Monday June 17, 2013

Members Present: Jeff Mancabelli, Br. Frederick Mueller, Br. James Wallace, Bob Scott, Heather Ferro, Br. Fran Eells (Monday only), Ed Barno, Teresa Diamond, Br. Brian Henderson, Jim Logan, Maggie McGuinness, and Alan Weyland

Members Absent: Bill Macatee

Ex-Officio Member Present: Maryann Donohue-Lynch

Ex-Officio Member Absent: Br. Dennis Malloy

The meeting began at 8:42 am with a prayer service led by Maryann. Following this Alan reviewed the agenda for the meeting. Alan then presented the March minutes for approval. There were no amendments to the minutes. Brother Brian motioned to approve and Jeff seconded. The motion was approved by a vote of 11-0.

At 9:05 am the Council began discussion of its formation article for this meeting. Members were asked to read the first two chapters in the recently published Institute Bulletin 254. Each member was invited to offer his/her reflection on the material. Some of the key comments included:

- We need to make sure to continue to extend the invitation to association and mission
- People come to their understanding of the Mission in their own time
- There is imperceptible movement toward association and mission
- We have a great challenge in transitioning young people on the path of mission
- We need to pay attention to the sense of belonging in the larger sense, the importance of this, and the invitation to belong as well to the larger mission
- The kaleidoscope image presented in the bulletin offers a great metaphor and has important implications

As a final comment Brother Frederick recommended to Council members that they should read the recently posted Statement of the Young Brothers of RELAN (available on the Regional website). Br. Fred indicated that their comments on association provide an interesting and important insight into their thinking at this time in the history of the Region and Institute. The discussion on Bulletin 254 came to a close at 10 am after each individual had had time to offer his/her thoughts.
The Council then took a five minute stretch break.

The Council resumed its discussions at 10:10 am by moving to the international initiatives item under General Session—Part I.

Alan began with comments on the new DENA ministry of St. Vincent Strambi in Bull Savannah, Jamaica. He summarized the steps that had taken place since the March meeting. Essentially, after the recommendation by the MEC and the recommendation of the District Council to open a community in Bull Savannah, the Visitor submitted a formal request to the Superior General and General Council. They approved the new community and thus our involvement in St. Vincent Strambi. Two Brothers were named along with a Partner to begin the initial community there. They are respectively Br. Augustine Nicoletti (Principal), Br. James Wallace (Animator), and Rich Ward (Volunteer). The Council was quite appreciative of the willingness of these Brothers and Partner to serve in our newest District ministry.

Alan shared that he met last week with Brothers Augustine and James on a number of topics after their recent trip to the school. While there they met with both diocesan and current school officials. Highlights included

- Housing and vehicle—arrangements are in process to ensure all items are addressed prior to the arrival of the community in August
- School—meetings with the Assistant Principal resulted in some daily schedule changes and the addition of several new offerings to better support vocational training
- Board—the current board has been disbanded and will be reconstituted as an advisory board; Br. Augustine is working with diocesan officials to select the members; it will begin as a small advisory group
- Lasallian formation—Brother James will have the lead in this area with the faculty/staff as well as the students and parents; the intent is to proceed slowly, focusing efforts on the Founding story and the Twelve Virtues as they will need to transition the community form the Passionist charism while still incorporating elements of it. Alan also mentioned he will visit the school and community during the year (probably November) and make a presentation to the faculty during this visit
- Finances—since the original budget for the community was based on two Partners and only one will be there, the budget has been reworked in consultation with Br. Tim Froehlich, Director of Finances; everyone involved understands this will be a financial “work in progress” as well

Alan also mentioned his brief conversation with the Superior General while attending the International Assembly in May. Brother Alvaro was very pleased with the initiative and hopes that a formal announcement will be made soon. Alan will convey this to the Director of Communications for DENA. Alan then invited Council member Brother James to share with the rest of the Council his thoughts and observations on his recent preparatory trip to Bull Savannah. Br. James cited numerous opportunities beyond the educational component for outreach to the local community in support of the local Church’s evangelization efforts and their youth programs.
Following the information on Jamaica the Council tabled the Haiti report until the afternoon session and moved to committee work at 10:35 am. The two committees 1. Lasallian Mission and 2. Education and Formation for Association and Mission met separately until 12:05 pm.

The Council then broke for lunch which was followed by a tour of St. Joseph’s led by President and Council member Bob Scott

The Council resumed its meeting at 1:30 pm with a report out by the two respective committees as to their discussions.

Lasallian Mission

**Action Plan for Mission—Annual Review/Assessment:** Alan and the committee conducted its quarterly review of the MEC’s response to the APM. Six additional items were added to the chart reflecting progress in meeting the action items.

**Lasallian Leadership Discernment Program:** Alan updated the Council on the status of the LLD program that was scheduled to begin this August. Even after extending the deadline until the end of May (from the end of April) he only had four applications. He had 4-5 others express an interest but did not receive applications from those individuals. Based upon this and in consultation with the Visitor, Alan decided to postpone the start of the program until the summer of 2014. Committee members spent a few minutes considering reasons for the lack of response. This program was part of the Action Plan for Mission and the need for leadership development has been clearly articulated. Alan and Maryann will work with chief administrators later in the summer and into the first semester to develop possible candidates. It was felt that at least 10 were needed in order for the program to be offered. Alan will continue to keep the Council apprised of progress in this area.

**LMAP Reviews:** The final reports from the Lasallian Mission Assessment Process conducted at De La Salle “Oaklands”, Christian Brothers Academy—Lincroft, and The De La Salle School—Freeport were presented to the committee members for their input and questions. Alan answered a few questions. During the discussion it was recommended to Alan that he develop a progress chart for the Council’s on-going review of all of the LMAPs that have been conducted and the schools’ respective efforts in meeting the goals and recommendations of the respective Visiting Teams. Alan indicated that Brother Dennis Malloy has asked for a related document for the Ministry Corporation’s on-going review beginning in August. Alan stated that he would develop such a document. Alan then asked for the full Council’s approval of all three reports. Brother Fred so moved with a second by Jim. The vote was 11-0 for acceptance.

**New Ministries:** Alan reported on three ministries and their current or possible future connections to the District.
Trinity High School of Manchester, NH: This school community initiated discussions with the District several years ago. Several visits have been made to Trinity and they have participated in several previous Lasallian Youth Assemblies and Huether Conferences. This past year the school was put on hold in further exploring the connection because of a search for a new diocesan superintendent. Alan recently received a note from a school official that the newly appointed superintendent is very supportive of the school’s effort to re-connect with its past (Trinity has as one of its legacy high schools Bishop Bradley which was conducted by the Brothers). Alan anticipates that Trinity will ask the District to begin the process of association in the network sometime in the coming academic year.

John Paul II High School of Boca Raton, FL: Alan made several visits to the school this past year at the invitation of the interim school President, Brother Daniel Aubin, FSC. Additionally, the Principal is a graduate of Calvert Hall. Because of some significant issues at the school in the recent past with the previous religious congregation it has been recommended by an outside assessment group (and supported by the diocesan superintendent) that the school engage in a new charism. Early steps in this process are underway and the Principal and Assistant Principal are enrolled in Buttimer I for this summer. Alan will continue to engage with Br. Dan and other school officials about a possible future connection to DENA.

If either Trinity or John Paul II begin the process of association it was recommended that they be listed on the Governance and Ministry Structure chart under a new category—Candidate Schools

St. Vincent Strambi High School of Bull Savannah, Jamaica: Alan reported earlier in the day on the situation with this school in Jamaica. Given that the Superior General and the General Council have given approval for a community to be established and the MEC, DC, and Brother Visitor have committed to the running of this school, it was recommended that it be considered a District ministry from the beginning and not be required to formally go through the new ministry process as outlined in the MEC policy. However, it was strongly recommend by the committee and supported by the full Council that the policy, as much as possible, be informally followed and addressed over the next few years. This will help insure appropriate Mission development of this ministry and it will maintain consistency with the other two possible ministries (cited above).

Alan also briefly discussed how the College St. Jean Baptiste de La Salle of Cazeau, Port au Prince, Haiti might be incorporated in a listing of District ministries. The recommendation was that on the Governance and Ministry Structures chart that it be listed in the international section. It was further recommended that the “International Presence” listing be changed to “International Partnerships” to better reflect our work in the Lwanga District as well as in Haiti in relationship to the District of Antilles-South Mexico.

Mission Assembly 2015: In the last 10 minutes of the committee session Alan introduced the topic of the next Mission Assembly which is less than two years away. Dates have been set for March 12-14, 2015. Preliminary plans are for it to be held in the same location in Long Branch, NJ. Two key points of the brief discussion centered on:
The next Mission Assembly would be particularly informed and guided by the current Action Plan for Mission, and the results of the International Assembly of 2013, The Young Brothers International Assembly, the Young Lasallians International Assembly, the General Chapter of 2014, and the current state of the District and Region at the time of the Mission Assembly.

The first planning priority will be the number and composition of delegates. A brief discussion was engaged in by committee members on this topic. Composition possibilities considered were by right of office, representatives from identified groups, ministry representation, and at-large representatives. Additionally, there was a brief mention as to the “qualifications” of potential delegates e.g. length of service, formation, etc.

It was decided that planning needed to begin with the September meeting.

Education and Formation for Association and Mission

Lasallian Animator: Maryann briefly reported on the spring 2013 gatherings related to the Committee on Association. The committee then reviewed the proposed draft description of a Lasallian Animator.

Points of discussion:

- Lasallian formation in relationship to the culture of the school/ministry and the role of the Animator in that environment. The committee affirmed the need for formation at all levels. Particular concern was expressed in relationship to the “aging out of the first and second generation of Lasallians.”
- This document is welcomed in clarifying the role of the Animator. However, the placement of this position in the organizational chart needs to be defined at the local level. It is imperative that the Animator has the support of the Chief Administrator and that clear lines of communication are established between the Animator and the President and/or Principal.
- This role represents a significant way that Chief Administrators can allow leadership to emerge in the community.
- The Animator is not the person who had to “do all the tasks” rather is the person that animates the community; recognizes leadership in others, and finds ways to engage people in leadership for the Lasallian mission.
- The Animator needs to be welcoming and invitational and a person of faith with a level of being “comfortable” in sharing that faith.

A concern was raised “are we getting too business-like with all these roles?” A summary of the response from our discussion of this question: this position is one that is recognized throughout the Institute and that it should be seen as a person of faith, well formed in the Lasallian mission, with zeal for the charism that animates the community to be a living expression of the Lasallian Mission.
Several people asked questions of clarification regarding the role of the Association Committee. The Committee gave its support to the draft document for the description of a Lasallian Animator.

**Formation Programs:**

An overview of the District’s Formation Programs including retreats was presented. A collective response is that we are doing good programs that are comprehensive in relationship to targeted groups. The “overview” formation programs tend to happen at the Regional level (Buttimer and Bro. John Johnston Institute)

**Points of discussion:**

- Do we evaluate these programs? Maryann reviewed the process for evaluation via Survey Monkey and follow-up conversation.
- Suggestion from the committee to issue an annual report of participation in formation programs inclusive of demographics and program evaluation to the Mission Executive Council, Chief Administrators and Lasallian Animators.
- How can vocation “fit” into these programs or do we need to develop new programs related to vocation? Discussion was held as to how we can “weave” vocation as related to consecrated life into our various programs. There was acknowledgement that the theme of “vocation” as responding to God’s call in one’s life is already present in many of the formation opportunities. It was suggested that a retreat for secondary school students on vocation, similar to the one from the San Francisco District be developed.
- A suggestion was made to include the Activity Directors with the Athletic Directors for the June 2014 program – running both jointly with parallel tracks.
- Webinars- looking forward to them.

**Public Advocacy Stance**

The Committee reviewed the proposed for the District of Eastern North America to take an advocacy stance on issues related to education and the Lasallian mission. Affirmation for the proposed process and a need to have such a document was confirmed.

**Points of Discussion:**

- To streamline the proposed process by eliminating the need for a Committee to review and vet any proposals. That would be the work of MEC and/or District Council.
- To follow-up with Brother Dennis regarding specific points of process.
- To have proposal ready for the joint meeting with MEC and District Council in September.
Hiring for Mission


Points of Discussion:

- Agreement with the comments and suggestions of the Secondary Schools Council.
- Create a resource regarding Hiring for Mission, not a policy document or White Paper.
- Maryann to have additional follow-up conversations with La Salle University and Manhattan College.

At 2:10 pm, following the committee reports the Council then moved to reports by the Executive and Associate Directors.

Executive Director Report: Alan reported on the following topics

Budgets: Alan gave his quarterly report on the Apostolate Endowment Fund. He provided Council members with current expenditures and anticipated expenditures prior to the close of the fiscal year on August 31. He answered several questions regarding his report. He then presented the proposed budget for the income derived from the annual financial assessment (tax) on District ministries. The budget was set at $229,900. After answering a few questions approval was moved by Br. Brian and seconded by Br. Fran. The budget was approved 11-0.

Spring Workshop: Alan reported on the successful workshop for admissions directors that was held April 10-11, 2013, at CBA—Lincroft. It was well received and well attended. Plans for next year include a workshop in April for Assistant Principals, Deans, and Academic Department Chairs. A June workshop is planned for Athletic Directors (and possibly Activity Directors).

Amendments to Policy on New Educational Ministries: Several minor changes (names of programs) were recommended by Alan. The Council concurred without a vote since there was no substantive change involved.

Joint Meeting of the MEC and District Council: Alan confirmed that the two Councils would meet jointly on the afternoon of September 23, 2013, at CBA—Lincroft. Lunch would be provided for both groups then a session from 1-3:30 pm would be held. Three topics would most likely be on the agenda: the results of the International Assembly 2013, an informational presentation on the Ministry Corporation, and a discussion on an Advocacy policy for the District. The session would subsequently be followed by a social and dinner.
Miscellaneous: Alan quickly covered a number of topics including

- 2012-2013 Ministry participation in District/Regional formation/education programs
- LEC meeting at the end of July
- Upcoming webinar programs
- Six LMAPs for 2013-2014
- Focus on sponsorship covenants for next year
- DLE due September 18
- Call for Huether presentations

At the end of Alan’s report Br. Fran requested that we discuss Boards of Trustees of canonical ministries in relationship to board training, understanding by board members of trustee responsibilities, the role of a board in chief administrator evaluations, and how the District interacts with boards and individual members. A significant discussion followed. At the end of the discussion Alan stated he would convey the key points of the discussion to the Visitor and the Ministry Corporation.

The Council took a break at 3:20 pm and resumed at 3:35 pm with the Associate Director’s Report.

Maryann’s report consisted of four topics:

District Association Committee: The most recent meeting was held April 8 at Manhattan College. Besides the regular committee members almost all ministries were represented by their respective animators. Time was provided to get to know each other better through small and large group exchanges. Following lunch, Brother Frederick Mueller made a presentation on the formation program at La Salle Academy Providence. Additionally, an update was provided on the Lasallian branding efforts. The next meeting will be toward the end of September focusing on the “job description” for the Animator’s position.

Spring Retreats: Two spring retreats were held for women and for grassroots Lasallians. The former was held in mid-April at Christian Brothers Center in Narragansett. It was well-received. The grassroots Lasallian retreat was held the weekend of April 27-28 outside of Albany. There were 24 participants, mostly from the three associative groups of RILAG, PALM, and LAMM.

Summer Formation Updates: DENA participation at Buttmer (44) and LSJI (17) is quite high. Lasallian Youth scheduled for mid-July at Manhattan College will be at previous levels (100-125). Service will focus on areas hit by Hurricane Sandy. The VEGA conference will be held August 1-4 at Niagara University. We anticipate 25-30 will be present for this second such gathering. The previous one was in 2011. Maryann briefly discussed the regional Women’s Symposium scheduled for the second week in July at the Russian River in California. DENA was invited to send eight participants, which we will have. Council members attending include Maryann and Maggie. They will give a report on the symposium at the September meeting.
Associate Director Activities: Maryann provided Council members a handout detailing her activities since the March meeting and for the upcoming summer months.

At 4 pm Maryann made her presentation on last week’s immersion trip to Haiti (This presentation had been tabled from the morning session.) Maryann passed out a summary sheet (to be filed with these minutes) covering the very recent trip by a DENA delegation to the St. John Baptist School in Cazeau. This delegation was comprised of eight adults representing seven different DENA works. This trip was made in support of the District’s Action Plan for Mission and served as part of the continuing efforts of DENA to collaborate with the District of Antilles-South Mexico, supporting the school that opened this past October. In the summary sheet Maryann detailed each day’s activities and included some reflection and insight. Highlights included

- Discussing with the Brothers several key topics
- Visiting the local orphanage
- Participating in some of the school’s activities with the children
- Meeting with the Sisters who manage the Women’s Clinic
- Visiting the Brothers Scholasticate in the hills outside of Port au Prince
- Taking a tour of parts of Port au Prince to better understand the earthquake’s devastation and the continuing needs of the Haitian people
- Witnessing the clearing of the land for the impending start of construction on the Women’s Clinic (open next summer)

The final part of her report offered eleven conclusions/actions as a result of the trip. These actions will be followed up in combination with other related initiatives for the school and reported on at the next MEC meeting.

Alan then informed the Council that his planned trip to the school for June 19-21 was postponed. He was to have traveled with an engineering professor from Manhattan College along with two MC engineering students. Their goal was to move along the potable water project by ascertaining the next steps/actions. However, prior to the trip Alan received a message that indicated that Brother Nicholas (a member of the Cazeau community and primary contact on this project) was not going to be present and would not return until mid-August. Additionally, Maryann brought back news and documents demonstrating that the water project was to be included as part of the new Women’s clinic project. After Br. Nicholas’ return Alan, will determine what the next steps will be relating to this area.

Additionally, Alan will be in contact with Brother Lanes, Principal, to determine more immediate needs (financial support) for the upcoming school year. He will report on this to the MEC at its September meeting. Finally, Alan passed out a brochure published by the District of Antilles-South Mexico that presents how the Mission is carried out in Haiti with a special focus on the new school in Cazeau.

At 4:30 pm the Council then moved to a report on the recent International Assembly held in Rome from May 5-17, 2013. The Council members were provided prior to the meeting the
final written report (although not the final “packaged” report that will come out by January 2014) for their review. Brother Fred provided the Council members an overall review of the International Assembly along with key highlights so that the members might contextualize the final written report better. The reports from the other three delegates were tabled until the next morning.

Following Br. Fred’s remarks, Alan asked for a few minutes before adjournment. Because Br. Fran Eells was not going to be present for tomorrow’s meeting Alan took this time to express his personal thanks and appreciation as well as that of the District for the service of the departing Council members. The other Council members also expressed their appreciation. Those finishing their service were Heather Ferro (1 yr.), Br. James (2 yrs.), Ed Barno (3 yrs.), and Br. Fran Eells (4 yrs.). To thank them and all of the Council members Alan presented everyone with a copy of Dr. Margaret McGuinness’ recently published book Called to Serve: A History of the Nuns in America.

The Council adjourned at 5:00 pm for the day.

Tuesday June 18

The second day began at 8:40 am with a prayer service led by Maryann.

At 8:45 am the Council returned to the report on the International Assembly. Jim offered comments on thematic group 1—Lasallian Pedagogy. Maryann then commented on the Evangelization and Pastoral Ministry thematic group that she had facilitated (Br. Fred also was in this group). Alan finished with his brief report on Educational Communities. Following this Council members were invited to react to the brief presentations and the written report. These reactions were based on three questions

1. What are the council members’ reactions?
2. What is congruent with our Action Plan for Mission
3. What are some of the critical points we will need to consider for the future? (particularly as we initiate our planning for the Mission Assembly 2015)

All members had the opportunity to share their thoughts. Key points included but not limited to:

- There are numerous similarities between the IA report and the District APM
- Not surprised by the direction of the report nor the congruence with the APM—many Council members have an international perspective as did Mission Assembly 2011 delegates—resulting in an APM that already take into account some of these challenges and responses
- A bit of a surprise that no mention of declining number of Brothers was mentioned and the strong use of the encompassing term of “Lasallian”
- The future development of formators is important (N.B. an Institute document that will serve as a guide for formators will come out soon.)
• An important challenge for us is maintaining creativity while holding onto our roots

Comments on other aspects of the document were offered. It will be important that this document, as accepted by the 2014 General Chapter, will be a foundational document for our Mission Assembly 2015.

Because of the length of the discussions yesterday on several topics Alan indicated he was tabling the discussion on Critical Issues—Standards and Benchmarks for Sustainability and Viability until the September meeting. He will continue to work on this during the summer months.

At 10:00 am the Council took a break and resumed at 10:15 am.

At 10:15 am the Council moved to its Forum section. This meeting’s topic was designed to respond to the APM’s Directional Statement #12—“Identify current and next practices in education, evangelization, and services to youth and families to promote excellence in all DENA ministries.” This past year St. Joseph’s Collegiate Institute implemented its 1:1 iPad Program. Principal Jeffrey Hazel and Technology Coordinator Steve Koniarczyk presented to the Council on the program, its successes and challenges, and its implications for our Lasallian Mission. Their presentation was informative and well-received. Council members had a number of questions for the presenters. The presentation concluded at 11:20.

Following the technology presentation the Council took went into the closing session.

The first item was the election of officers for the 2013-2014 Council. Per the Bylaws the Executive Director serves as the Chair of the Council. Elections were held for Vice-Chair and Recording Secretary. Brother Frederick Mueller was nominated for Vice-Chair and Jeff Mancabelli was nominated for Recording Secretary. Both were approved unanimously.

Alan then reminded the returning Council members as to the meeting dates for next year. All date were confirmed. He asked that the meeting scheduled for June 16, 2014 at Ocean Tides not start until 1 pm on that Monday with a conclusion in late afternoon on Tuesday. This would allow Monday morning travel following Father’s Day. Council members agreed with the time adjustment.

Following this one other item was addressed.

Normally, the meeting would conclude with a Roundtable discussion. In light of the time and the discussions at yesterday’s session it was agreed to table this as there wouldn’t be enough time to conduct it properly.

The Council was adjourned at 11:43 am with appreciation expressed to Robert Scott for hosting us at St. Joe’s.