenance committee.

Our primary focus this year was the continued development of our Pastoral Plan to address the long-term needs of our parish. After many meetings, thoughtful discussion, and prayerful reflection, we are confident that we, in partnership with Fr. Ken, our parish staff and Finance Council, have developed a Pastoral Plan that will ensure that St. Francis Parish continues to be guided by our mission statement.

As we move forward this year, the Parish Council will continue to work in partnership with Fr. Ken to ensure that our parish remains a special place of worship and fellowship. As always, all members of the Parish Council welcome your suggestions, feedback and/or participation in our monthly meetings. We serve not only as an advisory council to the pastor, but also as a voice of the parish. Please feel free to reach out to any Parish Council member or contact us directly at parishcouncil@stfrancisparish.com.

Michelle Hernandez-Flores
Parish Council Chair



Parish Council 2013-2014

Michelle Hernandez-Flores, Chair

Michael Cheney	Margaret Healey
Ken Da Rosa	Jean Iacino
Dick Crippen	Ray Ibe
Evelyn Fallon	Dennis Mahoney
Cecelia Fisher-Dahms	Kent Meyers
Stephen Frei	Samara Palko
Tami Gutierrez	Lonny Villalobos

Sebastian Sandoval, OFM, Staff Liaison

Pastoral Plan Goals

Beginning in 2011, the St. Francis Parish Council began a pastoral planning process. Our goal was to develop a three-year Pastoral Plan that identified and prioritized goals for the parish that would help us use our time, talent, and treasure to fulfill our parish mission statement. This pastoral plan is a tool that provides a blueprint to strengthen activities that support our parish mission, to address areas for improvement, and to support new accomplishments. The pastoral plan is a living document that will change over time as goals are accomplished and circumstances change.

Evangelization Goals

- Explore and expand additional media options for evangelization based on the demographics of the parish.
- Reconnect with and invite to the parish those who have received sacraments at St. Francis of Assisi Parish.
- Investigate and create small faith sharing and faith formation opportunities in the parish.

Outreach Goals

- Continue to grow the Families on a Mission (FOAM) program.
- Develop a variety of social, spiritual, and service opportunities to address the broad demographic profile of our parish, thereby making these groups feel more welcome—and involved in the parish.

Liturgy/Spirituality Goals

- Educate about and promote authentic Franciscan spirituality in the parish, diocese, and greater community.
- Expand opportunities for full participation by all parishioners in our worship life.
- Provide parish-wide liturgical catechesis.

Facilities Goals

- Consistent with the Capital Improvement and Long-Term Maintenance Committee plan, fund shorter-term projects.
- Establish a formal capital outlay planning process.
- Develop a transparent process for identifying and budgeting routine, ongoing maintenance.

Parish/School Relationship Goals

- Further develop and enhance the relationship and interaction between the parish and school.
- Foster unity between parish and school liturgical life.

Finance Goals

- Increase the transparency of the parish finances and provide more opportunities for parishioners to review the parish budget before it is adopted each year.
- Develop an estate planning program for Parish and School, and a policy for the use of unrestricted large gifts.

The Parish Council encourages you to view the full plan, which will be available on the parish website soon.

FROM OUR FINANCE COUNCIL

Your St. Francis Parish Finance Council had a busy and easier year during 2013-14 due to the great generosity of donations from parish members. We thank you!



What is the Finance Council? The mission of the Finance Council is to support, consult with, and make recommendations to our pastor in fiscal matters, in accordance with Diocesan policies and procedures. We are the keepers of the budgets, mainly operations and capital improvements budgets.

What did we do this year? Our process for creating the annual operations budget continues to be refined. Staff input is sought at the onset of planning, so that their responsibilities are funded appropriately, allowing for growth as much as financially possible. When the budget is prepared, it is presented to the Parish Council as a draft, then again as a final budget. New for next year (2015): notices of those presentations will be published in the bulletin inviting interested parishioners to attend.

The Finance Council works with the school to finalize their annual budget, created according to diocesan guidelines. Each year the school's Finance Committee chair attends our parish Finance Council meeting to present the school's budget draft. Their budget is then finalized, and it is approved by our Council before it is submitted to the Diocese. There is great cooperation, with all groups working together.

This year Ron Hamilton, Diocesan Parish Financial Services Coordinator (meaning that he works with parishes as budgets are developed and followed), attended our February meeting and talked about the Parish Financial Self-Review Process that both the school and parish would do this year. Thanks to our parish and school bookkeepers, that process has been completed, and our reports have been submitted to the Diocese.

Soon we will see the new Altar and Ambo and railings installed in the church. Bequests and donations have fully funded this project. Other projects, which were agreed upon and budgeted for last year, have been completed, such as landscaping the Parish Center courtyard, installing new

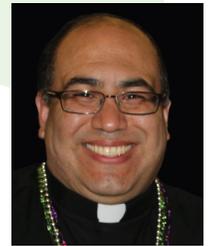
windows in the friary, repairing stained-glass windows in the church sacristy, etc.

The Finance Council worked energetically to prepare the strategies, goals and doable action steps for the Parish Pastoral Plan. We're excited about having the operations budget process well in hand, and we will continue to work on responsible financial planning for parish funds.

Judy Miranda
Finance Council Chair

Diocesan ONE Campaign

Last year, Bishop Soto asked all parishes in the diocese of Sacramento to participate in the Diocesan ONE Campaign to GIVE, SERVE, and PRAY TOGETHER. The goal of the campaign was to raise \$50 million to address current and future needs of parishes and the Diocese, and to encourage parishioners to commit to service and faith formation.



The Campaign goal for St. Francis of Assisi Parish was \$653,833. As of June 30, 2014, we had reached:

- **\$447,808** in pledges and one-time gifts
- **87,410** hours committed to service (includes 85,000 hours committed by St. Francis Elementary School)
- **227,850** hours of faith formation (includes 225,000 hours committed by St. Francis Elementary School)

Parishes are receiving 25 cents of every dollar raised toward their ONE Campaign goal. Our 25% share will be used to fund these capital improvements:

- **New altar and ambo**
- **Permanent baptismal font**
- **Reconciliation Room renovation and improvement**
- **Repair of peeling paint on the church ceiling**

As of June 30, we had received **\$15,182** as our 25% share of your donations.

I would like to thank all of you who participated in the ONE Campaign for your generosity, and to encourage you to continue to fulfill your pledges. I would also like to thank the volunteers who worked with me for six months to implement the ONE Campaign here at St. Francis: Tony and Ann Chavez, Betsy Reifsnider, Carrie and Peter Detwiler, Mike Falasco, Paul Rieschick, Evelyn Fallon, Dick Jaco and, especially, Beth Mullen, who chaired the committee. I would also like to thank Peter and Carrie Detwiler, Tony Cantelmi and Shelly Garone, and Ed Condon and Norman Lorenz for opening their homes to parishioners interested in learning more about the ONE Campaign.

Sebastian Sandoval, OFM
Associate Pastor

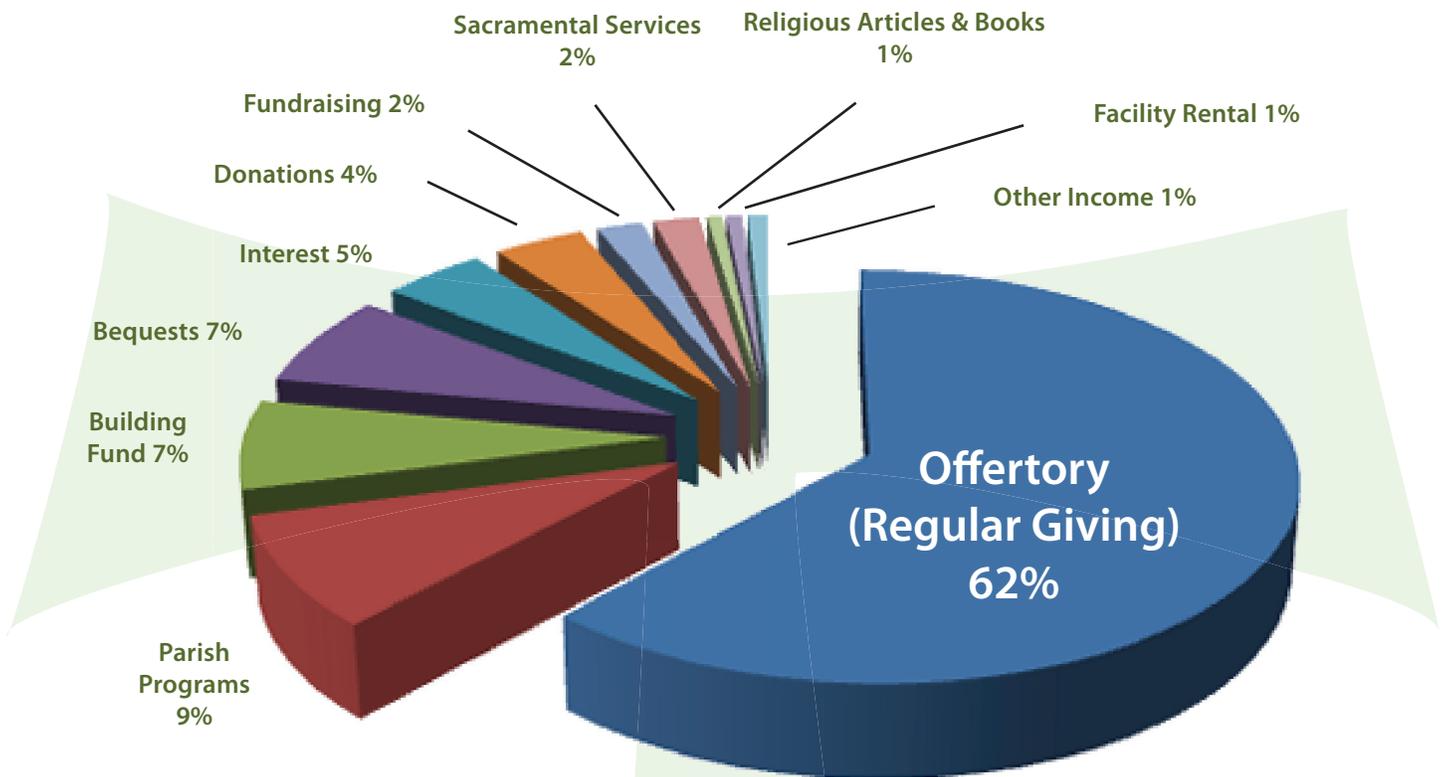
Finance Council 2013-2014

Judy Miranda, Chair

Tom Griffin Paul Rieschick
Beth Mullen Yvonne Wooten

Dennis Mahoney, Parish Council Liaison
Sebastian Sandoval, OFM, Staff Liaison

Your Financial Gifts to St. Francis (Revenue) 2013-2014



Resources for Our Future

Harrington Fund (restricted)	\$2,063,324
Building Fund (restricted)	99,899
Endowment Trust Fund (restricted)	60,070
Reserve Operating Funds	476,500
Total Assets less Liabilities	<u>\$2,699,793</u>

Harrington Fund (Restricted)

A bequest designated for charitable and humanitarian purposes. Interest from this fund supports our outreach to the homeless and others in need.

Building Fund (Restricted)

For capital improvements, equipment and repairs >\$2,000.

Endowment Trust Fund (Restricted)

Funds available for parish use: not to exceed earnings, and not more than 5% of the total value of the Fund.

Operating Reserve (Savings):

A contingency fund for operating expenses, in line with best practices for non-profits.

Offertory

- 62%** The majority of our revenue—62% came from your regular, unrestricted giving (offertory).
- 48%** 48% of our registered parishioner households contributed to the offertory via check, offering envelopes (cash or checks), direct deposit, or credit card (online donations).
- \$709** Average annual contribution to offertory
- 62%** Gave between \$2 and \$500
- 32%** Gave between \$501 and \$2,500
- 6%** Gave over \$2,500

This year we welcomed
148 new families into our parish.

Fundraisers

Mardi Gras Gala

Our 6th annual Mardi Gras Gala dinner/dance featured a silent and live auction, live music, and a DJ. Over 200 parishioners and guests enjoyed dancing, a catered dinner, and bidding on fabulous auction items. Net: \$21,126

Memorial Mums

You filled the church with chrysanthemums in November, honoring family and friends. Net: \$1,406

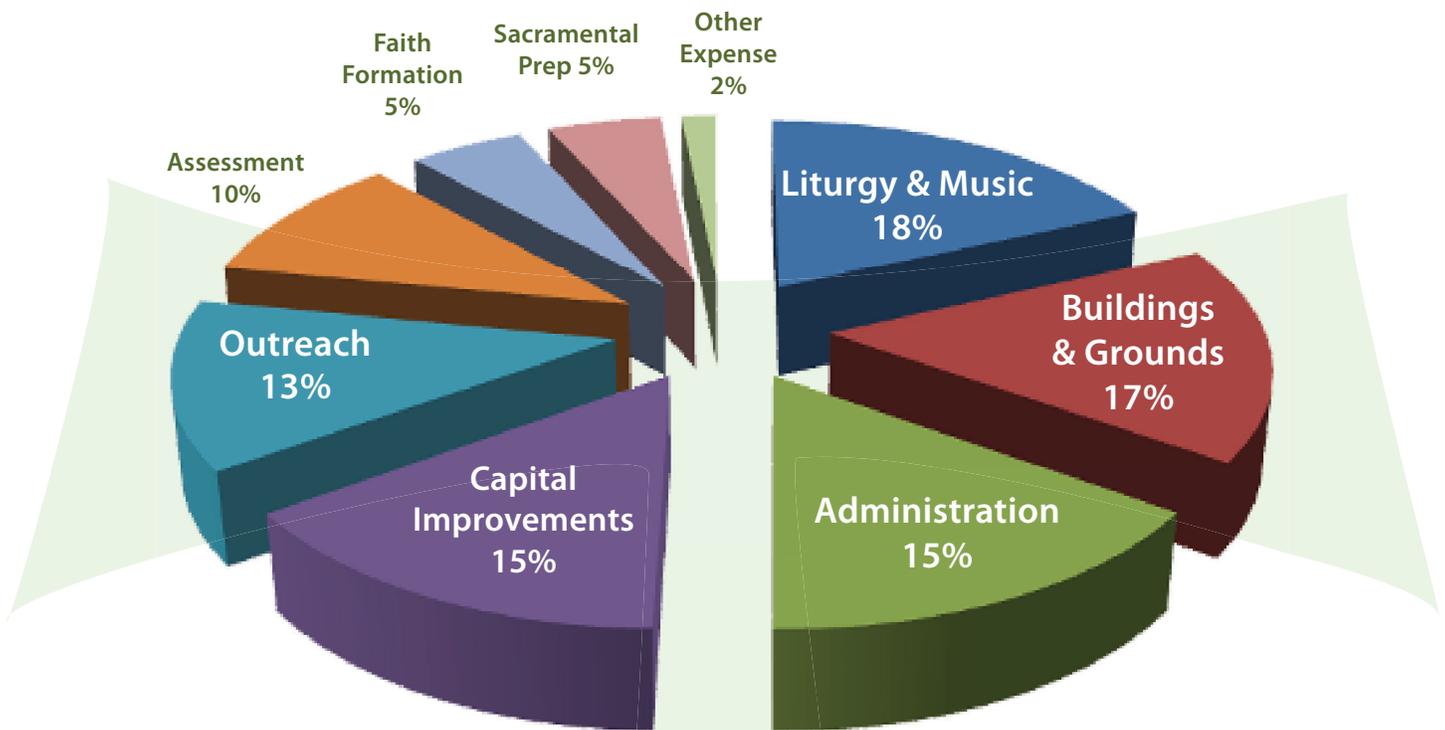
100% of donations from our fundraisers stayed at St. Francis to support our parish programs and ministries.



Mardi Gras Gala



Stewardship of Your Financial Gifts (Expenses) 2013-2014



Sharing with Others

Step and Breakfast Ministries

- We welcomed 16 homeless guests every night, and provided them with a light breakfast—approximately 150 guests per year.
- Cost per guest per night: \$12.25

Assistance to the Needy

- We assisted families and individuals in need: \$9,139

Tuition Aid

- We provided tuition aid to school families (from the Harrington Fund): \$10,000

Special Collections

During the year, you gave to a number of special collections to assist others, including:

- Francis House: \$20,010
- Franciscan Friars of the St. Barbara Province: \$4,417
- Holy Land (Good Friday Collection): \$3,525

Capital Improvements

Church

Windows	\$11,537.18
Boiler Repair	5,065.05
Gutter Repair	2,785.00
New Electrical Panel	1,572.00
Grading Blacktop	1,669.00
Door Repair	1,629.00
Altar/Ambo	<u>2,800.00</u>
	\$27,057.23

Parish Center

Courtyard renovation	\$32,442.74
Installed new database	4,910.15
Purchased/ installed two new computers	1,634.24
New dining room tables	3,160.34
New parlor room furnishings	<u>1,347.84</u>
	\$43,495.31

Friary

HVAC	\$68,155.00
Windows	<u>29,256.00</u>
	\$97,411.00

Total: \$167,963.54

LIVING OUR MISSION...

Reaching beyond Ourselves...



FOAM Families Helping Out



Refurbished and landscaped Parish Center Courtyard provides a welcoming respite for our Step Guests each evening.



"Oh Music!" Ecumenical Choir Concert



Presentation on Economic Justice by Sr. Simone Campbell, SSS



Pilgrimage to City Hall for Affordable Housing

...THROUGH YOUR GIFTS

Supporting Spiritual Growth...



Fr. Jack Stoeger
"Follow Francis: Be Jesus"
Lenten Retreat



Sr. Margie Will, OSF • "Awakening to Beauty" • Women's Day Retreat



Sr. Claire Graham, SSS • Music Ministry Retreat

Ministry Volunteers

Liturgy	215
Outreach	241
Youth and Adult Faith Formation	84
Music	101
Sacramental Preparation	25
Administration/ Parish Leadership	59
Buildings and Grounds	17

Growing in Our Faith

Infants Baptized	41
Children Receiving First Eucharist	54
Children Fully Initiated into Our Faith	15
Youth Confirmed	37
Adults Fully Initiated into Our Faith	11
Adults Confirmed	7
Marriages	19
Funeral Services	25
Youth in Sunday Faith Formation Classes	168
Youth Enrolled in Our School	341
Adults and Youth in RCIA/ CIC Programs	58

ANNUAL FINANCIAL REPORT

	2014-2015 Budget	2013-2014 Actual	2012-2013 Actual
Ordinary Income/Expense			
Income			
Offertory Collections	694,000	679,523	644,588
Sacramental Services	12,000	17,576	14,048
Facility (Rental) Donations	8,000	7,913	10,324
Religious Articles & Books	7,500	7,189	8,243
Donations & Unrestricted Gifts	40,000	43,318	24,665
Parish Programs	102,850	102,017	91,634
Fund Raising Activities - Net	22,500	21,717	45,220
Interest & Dividends	50,000	49,819	48,699
Other Receipts	2,700	4,005	3,127
Total Income	939,550	933,078	890,547
Expense			
Salaries & Wages	316,300	321,557	300,781
Payroll Taxes	19,657	19,829	18,928
Employee Benefits	103,113	105,467	95,267
Automotive	4,150	5,604	2,141
Church	54,670	54,991	48,853
Friary	24,200	22,812	24,984
Hall	1,200	2,104	2,115
Parish Center Building	49,660	52,211	51,422
Parish Office	40,080	40,374	42,767
Religious Articles & Books	3,000	3,034	6,099
Property & Liability Insurance	43,219	43,891	44,042
Property Tax-Assessment	2,750	2,739	3,708
Parish Programs Expense	164,750	155,095	145,860
School Subsidy	10,000	10,000	10,000
Other Expense	13,750	13,820	13,952
Diocesan Assessment	122,300	116,026	111,312
Total Expense	972,799	969,553	922,231
Net Ordinary Income	-33,249	-36,475	-31,684
Other Funding Sources			
Harrington Bequest	32,724	38,524	10,907
Designated Donations/Bequests	0	159,632	67,033
Total Other Funding Sources	32,724	198,156	77,940

Note: St. Francis Elementary School financial reports are published online http://www.stfranciselem.org/Admin_Operating.asp

Parish Mission Statement

St. Francis Parish is a Catholic Christian Community building the reign of God in the spirit and path of St. Francis and St. Clare of Assisi.

We value vibrant liturgy and personal prayer as a way to worship God and celebrate life.

We are an inclusive community respecting the dignity of all persons and supporting the journey of each person.

We respond to the command of Jesus to love by welcoming all, evangelizing, supporting spiritual growth, and being Eucharist to each other.

Challenged by the Holy Spirit, we reach beyond ourselves to care for our neighbors, the poor, the marginalized, and those alienated by our Catholic Church.

We aspire to be witnesses and prophets advocating for justice in the world and in the Church.



Icon of St. Francis and St. Clare, by Deborah Jones