

Board of Education - Minutes January 2014

Minutes from January 21, 2014 Board of Education Meeting

1. OPENING PRAYER (10 minutes) – Board Member's Prayer
2. ROLL CALL – Monsignor, Chad Steimle, Terry Wendl, Molly Crosby, Deanna Kelly, Pat Archer, Brock Harris, Chris Sigwarth, Karl Stratman, Lisa Stachula, Tom Brus, Tommy Fallon, Jennifer Wemhoff (sitting in for Trish Gallagher), Melissa Zeimet (JFK Teacher), Melanie Moxley (JFK Teacher)
3. ACCEPTANCE OF AGENDA – Unanimously approved.
4. READING AND APPROVAL OF MINUTES OF December 2013 – Unanimously approved.
5. COMMENTS FROM AUDIENCE and OPEN FORUM – none
6. UNFINISHED BUSINESS
 - a. Parent Report Card: To be sent out during Catholic Schools Week
7. ADMINISTRATOR REPORTS (Written reports pre-submitted):

Faith Formation January 2014 Report Submitted by Trish Gallagher Pastoral Associate for Faith Formation

As Leader for Parish Moral efforts

Supporting Lenten programming with Tommy and Wellness, and Christian Services

- Lenten Proposal for OLV: Talks 5 Fridays after stations 7-9pm in a theology on tap format, but in a coffee shop format with coffee, cocoa, scones, etc.
- Theme: Have a dynamic Lent/or Journey with Christ: Faith, Worship and Witness
- Dates: March 7, 14, 21, 28, April 4

1. 3/7 Don Boucher's: building strong family, Youth/Young adult talk
2. 3/14 Funeral Planning plus I POST (Wellness)
3. 3/21 Father Sabu Bi-ritual experience as a priest (not yet confirmed)
4. 3/28 Reconciliation Prep: Monsignor and Trish (before Communal Penance)
5. 4/4 Speaker on Teilhard DeChardin, a French Jesuit paleontologist, biologist, and philosopher who spent the bulk of his life trying to integrate religious experience with natural science, most specifically Christian theology with theories of evolution. In this endeavor he became absolutely enthralled with the possibilities of humankind.

- The Lenten Project will be a consolidated effort with Christian Service Committee, Wellness, Liturgy and FF Banners to post each of the areas of the Lenten Journey with Christ: Faith, Worship, Witness, Life
- Trish will also have a Lenten Bible Sstudy on Mon AM abd PM and a Thursday evening Prep for Scripture readings.

Our Lady of Victory Youth Ministry, Report to the Board of Education (Tommy Fallon)

Our Lady of Victory Youth Ministry is dedicated to assist all youth to grow in faith and love of Jesus. We strive to teach all youth to live as Disciples of Christ and participate in the life, mission and work of our Universal Catholic Church. As inspired by the Holy Spirit, Youth Ministry promotes the sharing of gifts and blessings with those in need.

The Ministry of Justice and Service

- This summer we are continuing our tradition of taking high school youth on a mission trip outside of our community. We will be heading to West Virginia to take part in Manus Christi, a unique service opportunity offered by the Diocese of Wheeling/Charleston. Youth will be working in conjunction with Catholic Charities and Habitat for Humanity. One very positive aspect of this program in the time built into the schedule for prayer and reflection. This will take place June 8th – 13th. Cost will be \$285 per youth.
- This summer, Jr. High youth will have the opportunity to take part in a unique service opportunity called JUST5DAYS offered by the Center for Ministry Development. The cost of the JUST5DAYS program is \$275 per youth. This will take place June 16th-20th. Youth will serve in many aspects all throughout the quad city area as well as experience unique prayer and worship services and age appropriate education about Catholic Social Teaching.

Principal's Report to the Board of Education (Chad)

NOTE 1: In addition to the following written report, Chad presented to the board the current state movements

towards 3rd grade reading proficiency and retention as well as teacher leadership and compensation. No decisions on how JFK will respond to these changes were made at this time.

NOTE 2: Following the written report are the results of board action regarding a proposed Leaps & Bounds Program, time changes for Preschool, dates for age requirements for 3yr old PS, limiting 4 yr old PS class options also enrolled in ECLC.

Facilitator of Faith Community:

1. January all school Masses are on the 10th and 25th. The 2nd-12th grade Catholic Schools' Week Mass is January 30th at Assumption.

Ethical Leadership:

1. For the 2nd straight quarter, there were no students with ISS due to accumulated detentions.

Leadership of School Culture and Instruction:

1. Professional Development:
 - a. PD time in December has been used for the following:
 - i. Training in the Rtl process:
 1. Staff members were "certified" to administer the winter reading screenings.
2. Caitlin Putnam and I attended the DE's webinar on the 3rd grade retention law. See the Jan 6thPPT for information.
3. I shared our experience with being in Phase I of the state's Rtl roll out with AEA 9 superintendents in January. See PPT.
4. I developed the diocesan music/band teachers in-service for January 14th. See attached. It is being re-scheduled due to weather for March.
5. Iowa Assessment results were received and will be distributed to parents with report cards in January. The following table shows the proficiency rates for each grade. More detailed examinations of the data have not yet been conducted.

	Reading	Math	Science
1st	90	94	n/a
2nd	93	87	87
3rd	95	98	100
4th	80	75	94
5th	90	74	94
6th	85	63	93
7th	95	97	95
8th	88	97	97
Total	89	85	94

- a. In reading, there was improvement one year to the next in all grades 5th and above (5th to 6th, 6th to 7th, and 7th to 8th). These gains were balanced by decreases at other grade levels, however, and the overall proficiency remained almost the same as last year's 88%.
- b. In math, there were decreases one year to the next in the lower grades but increases in grades 5 and up. There was even growth in the proficiency rate from 5th to 6th graders last year to this year. The three grade levels below 80% are concerning as there was only one below 85% proficient last year. Overall, the total proficiency fell from 88% to 85% in math last year to this year. We will be working with the AEA to conduct a more detailed item analysis.
- c. In science, proficiency remains outstanding. We went from 91% proficient last year to 94% this year. Still, the rate is below the 100% goal outlined by No Child Left Behind.

DISCUSSION: The board discussed the possibility of changing the test times in the future for 8th graders who take Algebra at Assumption. There was also significant discussion of low math scores for a specific cohort that have persisted over time and how they can be addressed as they continue through JFK.

Managerial Leadership:

1. OLV's parish office has indicated that adding technology fees to the monthly tuition payment needs discussion as it results in significant additional accounting work.
2. I met with Mike Randone regarding an idea to greatly reduce our planner costs by adding RIA Credit Union as a corporate sponsor. RIACC approved an amount, and we are now determining the actual cost for the planners.
3. Campus safety/security:
 - a. Apartments across the street:
 - i. Communication with the Davenport Police Department, aldermen, Community Services Division, mayor's office, and neighbors has/is taking place regarding the apartments across the street. Many people contacting them will continue the pressure.
 - ii. The two buildings, which are still for sale, have been under nuisance abatement since the summer, and the landlord does seem to be working with the city and police. Five units are being evicted, one for a specific incident, and four others for increased requirements that the landlord is having to put into place (such as when the unit is rented to one person but other people [boy/girlfriend] are actually living there). Additional requirements continue to be added, and fines for 911 calls leading to action are being imposed on the landlord.
 - iii. Calling 911 whenever something big *or little* happens is critical. (If there's no record of "it," it never happened.) I am currently developing a spreadsheet for about the last six months for crime around all Catholic and public schools in Davenport to determine if there is any data that can be used in our favor to reinforce our case.
 - iv. Davenport Police are currently visiting the apartment property daily and are also around the rest of the neighborhood daily as well.
 - v. Having some neighborhood meetings may be helpful so unaccompanied children on our property can be identified, for example. It is difficult for the city or police to do anything when no one knows who the kids are.
 - b. Contracts have been signed for the new hallway doors and the parish center lock retrofit. Chad Brus of Brus Construction is donating his labor.
 - c. PerMar began work on installing electronic locks and access systems to exterior entrances.
 - d. A lock quote has been signed for replacing classroom door locks so they can be locked from inside the classroom and for rekeying other doors to match.
 - e. A quote was received to replace the hollow core 1st grade classroom doors. We are saving enough money with Chad Brus' donated labor that we will also have him replace the two hollow core 1st grade classroom doors.
 - f. A \$5,300 quote was accepted from a metal working company for a new fence to be installed on the parish center roof. This fence would be similar to the previous one except the vertical bars are closer together and angled away from the building at the top.
4. SWVPP-4 preschool: DCSD PS representatives and several PS partners met with state representative Cindy Winckler, another legislator, and DE representative Jeff Berger regarding SWVPP-4 funding. If we want solutions to the problems we are facing, legislative action is really needed. Problems faced by stand-alone preschools are even more severe than what we see at JFK. Because not enough funds can be spent on non-instructional costs, stand-alone preschools are going out of business because they cannot cover their operating and administrative costs while, at the same time, they cannot spend all of the SWVPP-4 funds available for instructional costs. The DCSD's stand-alone preschool buildings are running into similar issues. One idea representative Winckler had that might not require legislative action, which she saw as unlikely this term, is to treat PS as a "contracted service." With a contracted service, a per pupil amount is negotiated with the district. After agreeing to the contract, the district does not track how the funds are spent. This method is similar to how the "Edison" schools in the DCSD were run, although the last contract is not being renewed for next year. Representative Winckler will inquire if the PS funds can be spent for a "contracted service."

Public Relations Leadership:

1. Data was obtained to begin a birthday follow-up program for marketing JFK to families of children under the age of five.

2. Lori Walljasper has agreed to update our marketing “video” on our website. However, most of the work needs to be done in-house with the securing of photos, video clips, and script-writing.
 3. Parish and school staff members are examining various services that can provide bulk email, texting, and possibly phone call services.
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VOTING: Development of a Leaps & Bounds Program.

- DESCRIPTION: An “intensive summer reading program,” which currently includes math as well, is proposed and would be called “JFK Leaps & Bounds.” At least three teachers are currently interested in the program (Caitlin Putnam, Angie Anderson, Sarah Nelson). We need to be helping more students during the summer than are currently taking advantage of 1 to 1 tutoring, which would continue to be offered.
 - a. Four two-week sessions. Can attend any number of sessions.
 - i. June 9-13, 16-20
 - ii. June 23-27, 30-July 3
 - iii. July 7-11, 14-18
 - iv. July 21-25, 28-Aug 1
 - v. (Leaves June 2-6 open for Vacation Bible School)
 - b. “Instructional” time is 8:30-11:30 a.m. Drop off can begin at 8:00 a.m.
 - c. Teachers paid for time worked 8:00-12:00 at the rate of \$20 per hour, which is still less than College for Kids and Kid University, other popular programs in which some of our teachers work in the summer. Our labor cost is about \$22 per hour.
 - d. Offered to current K-6th grade students (not those entering K in the fall)
- DECISION: The motion to accept this proposal was made by Tom Brus and seconded by Molly Crosby.
 - a. Decision: the motion was unanimously approved.

VOTING: time changes for Preschool

- DESCRIPTION: It is proposed that instructional time for the MWF 4/5 year old PS class be adjusted by 10 minutes on Wednesdays. With the morning class finishing at 11:20, and the afternoon class beginning at 11:45, we are scrambling to get the students out the door and picked up, the room set up for the afternoon class, and time for teachers to eat lunch. However, because the MWF class already has less instructional time than the M-F classes, no one wants to make major changes. We would be reducing the MWF am class by 10 minutes on Wednesdays only.
- DECISION: The motion to accept this proposal was made by Deanna Kelley and seconded by Karl Stratman.
 - a. Decision: the motion was unanimously approved.

VOTING: dates for age requirements for 3yr old PS

- DESCRIPTION: It is proposed that age requirements for 3 year old PS and ECLC be adjusted to match those for four year old PS and kindergarten. In order to be in the three year old PS program, students would have to be three by Sept. 15th. Students would be able to start ECLC no more than one month prior to their third birthday.
- DECISION: The motion to accept this proposal was made by Tom Brus and seconded by Molly Crosby.
 - a. Decision: the motion was unanimously approved.

VOTING: limiting 4 yr old PS class options also enrolled in ECLC

- DESCRIPTION: It is proposed that students in ECLC and four year old PS go to M-F morning PS (with Melissa Zeimet) or M-F afternoon PS with the same teacher who does M-F morning (Melissa). Eliminating other options helps with scheduling, ECLC lunches, student transitions, and coordination between PS and ECLC staff and programming. Reducing the options, however, does take away what PS parents have seen as the option of choosing the class/teacher.
- DECISION: The motion to accept this proposal was made by Tom Brus and seconded by Lisa Stachula.
 - a. Decision: the motion was unanimously approved.

8. COMMITTEE REPORTS AND COMMUNICATIONS (Written reports pre-submitted):

- a. Generations of Faith Committee (Karl, Trish)
 - i. No report
- b. Finance Committee (Chad, Joe, Tom, Terry):

VOTING: Tuition and Fees for 2014-15

- DESCRIPTION: Proposed changes to the tuition and fees for 2014-15 include:
 - Registration for K-8, 3 yr PS, 5 yr PS, and ECLC increases \$25. This fee is what is paid in the spring.
 - A new charge is proposed for the 4 year old PS time beyond the state funded 10 hours per week. This fee replaces 4 year old registration fees, which cannot be charged.
 - K-8 tuition increases by 4.7%, if acceptable to all the schools.
 - Paid PS tuition and ECLC rates increase by about 5%-7%, depending upon rounding. ECLC payments for the last two weeks in December are discounted 33%.
 - Institutes rates for Leaps and Bounds.
 - Per diem child care rates increase by \$3 per day after holding steady for four years.
 - Aftercare rates increase by 3.3% (\$0.20 per hour) but only for the first child in a family as this program is starting to become rather expensive for families with multiple children.
 - Before school care rate increases by 5% (\$5 for those paying a quarter at a time).
 - Proposes eliminating the \$5 planner fee.
 - Athletic Club voted to switch back to a per participant fee rather than a per participant per sport fee. It raised the rate from \$25 to \$35, which is the same as St. Paul's.
- DECISION: The motion to accept this proposal was made by Molly Crosby and seconded by Deanna Kelley.
 - Decision: the motion was unanimously approved.

VOTING: Teacher bonus/supplemental pay

- DESCRIPTION: : It is proposed that half of the budgeted amount for DRE, YM, and Principal and full amount for other staff members under the budgetary authority of the board of education to be paid in January or February, whichever is possible for payroll office.
- DECISION: The motion to accept this proposal was made by Tom Brus and seconded by Molly Crosby.
 - Decision: the motion was unanimously approved.

- c. Nominating Committee (Brock, Terry, all board members)
 - i. Brock may be introduce and describe the Board of Education at the January 25th All School Mass and Spaghetti Supper. Volunteers needed from the board to staff the display table.
- d. Policy Committee (Chad, Patrick, Molly)
 - i. No report
- e. Strategic Planning Committee (Chad, Terry, Joe)
 - i. No report
- f. School Improvement Advisory Committee (Chad, Deanna, Molly, Karl, Brock)
 - i. No report
- g. Market/Public Relations Committee (Chad, Chris)
 - i. No report
- h. Grant Writing Committee (Chad)
 - i. No report
- i. Parish Council (Tom) 4th Tuesday of each month 7:00 pm
 - i. No report
- j. Finance Council Rep. (Terry, Molly)
 - i. No report
- k. Buildings & Grounds Rep. 2nd Thursday 7:30 pm (Patty, Brock, Matt)
 - i. See Principal's Report
- l. Athletic Club
 - i. No report
- m. JFK Band Boosters
 - i. No report
- n. Home & School Rep. A
 - i. No report
- o. Assumption High School Rep. (Dan Solchenberger)

- i. No report
- p. Scott County Catholic School Advisory Board Rep. 2nd Monday every other month (September, November, January, March, May) @ St. Vincent (Terry, Chad, Joe)
 - i. No report
- q. Ad Hoc Committees:
 - i. School Lunch Program, Breakfast Program: No Report

9. NEW BUSINESS: none

10. The board adjourned at 10:03pm and entered a closed session. The board meeting resumed at 10:08pm.

11. PASTOR'S NOTES (Msgr Jim P)

- a. Monsignor discussed the continued movement towards the development of educational savings accounts and the work of the Alliance for Choice in Education.

12. CLOSING PRAYER – meeting was adjourned at 9:28pm.

NEXT Regular Meeting: Tuesday, March 4, 2014 (the February 4th meeting has been cancelled)

BOE's Rep to Parish Council in January, 2014 (Molly)

Respectfully submitted by Patrick Archer (Secretary)