

Board of Education Minutes - January 2012

Minutes from January 3, 2012 Board of Education Meeting

1. Opening Prayer – Board Members Prayer read by Terry Wendl
2. Roll Call – Chad Steimle, Terry Wendl, Susan Dill, Brock Harris, Karl Stratman, Luke Ebener, and Molly Crosby. Also, Angie Logan (JFK Teacher), Mary Epping (JFK Teacher), Anna Schott (JFK Teacher) and Tom Neuberger (Parish Council Representative) attended the meeting.
3. Agenda accepted by BOE
4. Minutes from Dec. Meeting – Approved by BOE
5. Open Forum – No open forum but Terry welcomed the JFK Teachers and Parish Council Representative attending.
6. Unfinished business –
 - a. The board discussed the budget issues with pre-school spending for the current fiscal year as well as for the 2012-2013 fiscal year. The estimated changes that need to be made to the 2011-12 budget due to accounting changes in PS are on target to create a deficit of \$29,491, which is better than the \$40,000-45,000 deficit projected in December. Chad reviewed the three remaining options that had been discussed with Finance Council in November and the board in December: 1) increase the Parish subsidy, 2) use the profit from the Nov. 2011 gala, and/or 3) cut or reduce the supplemental wages that were included in the 2011-12 budget but are not contractual and need separate approval from the board.
 - b. Mr. Steimle sent an electronic copy of a budget proposal for the 2012-2013 school year which included a tuition rate increase of about 5% across the board.
 - c. The board discussed ECLC and its impact on the yearly budget. At the enrollment numbers it has had for the last few years, it barely makes a profit. In fact, the 2010-2011 school year actually had a deficit of around \$15,000. The proposed ECLC budget for 2012-2013 school year currently has a surplus of \$522. It includes having staff pay more for their children using the program. The question relating to the staff's benefit may be "Which is more beneficial, not having it at all or paying more for it?" The question was raised as to whether offering ECLC in the summer is beneficial for the school or not. It was mentioned that children can go to the YMCA for considerably less money. Last summer JFK had 8 students enrolled and for next year's budget there are 10 needed in order to keep the numbers positive.
 - d. Mr. Steimle discussed the possibilities of teachers' salary increases for next year based on the teachers' request of a 3% increase to the base. After accounting for step and lane changes, a 3% increase to the base yields an overall increase to total salaries of about 5.5%. To reduce the overall increase to about 3%, however, means that the base can only increase 0-1%. If the base pay doesn't increase, then it negatively affects about 33% of the teachers who are "frozen." On the flip side, one could say that the scale positively affects 67% of the teachers who do experience step or lane changes and will receive larger salary increases than what the base increases.
 - e. The finance committee will meet with the teachers on Thursday to discuss options regarding their salary and benefits requests for next year.
 - f. The board had a very lengthy discussion regarding the technology and a technology fee. Within the next 3 years, it is proposed that the JFK will be 1:1 with some form of technology for students. With that increase in technology will come a large increase in cost for bandwidth and hardware. The cost for bandwidth is upon us in 2012-13 as the AEA will use its funds to handle bandwidth for all schools once they reach the AEA, but JFK will have to now cover the costs to reach the AEA. As a way to maintain the technology already used in the building, to prepare for buying our own bandwidth for the school and to prepare for the increase in fees if/when the school does go 1:1, there was a lengthy discussion of where to begin with a technology fee, which will be an added fee for all parents next year. The bandwidth alone will most likely cost at least \$13,000 a year in order to support the amount of technology use desired in the school. With a technology fee of \$50 per student, that cost would be covered as well as give the school money for maintenance of the machines themselves.
 - i. A motion was made to set the planner fee at \$5 per child, to charge a technology fee of \$50 per child limited to the first two children of a family, to increase the tuition rate by 5% and to increase all other rates and fees as proposed in writing by Chad Steimle. The motion was unanimously approved and carried.
 - g. The board discussed the possibilities for supplemental pay for the staff members of JFK keeping in mind the restrictions on the current budget due to the change in pre-school money allocation.
 - i. A motion was made to make a January supplemental payment according to Proposal B as proposed by Chad Steimle. The motion was unanimously approved and carried. Plan B called

for 1/3 of the supplemental pay to be distributed in January rather than the ½ that had been done in the past.

- ii. Chad Steimle will send the Gala profit figure to the board members when he knows what the figure is.

7. Administrator Reports

Principal of JFK Chad Steimle highlighted the following from his submitted report:

Principal's Report to the Board of Education

January 3, 2012

Facilitator of Faith Community:

1. A National Evangelization Team from the Diocese of Minneapolis/St. Paul will conduct retreats for 7th and 8th graders. Seventh graders have their retreat on the 11th from 4-9 p.m., and 8th graders have theirs on the 12th from 3:30-9 p.m. Each NET team has 8-12 young adults who serve for a year traveling the country to combine skits, presentations, prayer, and liturgy into amazing retreats for youth.

Leadership of School Culture and Instruction:

1. Technology:

- a. JFK used the SCRA grant to purchase interactive whiteboards, LCD projectors, hardware, etc. for five more classrooms. Every PS-8 grade classroom at JFK, including band/music and art, will have IWBs and projectors.
- b. The AEA's bidding process for bandwidth speed for the consortium of about 10 smaller schools/districts has come to an end with an e-mail distributed right before the AEA shut down for the break. In the e-mail, the AEA stated that none of the bids met the needs of all ten schools/districts at a price that was possible. While the e-mail made it sound as if no funding would be available for anything for next year, no clarification has been received due to the break. Estimates from last year indicate that our cost could increase from the current \$0 to somewhere between \$3,700-\$13,000 annually beginning with the 2012-13 school year.

2. I attended an "Interpreting the new Iowa Assessments" (formerly ITBS)" workshop conducted by the Iowa Testing Services:

- a. Emphasis will move away from percentile rankings and grade equivalents.
- b. Standard scale scores will be emphasized as these can also be used to track growth over time in a way that grade equivalents and percentile rankings cannot.
- c. Over time, the standard scale score will become known just like the 1-36 scale of ACT is known or the 0-800 SAT scale is known.
- d. Concern, which was not addressed with ITS as it's not really their company's issue: Iowa is a member of the Smarter Balanced Assessment Consortium, which is to roll out new a new assessment instrument by 2014. Before we learn what the standard scale scores mean from ITS' Iowa Assessments, we will have replaced them with the Smarter Balanced Assessment.

Managerial Leadership:

1. State accreditation site visit:

- a. January 19th and 20th
- b. Five member visiting team:
 - i. Barb Byrd, Department of Ed and leader of the visit
 - ii. Celeste Vincent, elementary principal of Regina
 - iii. Lee Morrison, superintendent for Diocese of Davenport
 - iv. Steve Fuglsang, AEA consultant who has helped with our strategic planning process
 - v. Carolyn Merrill, principal of Marquette Academy in Davenport
- c. General agenda:
 - i. Document review and desk audit mostly done prior to the visit utilizing electronically submitted documents.
 - ii. January 19th:
 1. School overview
 2. Interviews:
 - a. Leadership team representatives (Msgr., Mary Wahlig from PDT, and me)

- b. Students
 - c. Support staff (both instructional and non-instructional)
 - d. Teachers
 - e. School Improvement Advisory Committee (3:15 PM)
 - f. Board of Education (4:20 PM)
 - g. Parents
- iii. January 20th:
- 1. Writing of report notes
 - 2. Oral exit report
- d. Staff, parents, and students to be interviewed have been identified and will be contacted
 - e. Talking points in response to the DE's "conversation starters" are being prepared and will be distributed to each group prior to the interviews.
 - f. Documents are beginning to be assembled for review
2. Work on the 2011-12 budget continues. Largely due to enrollment increasing in the 2nd semester, the deficit is projected to be about \$28,000-\$35,000, down about \$5,000-12,000 from the early December estimate.
 3. JFK's enrollment, provided all of the financial assistance needed has been put together over the break, should increase by five students for the second semester.
 4. Teachers have submitted their salary/benefit requests for next year. This information has been forwarded to the finance committee and the board. The finance committee will meet with teachers on Thursday.
 5. A first draft of the 2012-13 budget has been completed and was forwarded to the board. The budget will go through about three significant drafts before presented to the board for final approval.
 6. Thanks to past Galas and generous supporters of OLV/JFK, matching work stations will be installed in the new school and faith formation office/reception area. Work stations for Lisa Willows and Jennifer Wemhoff in Faith Formation will be installed, and a station shared by school and faith formation personnel will also be installed. By the office copier, a small, permanent shelving unit will be installed to provide storage for copying supplies, and it will be fitted with a matching counter for some work space to use while making copies. Near the cot and restroom, a large cabinet unit will be installed for securing medication and first aid/health supplies.
 7. Over the break, OLV/JFK received a restricted gift of \$1,500 from Marie Monty for furnishings in the new band/music room. The fall/winter shows were tough on our pocketbook. Repairs and some new equipment were needed for the sound systems used in the gym and parish center during Dessert Theater, and a new keyboard was just purchased to use at all of the shows as the old one just could not be repaired any more. The repairs and sound system equipment will be paid from Drama funds (raised through Dessert Theater receipts). The new keyboard will be split between drama and the regular budget. While using drama funds for these purposes will leave less available for end of the year 8th grade activities, 8th grade fund-raising results are better than usual so far.

Public Relations Leadership:

1. Report cards should be distributed later this week.
2. First – 8th grade as needed/drop in parent/teacher conferences are on January 9th. Kindergarten conferences are scheduled. PS conferences are later this month and focus on predicting kindergarten readiness.
3. JFK's page in *The Catholic Messenger* is in late January. Articles are currently being written.
4. Planning for Catholic Schools' Week has begun.
5. Several prospective families are scheduled to come through JFK in January and February as families consider moves due to job changes.

Leadership in Diocesan/Parish Context:

1. I attended the diocesan principal's December meeting and led the elementary principals' discussions. A presenter gave an overview of Student Tuition Organizations, and two AEA 9 representatives talked about math changes.
2. I attended the Scott County Catholic school principals' December meeting:
 - a. Math issues continued to dominate the discussion:
 - i. Summer workshops for 3rd-8th grade math teachers:

1. Should it be mandatory for teachers to attend?
 2. Should teachers be paid, especially if it's mandatory? How much? Catholic schools should do the same rate.
 3. Where do the funds come from? Can Title II be used to pay teachers.
- ii. Impact on Algebra I at AHS:
1. What will Algebra I be at AHS if algebra concepts are moving to 7th/8th grades and Algebra II concepts may be moving down two grades as well?
 2. With less and less "spiraling" of math concepts "a mile wide and an inch deep" each year and more in-depth focus on mastery, will students be able to skip a grade in math? What will the supposed "compacted" progression of math for some 6th-8th graders look like? Will we be starting to "track" students in math by the end of 5th grade?
 3. If math moves to "mastery," then an "aptitude" test that is currently used to help make our current Algebra I recommendations may have to be replaced with a "mastery" test indicating that the student has already achieved mastery in concepts that will be skipped by not doing 8th grade or any other grade of math.
- iii. Once things start getting more settled in math, and we're able to more clearly answer some of the questions, joint parent meetings for the Catholic schools, especially the elementary schools, are recommended.

Faith Formation – Religious Education Director (Trish Gallagher) was not present for a report.
Youth Ministry – Youth Minister Tommy Fallon was not present for a report.

Committee Reports and Communications:

- Generations of Faith Committee – No meeting
- Finance Committee – Meeting Thursday with teachers
- Nominating Committee – No new nominations
- Policy Committee – No meeting
- Strategic Planning Committee – No meeting, but a report was submitted electronically with the results of the parent survey. The only note is that the areas to improve upon look longer than the areas people like. The areas to improve upon were more single items, as opposed to multiple people making the same comment on areas they like.
- School Improvement Advisory Committee – meeting on January 19th with site visit
- Market/Public Relations Committee – No meeting, but will begin preparations for Catholic Schools Week
- Grant Writing Committee – No meeting
- Parish Council – No December meeting (social meeting)
- Finance Council – No meeting
- Building and Grounds
 - Gathering space at the Church is completed and the elevator is inspected and approved
 - Service contracts are getting final numbers
 - Sprinkler system installed and monitored by PerMar
 - Baptismal Font maintained by parish staff
 - One mobile left to be sold, but this one has no frame underneath it which is causing problems in selling
 - Mudjacking the sidewalk at the North end will take place in the Spring
 - Proposed to re-do the parking lot in its entirety in the second week of June which would cause it to be closed completely
 - Proposed removing all basketball hoops from the parking lot and putting some in the back of the school.
 - Parents have concern about the drop-off area and its use by parents of younger students because the flow is inconsistent when those parents get out of their cars to help their children out of the car and watch them get to the building.
- Athletic Club – Meeting to be held later in the month
- Band Boosters – Meeting to be held later in the month
- Home and School – Meeting to be held later in the month
- Assumption High School – Email sent out to Board of Education with minutes and other information.
- Scott County Catholic School Advisory Board – No meeting

New Business – A gentle request was made to have a copy of reports emailed to the board prior to the meetings.

Pastor's Notes (Msgr Jim P) Msgr was not present to give his notes.

Closing Prayer – Group Hail Mary

Meeting adjourned at 9:05 PM.

Next School Board Meeting Tuesday, February 7, 2012

Parish Council for January - Luke