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Saint Hilary’s 2018 Annual Report

March 2019

Dear Friends of Saint Hilary Church and School,

Thank you for being part of our family! As members, you have the chance each winter to read this report, showing how our church and school have been doing the past three years.

Jesus the Lord did not establish a Church in order to make money, but rather to form God’s family in the new covenant through his death and resurrection. We, as believers and disciples, try to carry on that legacy of the Risen Lord, primarily through the spiritual aspects of what being a Catholic Christian entails: proclaiming and living the Gospel, helping those in need, celebrating the Sacrament, educating the young, providing faith opportunities for all who come here.

However, we also know that finances are part of our mission, even as they were when Saint Paul wrote to the churches he founded, asking for assistance. In this twenty-first century, we need help from all who call Saint Hilary their spiritual home in order to meet our obligations: paying the bills; making repairs; providing a living wage and health coverage to those who work here.

Here at Saint Hilary, we are blessed to have a large number of people who give very generously of their time and talent — and many people who offer financial support to keep us in the black. One way to help is to include Saint Hilary in your estate planning, thus reaching out even from the next life to help those who follow in your footsteps.

I hope you will find this report helpful and encouraging. In some ways we are facing a decrease (e.g., in the number of people attending Mass in the parishes of the Archdiocese of San Francisco), but in other ways we are blessed with an increase, as seen in the generosity of many donors and volunteers.

May the good God bless you and yours!

Father William E. Brown — Pastor — St. Hilary Church & School
www.StHilary.org
CHURCH FINANCIAL REPORT

For the twelve months ended June 30, 2016, 2017 and 2018

These Financial Statements were prepared on a cash basis.

Notes:
1. The Church operations do not include Special Collections and other donations which are shown on page 6, other than the Archdiocesan Annual Appeal overage, which is retained by the Parish.
2. Financial results have been adjusted to remove the effects of certain one-time events that do not have a bearing on regular operations.
3. Capital expenditures $29,938 were spent from reserves for the lower lot re-pavement and beginning renovations of the Adoration Chapel are reported separately from financial statements for operations.
Church Financial Report
July 1, 2017 to June 30, 2018

Narrative

Income
Church overall income increased a little over 5.0% in the 2017-18 year compared to the prior fiscal year.

Collections were 71.5% of the Church income for the 2017-18 year. They were almost 2% down from the previous year.

Increases from last year are mainly due to Sacramental Offerings, Restricted and Unrestricted Donations and the Archdiocesan Annual Appeal overage.

Expenses
Personnel Salaries and Wages, Payroll Taxes and Employee Benefits are representing 71.3% of Church expenses. These expenses about .5% lower than the previous fiscal year.

Although Church expenses increased a little over 5.5% over last year which was mainly due to Continuing Education and Deferred Maintenance, a good portion of these expenses were covered by restricted donations.

Summary
Overall net ordinary income was $15,606.

On June 30, 2018, the Church had $1,530,549 in bank accounts and in an account managed by the Archdiocese of San Francisco.
The good people of St. Hilary Parish have generously dedicated about 18% of their donations to outside organizations and needs through special collections taken up in the year. These donations are in addition to the Parish’s donations to the Archdiocesan Annual Appeal.
STEWARDSHIP: Giving of Our Time, Talent & Treasure

“He who sows sparingly will reap sparingly, and he who sows bountifully will reap bountifully.”
(2 Corinthians 9:6)

Time & Talent

We have more than 30 ministries in our parish. Sign up online at http://www.sthilary.org/ministries-information-form.html or call our Administrative Assistant, Diana Rittenhouse, at 415-937-5524.

- Attend Mass regularly.
- Spend one hour of time in prayer with the Lord each week. Our Adoration Chapel is open every day.
- Join our hospitality team: serve coffee and donuts to fellow parishioners on Sunday mornings.
- Serve as a liturgical minister during Mass by becoming a Lector, Eucharistic Minister, Altar Server, or Greeter.
- Spruce up the church for special events with the Altar Society.
- Accompany hurting people through grief by becoming a bereavement minister.
- Make house calls and bring Holy Communion to those who can’t make it to church.
- Become a catechist in our Religious Education Program.
- Walk with someone on their spiritual journey into the Catholic faith by joining our RCIA team.
- Make bag lunches for the homeless and bring them to Mass every other week.
- Volunteer on Tuesdays at the Thrift Shop on Ark Row in downtown Tiburon. Part of the proceeds go to St. Hilary Church.
- Engage with San Quentin inmates exploring their faith.
- Stand up for the sacredness of life in one of our Pro-Life Ministries throughout the year.

As of December 31, 2018 there were 1,216 families registered in our parish.
Number of families who joined our Parish — 21
Average weekly Mass attendance is approximately 496 persons based on Annual October count.
Number of families who made donations to St. Hilary — 413
Number of families who made no donations to St. Hilary — 803
Out of the contributing 413 families, 118 are using EFT (Electronic Funds Transfer).

Archdiocesan Annual Appeal 2017*
- Total Contributions: $118,088
- Assessment: $109,645
- Overage to St Hilary $ 8,443
- Number of Donors: 168
- Average Donation: $703

* Calendar Year

Archdiocesan Annual Appeal 2018*
- Total Contributions: $109,228
- Assessment: $107,828
- Overage to St Hilary $ 1,400
- Number of Donors: 132
- Average Donation: $827

* Calendar Year

Your donations to the AAA help not only your parish, but many ministries we rely on and can’t afford on our own. God bless your generosity in giving to this year’s AAA 2019 GOAL for St. Hilary Parish, which is $106,292!
Dear Saint Hilary Community,

Saint Hilary School is dedicated to providing a future ready Catholic education for our students. Parents are enthusiastically choosing Saint Hilary School because it offers a values-based, innovative, and future-ready Catholic education that honors the unique interests and learning styles of our students. It continues to be our mission to meet the ever increasing demands of a complex world by preparing our students with a competitive, enriched education within the context of our Catholic faith.

Our students are taught by talented teachers who differentiate work for students, and are supported by dedicated specialty teachers in key areas of enrichment, reading, science and social studies. Our STEAM programs work across disciplines using a makerspace with 3-D printers, laser-cutters and woodworking equipment to build religious symbols, roadsters to study aerodynamics and velocity, and explorer ships to study geography.

Much of our current success is rooted in our refined mission to provide an academically innovative and faith-filled K-8 community that fuses leading edge learning techniques with a “whole child” philosophy. Our students typically compete at the highest level in the secondary school of their choice while exhibiting Catholic values such as compassion, empathy, honesty, and faith.

Saint Hilary students and staff have distinguished themselves in the community. For example, three 8th grade students serve as Co-Directors for the Pencils for Africa service group, Cici Hachman, Philip LoSalzo and Catalina Clark. Additionally, our 2nd grade teacher, Karin Zeidler, received the 2018 Tiburon Teacher of the Year award from the Tiburon Rotary Association. Students have also been involved in tutoring programs at Catholic Charities in San Rafael, worked at the our Annual Giving Tree, and much more.

The Saint Hilary School experience can be distilled into what we call our Four Cs: Collaboration, Community, Curiosity and Compassion. We support this ambition by first relentlessly pursuing innovation in our curriculum content and teaching methods by aligning or adopting the following:

1. **Apple Distinguished School honor maintained** — Apple recognizes schools throughout the world for innovation, leadership and educational excellence. Our Apple Distinguished Award has been renewed through 2019. In addition, we have worked to integrate a digital citizenship program. Apple recognizes outstanding schools and programs worldwide for innovation, leadership, and educational excellence. We’ve learned from our fellow Apple Distinguished Schools that there are Five Best Practices to sustain a successful one-to-one iPad program (culture, team, capacity, community, finance, and measurement), and we are using this knowledge to help our students in their learning adventure.
2. **Next Generation Science Standards** — Our science curriculum has been recently transformed to embrace UC Berkeley’s Lawrence Hall of Science’s Amplify Program for our middle school students. This innovative curriculum teaches Next Generation Science Standards by asking students to not merely “learn” science, but to “figure out” science. It is designed to make the student assume a more active role in their education by giving them the content and tools, and asking them to solve scientific problems.

3. **Stanford University’s Challenge Success Partnership** — Through our continued partnership with the “Challenge Success” at Stanford University, we have added the following improvements:
   - Added enrichment classes in the junior high which allows students to choose their own courses and allow for smaller class sizes.
   - Refined the daily school schedule to reduce student stress.
   - Increased physical education and recess time to promote wellness and engagement.
   - Provided additional mathematics support in grades 1-8.

4. **Inquiry-based and Project-based Learning** — As the old adage states: “Tell me and I forget; show me and I remember; involve me and I understand.” Current research reveals that the most effective learning methods include inquiry-based and project-based learning. Saint Hilary School has embraced both teaching techniques to cultivate a more engaged and competent student.

5. **Differentiated Learning** — Saint Hilary School continues to optimize learning to a variety of learners by adjusting the content, process, projects, and environment for those qualified students.

   Saint Hilary continues to build upon the school’s almost 60-year legacy of promoting excellence and faith. However, we have been thwarted by the limitation of our current space. We have been working on plans to better optimize the efficient use of our current space. While these plans are being made the great work of our teachers and students are continuing to work hard and enjoying their learning.

   As Saint Hilary’s principal, I look forward to collaborating with faculty, staff, parents and students to deliver a rigorous 21st Century Catholic Education. We have an incredible community with so much to celebrate, and I am looking forward to engaging with everyone to achieve the goals we are collectively setting. My office is always open to you, so please feel free to contact me at [mbordeleau@sainthilaryschool.org](mailto:mbordeleau@sainthilaryschool.org) or by phone at **415.937.5500**.

Until we meet again, may God hold you in the palm of his hand,

[Signature]

Marie Bordeleau — Principal — Saint Hilary School

[http://sainthilaryschool.org/](http://sainthilaryschool.org/)
These Financial Statements are prepared on an accrual basis. Notes: Capital expenditures of $800K were made from reserves for installation of the Food Hub, HVAC, Legacy Capital Campaign, Parking Lot Paving, School play yard renovation, Technology, Windows and other misc Capital Expenditures. Restricted donations totaling $107K were received for identified expenses in future years. Neither the above expenditures or donations were reportable as part of operations for 2017-18. Enrollment remains healthy.
School Financial Report  
July 1, 2017 to June 30, 2018

Narrative

**Income**

School overall income has continued to increase over the past 3 years. This year it has increased almost 3.0%. These increases are primarily due to increased the Angel Fund campaign and restricted donations.

Enrollment in 2017-18 averaged 273. Enrollment in the current 2017-18 year is approximately 272. Tuition and Enrollment fees produced approximately 79.2% of 2017-18 School income.

Fees from electives, Extended Care and other miscellaneous accounts represented about 6.6% of income. Development and fundraisers managed by our Parent Guild and restriction donations produced approximately 14.2% of School income.

**Expenses**

School expenses increased about 10.5% mainly due to Educational, Admissions and Marketing to further enhance our school and enrollment.

Personnel Salaries and Wages, Payroll Taxes and Employee Benefits make up 77.6% of School expenses. These expenses were almost 5.0% higher than last year.

Educational expenses, property costs and several other categories of expenses represent the remaining 22.4% of expenses.

**Summary**

Overall net ordinary income was -$60,056.

On June 30, 2018, the School had $1,975,289 in bank accounts and in an account managed by the Archdiocese of San Francisco. The Saint Hilary School Endowment Fund had a balance of $273,422.
Enhancements to our School

New Hot Lunch Hub
### Parish Staff
- Rev. William Brown—Pastor
- Rev. Andrew Ginter—Parochial Vicar
- Sr. Dolores Maguire, CHF—Pastoral Minister
- Pamela Faw—Music Director
- Adrian Gordon—Business Manager
- Suesan Grabia—Parish Hall Manager
- Mike Kavanagh—Director of Technology
- Mike Ratiani—Project Manager
- Diana Rittenhouse—Administrative Assistant
- Jennifer Tescallo—Bookkeeper
- Mallika Kaur—Bookkeeper
- Lisa Veto—Director of Religious Education

### School Staff
- Marie Bordeleau, **Principal, Admissions Director**
- Jane Cort, **Admin. Assistant**
- Suzanne Henry, **Admin. Assistant**
- Lidiette Ratiani, **Development/Marketing**
- Elizabeth Hachman, **Admissions Assistant**
- Betsy Shelton, **Admissions Assistant**
- Mary Jane Landolina, **Counselor**
- Michael Kavanagh, **Director of Technology**
- Adrian Gordon, **Business Manager**
- Jennifer Tescallo, **Bookkeeper**
- Mallika Kaur, **Bookkeeper**
- Mike Ratiani, **Project Manager**

### Teachers
- Mary Bender
- Scott Buchanan
- Sylvia Buckley
- Kendal Carter
- Neil Caynan
- Jemma Choi

### Teachers continued
- Claire DeBiasio
- Victoria Delzeith
- Scott Durrwachter
- Pamela Faw
- Lauren Fee
- Kendal Flatley
- Susan Gray
- Maureen Kibak
- Jessica Lamson
- Mary Mahoney
- Jessica McDuffy-Smart
- Janice Richey
- Victoria Rubini
- Betsy Shelton
- Nathalie Snyder
- Erin Turner
- Lisa Veto
- Chyah Weitzman
- Karin Zeidler

### Aides
- Jennifer Ferrari
- Laura Martin
- Malory Petty
- Heidi Thomson
- Chyah Weitzman
- Jessica Zeidler

### Extended Care
- Jenna Arrigo
- Anna Lisa Lemos
- Dede Paschke

### Tiger Parent Association
- Tina Setzer—President
- Kate Gustafson—Vice President
- Amy Wu—Secretary
- My Hang Snead—Treasurer

### Faculty Advisory Board (FAB)
- Claire DeBiasio
- Lauren Fee
- Jan Richey
Parish Pastoral Staff 2017-2018

Rev. William Brown
Pastor

Rev. Andrew Ginter
Parochial Vicar

Sr. Dolores Maguire, CHF
Pastoral Minister

Ms. Marie Bordeleau
St. Hilary School Principal

Mrs. Lisa Veto
Director of Religious Education

Mrs. Diana Rittenhouse
Parish Administrative Assistant

Mr. Adrian Gordon
Business Manager

Mrs. Jennifer Tescallo
Bookkeeper

Ms. Mallika Kaur
Bookkeeper

Mrs. Pamela Faw
Director of Music

Mr. Mike Ratiani
Project Manager

Mrs. Suesan Grabia
Parish Hall Manager
St. Hilary Church and School Statistical Information

Church Statistics:  For the year ended December 31, 2018

Sacraments

- Baptisms: 27
- First Holy Communions: 40
- Confirmations: 72
- Marriages: 6
- Last Rites: 12
- Adults Initiated into the Church: 6
- Funerals: 10

Number of Children in Religious Education: 134
Number of Families in the Community: 1,216
Average number of people who attend Sunday Mass: 496
Average Weekly Collection: $4,949.00
Average Weekly Giving Per Donor: $9.98

School Statistics:  For the year ended December 31, 2018

Total number of Students (as of 12/31/18): 274
Teachers/Aides (Full-time equivalent): 29
Student to Teacher Ratio: 11 to 1
## Boards and Councils
- CYO Board
- Faculty Advisory Board (FAB)
- Finance Council
- Parish Activities Committee (PAC)
- Parent Advisory Board (PAB)
- Parent Guild
- Parent Guild Board
- Parish Pastoral Council (PPC)
- Parish Pastoral Staff

## Outreach
- Bake Sale — Spring & Winter
- Christmas Gift Cards
- Christmas Giving Tree
- Gabriel Project
- Listening Post
- Prison Ministry at San Quentin
- Respect Life
- Southern Marin Deanery Action (SOMDA)
- St. Vincent de Paul Society
- St. Vincent de Paul Homeless Lunches
- Telephone Concern Line
- Tiburon Thrift Shop
- Winter Clothing Drives

## Faith and Prayer
- Adoration of the Blessed Sacrament in our Eucharistic Adoration Chapel
- Bereavement Ministry
- Daily Rosary Group (9:00 a.m.)
- Divorced & Separated Group
- Men’s Faith Sharing Group
- Retreats and Days of Renewal
- Theology on Tap
- Women’s Faith Sharing Group

## Fellowship
- Book Club
- Catholic Youth Organization (CYO)
- Pasta Night
- Senior Mass and Lunch
- Soup Suppers during Lent
- Sunday Hospitality — Coffee, Orange Juice and Doughnuts after Mass

## Religious Education
- Baptismal Preparation
- Confirmation Preparation
- Liturgy of the Word for Children
- Marriage Preparation
- Religious Education Program K-8
- Rite of Christian Initiation of Adults (The RCIA)
- St. Hilary School

## Youth Groups
- Catholic Youth Organization (CYO)
- “Get Some Give Some” (GSGS)
- Service Group for Junior High School students

## Liturgical Ministries
- Altar Servers
- Altar Society
- Choirs
  - Adult Choir (Schola Cantorum)
  - Children’s Choir
- Eucharistic Ministers
- Eucharistic Ministers to the Homebound
- Greeters & Ushers
- Lectors
- Liturgy and Environment Committee
- Masters of Ceremonies (MCs)
- Ministry Scheduler
Mission Statement

We, the Faith Community of St. Hilary, brought together by Christ, respond to the universal call to Holiness