

Board of Education Minutes - February 2, 2010

UNAPPROVED MINUTES OF THE OLV BOARD OF EDUCATION MEETING FEBRUARY 2, 2010

Opening Prayer

The meeting was opened with a prayer led by Trish Gallagher at 7:00 p.m.

Roll Call

Present: Donna Daniel, Brian Finks, Dan Zeimet, Chad Steimle, Molly Crosby, Terry Wendl, Joe Creen, Leigh Boorn, Trish Gallagher, Msgr. Parizek, and Beth Laubenthal: Teacher Angie Logan.

Agenda and Minutes

The proposed agenda was approved upon motion made unanimously adopted with the addition of strategic planning and St. Paul's stewardship plan. Minutes of the December, 2009 meeting were reviewed and upon motion made and seconded unanimously approved. The minutes of the January, 2010 meeting were reviewed and upon motion made, seconded were unanimously approved.

Unfinished Business – None

Administrative Reports

JFK– Chad Steimle had a written report distributed and highlighted the following:

- Class meetings take place weekly with focus on Olweus rules in February (i.e. "We will not bully others", "We will try to help students...."). Student counsel representatives will conduct several skits as part of a "Kick-Off" assembly, which is on February 4th. The principal post on the website have conveyed the information regarding Olweus training including the expectations that detentions will increase.
- Kitty Temming, Mary Epping, Tammy Nagle and Chad met January 15th to work on a draft of the Iowa Core Curriculum plan for JFK. Barbara Brunkan of AEA joined the meeting and offered suggestions. By January 29th a revised plan was put into a time line as follows: 2009-2010 the initial ICC plan which is drafted will need four reviews; a schedule of meetings, a written vision of the ICC and communication with the SIAC and the board will be made along with the professional development and learning support reviews. In 2010-2011 characteristic of effective instruction staff development and JA connections to ICC and annual/ongoing activities will occur. In 2011-2012 annual and ongoing activities will occur. The core curriculum alignment activities will not be included until there is more information and tools available from the Iowa Department of Education. The plan will be presented to the SIAC. The Iowa legislature has passed Iowa Core Curriculum essential content and skills (a three pronged ICC (content, instruction and assessment). The Iowa DE is advising schools on how to proceed slowly with current curriculum alignments for state guidelines as there are continuing changes being made by the state and the probability that most states will sign on to support of a national curriculum. Iowa legislature session may also be considering the requirement that students in the schools take an exit exam by the end of high school.
- Far more teachers have had field experience with 6 students from SAU this spring. Typically SAU education students need 70 hours of field experience. Mary Wahlig has a student teacher with her this semester.
- Amanda Dow, a pre-school aid, has moved and a replacement is sought.
- Chad has shared with teachers the results of the ITBS data and analysis. It appears that average national grade equivalent of students in each of the home rooms were identical to each of the other home rooms at the same grade level. In addition the growth of each of the grade home rooms appears to be identical.
- The board will need to consider a statement this month concerning staff positions for next year (see New Business).
- Adjustments have been made to the ECLC staff members and hours to accommodate Kim Askeland doing student teaching with Mary Wahlig.
- The lunch program passed the health department inspection without issues.
- Joe Heinz from GuideOne, Diocesan liability insurance carrier did an annual assessment of JFK. There were minor corrections that needed to be made.
- Job description for the technology coordinator has been written and a written description was distributed to the Board for its consideration.
- Supplemental technology support is in progress, the initial target date of January 11th was not met, but payment is withheld until the work is completed.
- Marketing materials were revised. There are now separate materials and packets prepared for all parish members, for preschool families, for other non-parish preschool families, for families who enrolled children in our preschool, for families who come to kindergarten roundup and for prospective families.
- Chad has written his State legislative representative asking support for HF2190 and extend the definition of "textbooks" to include technology hardware, to seek state support of textbook funding. The textbook

funding was reduced from \$20 to \$16 per student.

- Chad will participate as one of the Diocesan principals on a “visiting team” for Bishop Hayes School in Muscatine concerning its state accreditation requirements.

Faith Formation – Trish Gallagher had a written report distributed and highlighted the following:

- Trish and the staff are recruiting and planning Faith Formation workers. They are considering a spring promotion for catechist recruitment jointly with Leigh Boorn.
- Assessing needs and planning and evaluating programs. There is a need for active recruitment in light of the Mass attendance.
- Maintaining and improving existing pastoral programs. Trish is attending a conference in March with Jan and Tracy. Coordinating adult Faith Formation programs. There is a continuing review with the pastor and appropriate liturgical personnel concerning the Rights, and Lenten formation programs.
- Developing and implementing programs is now focused on the Lenten program. A written flyer was distributed. Programs will be coordinated with the area fish fry's and other activities occurring in Lent. There is a March 18th reconciliation service.
- Facilitating worship life in the parish includes working on Easter vigil with Msgr. and the first communion programs with Faith Formation staff and volunteers.
- The Ila Mae's presentation was moved because of the ice storm on January 20th and it is being scheduled to be in May. Deacon Agnoli's spring retreat is moved to the fall (probably November).
- Internet usage facilitated by Chris Weber will be hosted February 4th (Gala funding). This is a presentation for parents and children.
- Trish distributed a chart outlining the structure of Faith Formation by “FF/Sacramental Prep and Adult Formation and Liturgical Responsibilities”.
- Trish distributed a written schedule of Lenten prayer programs.

Youth Ministry – Leigh Boorn distributed a written report and highlighted the following:

- Leigh plans the Lenten retreat for high school students for spring break which will be Tuesday, 3:00 p.m. – Wednesday morning.
- Retreats continue to be promoted with the Diocese. Youth are encouraged to participate in the Youth retreats. There will be a Quest team and one college student team on the Tech team.
- Two OLV young adults will be participating in the COR retreat in DeWitt.
- Trish held a planning meeting on January 18th and it will be renewed at a later date because of low attendance.
- Leigh continues to attend pastoral staff regular meetings bi-monthly.
- Confirmation communication continues. There are some missing paperwork that needs follow-up. The service day on Saturday, February 6th will include preparation of meals for homebound.
- For the high school alternative summer conference in St. Louis is being considered, for those students who could not attend NCYC.
- Promotion of the Kentucky trip continues and will be renewed again in July, 2010.
- The Souper Bowl of Caring Extravaganza to raise money for the Café on Vine and Food for Sacred Heart pantry is planned.
- A Lenten bible study on Wednesday after school will be offered for the junior high students.
- Leigh is working with Julianne Fisher to have an articles concerning the Kentucky trip published in the parish Victory Voice (March, 2010).

Committee Reports

Generations of Faith – NR

BOE Finance Committee – NR

Nominating Committee – Please recruit for the elections to be held in May.

Policy Committee – The committee has spent time reviewing the wellness policy, but has not completed its task and hopefully will be completed for our next board meeting.

Strategic Planning – See New Business

School Improvement Advisory Committee – The committee needs to finish the wellness planning which is approximately 50% complete. The committee is working on the core curriculum as outlined in Chad's written report. The achievement data progress goals are being set for next year.

Marketing Committee – See Chad's written report.

Grant Writing Committee – Joe reported that Kathy Petersen and Chad met concerning the next SCRA grant. A grant for white boards is being considered, especially since numerous public schools received significant grants for this purpose.

Parish Council – Various people reported that the council worked on the “Food Resource Bank” which raised approximately \$5,000. The council is still evaluating a “twinning” with another parish. Mr. Preis is will take a leave of absence and he will be deployed overseas. A motion was made to support all of our troops. A visual display of support of the troops will be made and presented at church.

Finance Council – Terry Wendl had a written report distributed and highlighted the following:

- \$11,546 was collected for Haiti, together with \$2,300 raised by JFK students.
- The Gala raised a net of approximately \$34,000, similar to last year. The gross and expenses were down but the net was about the same.
- The Bishop’s annual appeal has a goal of approximately \$124,000. There are pledges of \$114,000, with about \$81,000 paid to date.
- Growing our faith campaign has a approximately \$2.3 million pledged with \$1.2 million collected. The architect has been hired and his fees approximately 6.8% of the yet to be determined construction costs. .
- OLV’s assessment to Assumption was reduced this year.
- The committee is working on the fiscal 2010-11 budget.

Building and Grounds – Donna Daniel had a written report distributed and highlighted the following.

- An inventory of the church is being made by video. It was strongly recommended that the school have a video inventory of all of the building and property.

Assumption High School – Dan Solsenberger had distributed by email a written report and minutes of the Assumption board meeting.

Home and School – Terry Wendl reported that the spaghetti supper went well with over 300 meals served. It is a fund raiser for tuition assistance. The Home & School has provided treats, gifts, breakfast, lunch and a lot went to the teaching staff during each day during the Catholic Schools Week.

Scott County Catholic School Advisory Board – Joe had distributed a copy of the most recent minutes of the Board by email.

New Business –

- Chad indicated that in each February a Board resolution concerning potential staff reduction is necessary. This discussion has occurred every year for many years. After discussion, the following motion was made, seconded, discussed and then unanimously approved:

“Due to the current uncertainty of funding for next year, a reduction of staff is likely. Non-contractual or “at will” position will also likely be changed or reduced depending on school needs, enrollment and financial circumstance.”

- Discussion about the “school cancellation” policy. Policy 36.6 was distributed by Chad. A discussion about the recent events and frequency of the DCS cancelling schools for “severe weather” which many questioned as not appropriate. After lengthy discussion no change in the policy was proposed, but the implementation by the DCS of its own policy will be monitored the rest of this winter.
- St. Paul’s tuition – tithing program was discussed. It is noted that St. Paul’s has a plan in which a person can sign up for a “scholarship” which requires the applicant to agree to go to Mass, participate in parish/school stewardship, and pay either 5% or 8% of their income to the parish and then be eligible for a partial or full scholarship for grade school or high school tuition. The difference between the St. Paul’s plan and the Wichita plan was discussed. It was noted that the Wichita plan has past IRS approval and is more of a true stewardship model rather than a scholarship model.

Pastor’s Notes

- Msgr. Parizek: The parish office keeps track of tuition payments and indicated that a letter had been sent to about 45 families who may not be following financial or stewardship policy. A long discussion about this was made since it had not been previously discussed with the Board as something that was going to occur. It was suggested that the Board be given a heads up about these processes prior to them occurring and having input thereon.

The meeting was closed with a prayer led by Chad Steimle at 9:15 p.m.

