

Board of Education Minutes - March 2013

Minutes from February 5, 2013 Board of Education Meeting

1. OPENING PRAYER (10 minutes) – Board Members' Prayer led by Terry
2. ROLL CALL – Chad Steimle, Patty Stevens, Susan Dill, Brock Harris, Deanna Kelley, Terry Wendl, Karl Stratman, Lisa Willows, Tommy Fallon, Judy Winegar (JFK Teacher), Michelle Jordan (JFK Teacher), Brenda Fox (JFK Teacher), Molly Crosby (7:20 PM), Monsignor (7:40 PM)
3. ACCEPTANCE OF AGENDA – Unanimously approved
4. READING AND APPROVAL OF MINUTES OF February 2013 – Unanimously approved
5. COMMENTS FROM AUDIENCE and OPEN FORUM – Terry welcomed teachers. No other comments were made.
6. UNFINISHED BUSINESS
 - a. Parent report card is still work in progress
 - b. Safety and Security
 - i. Committee had first organizational meeting Monday, March 4
 1. Chad sent an updated version of what has been proposed, what is being investigated, and what has been done to the board members.
 2. Looking into finding someone to do an evaluation of what we need across the entire campus.
 3. Setting up procedures for the Church evacuations and handling different emergency situations.
 4. 2-way radios are in use.
 5. Looking into new doors by the ramp to isolate the Parish Center.
 6. Service window cut-out will happen during Spring Break.
 7. April 8 there will be new door locks.
 8. The Parish Center is the biggest concern right now due to the heavy use. Looking to doors to cut-off the access to the school.
 - ii. Teachers requested having locks that lock from the inside of the classroom rather than the outside. Chad told them it may be possible down the road, but right now they are approximately \$200 per lock. As a compromise, the teachers have the option of locking their door at all times and keeping it open.
 - c. Vote on changes to BOE Constitution and By-Laws
 - i. A motion was made by Molly Crosby to approve the changes to the BOE Constitution and By-Laws as discussed at the February BOE meeting. Seconded by Patty Stevens. Unanimously approved.
 - ii. Discussion occurred about 5.08 in the Constitution and By-Laws as they are written. As written 24 hours prior notice is required in order to call a closed session.
 1. Terry suggested we change it to allow for walk-in parent concerns that may require a closed session due to student and/or personnel names being used.
 - a. Sue suggested taking out the 24 hour notice section in 5.08.01 altogether.
 - b. Question was raised about necessity for 24 hours or any notice at all. Was it a problem in the past with previous boards having people randomly spring into closed sessions? Is it in Robert's Rules somewhere that there should be prior notice given? Does it possibly have to do with who is invited to the meeting and making sure all those are needed in attendance can be there?
 2. A teacher asked if the teacher/staff member involved would be invited to the closed session. The board said no due to the parents possibly not wanting to make their case in front of the involved teacher/staff member.
7. ADMINISTRATOR REPORTS (Written reports pre-submitted) (30 minutes):

Principal of JFK (Chad) (**Discussion and decision on: Aide position, office/administration support position, before school program, scheduling of the ball diamond, April BOE meeting**)

Principal's Report to the Board of Education
March 5, 2013

Ethical Leadership:

1. Chuck Solheim, formerly retired AEA school psychologist, has been assigned to JFK. I have known Chuck professionally and personally for years. Things are moving at a faster clip with him than they did for the 1 ½ years with the previous AEA school psychologist. Meetings with staff and with parents have been frequent.
2. We successfully worked with a family to secure emergency assistance from the Fr. Ken Martin Memorial Golf Outing source.

Leadership of School Culture and Instruction:

1. We are exploring the Lego Robotics type of programming. This type of activity for students may need plenty of staff and volunteer support. Many questions need to be answered before we can make any commitment and even begin to seek the grants to pay for the equipment.
 - a. Timing is November through January, which is the same time as quite a few other activities already in place at JFK. It could use a lot of personnel at a very busy time of the year.
2. Deneen Woerdehoff and Caitlin Streit are investigating the Formative Assessment System for Teachers (FAST). The DE has entered into a contract for FAST to be available to schools for use as an online universal screening and progress monitoring tool for reading and math. The DE has also entered into statewide contracts for a database to support Response to Intervention (RTI) implementation and IEPS and another universal screening and progress monitoring tool for 4 year old pre-kindergarten programs (IGDI). It is unclear if the new tool for pre-K will replace the Gold Assessment we just began in Davenport. Gold Assessment is used in 80% of the school districts across IA and was unanimously recommended by this fall's state education task force on early literacy.
 - a. It is a free program, but not a requirement. It may replace BRI in K-5.
3. Preschool teachers in the partnership with DCSD and I met with DCSD representatives to develop the "corrective action plan" for several items that were flagged in the DCSD's spring site visit last year. These included making sure religion is not scheduled during or "sprinkled" in through the state funded time (which is why JFK's PS is more than two hours in length each day), adjusting some assessment and training (which are covered by the switch to GOLD Assessment already underway this school year), and making sure PS staff have the correct type of CPR and First Aid training required (infant and child is not the same as pediatric). JFK was not named as any particular partner site with any violations. Interestingly, although there were no "areas of non-compliance" in the last PS site visit five years ago and no changes in operations were made since, last spring's visit yielded about five points of "non-compliance."

Managerial Leadership:

1. Budget:
 - a. This fiscal year, JFK is doing quite well. K-8 enrollment has been over the budgeted figure for more than half the school year, and ECLC is well over the budgeted number.
 - b. An updated 2013-14 budget draft is being created so we can proceed with phase II of the budgeting process, the setting of salaries/benefits.
 - c. Kindergarten numbers:
 - i. We were anticipating lower kindergarten numbers due to lower birth rates for this cohort and lower 4/5 year old PS numbers currently. We typically have 45%-50% of our PS students attend JFK for Kindergarten. Then, we get about 6-12 students from other preschools or who have no preschool experience.
 - ii. With 2012-13 4/5 year old PS enrollment at 69, we would expect 31-35 students to enroll for K, and then have the 6-12 students from other preschools. The expected range would, thus, be 37-47. In November, I projected 44.
 - iii. We have an unusually high number of students who will be of kindergarten age next year but will do another year of PS rather than kindergarten. Typically, there's only one or two in this

situation. Next year, we are looking at six to seven.

- iv. Taking 6-7 off our original figures in (ii) above, our range before considering students from other preschools falls to 24-29. Adding in the 6-12 students from other preschools gives us a projection of 30-41.
- v. The number of students from other preschools registering at JFK also seems sluggish. Therefore, a conservative projection of 32 is being used at this time.

d. The almost \$43,000 reduced tuition revenue due to a lower enrollment projection since November has been offset by about \$34,000 in other increased revenue projections and \$1,000 in reduced expenses. The current deficit projection is about \$6,000. Other expense reductions will lower the deficit further. (See (g) below, for example.) These projections are currently based upon a 2% increase to staff salaries and teachers' base pay. Including advancements for a year of service for teachers not "frozen" on the scale and advancements for education, the average increase for teachers is more than 4.5%, and the range is 2% to over 7%.

e. One of the biggest unknowns is how preschool funds can be used. There should have already been updated guidance from the DE in response to efforts made in contacting legislators, DE leaders, and the governor's office staff. We could see close to \$10,000 or more of our expenses budgeted next year to be paid for with state PS dollars rejected.

- 2. The finance committee has added Brian Schubert, Nga Morris, and Michelle Arguelo to the current membership of John Nagle, Joe Creen, Terry Wendl, Patty Stevens, and Teri Overton. One other person has been asked but has not yet decided. The committee will meet twice in March, once with teachers and once just as a committee.
- 3. Various overtures to write a joint Catholic schools' application for safety/security have ceased for this spring's SCRA grant cycle. We also are not ready to write our own grant application for safety/security. Our SCRA grant application will, thus, be for technology as we prepare for Smarter Balanced Assessments (or the online FAST mentioned above). Included in our application will be the following, with rough estimates included:

a. 60 laptops at \$600 = \$36,000

b. 2 30 count carts at \$1,000 = \$2,000

c. 1 server @ \$6,000

d. 2 access pts @ \$350 = \$700

e. 60 head sets @ \$20 = \$1,200

f. 60 stylus tablets @ \$80 = \$4,800

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g. Total = \$50,700 New numbers came in between \$42,000 and \$48,000

h. Our seed money will include the \$6,000 for the server as part of our regular budget and another \$7,000-\$10,000 from the Gala.

4. Safety/security:

a. An anonymous donor has committed to providing us with \$24,000 over two years for campus safety/security needs. To be given \$1,000 per month for two years.

b. The campus safety committee met on Monday, March 4th.

c. My updated safety document is attached. We are currently moving ahead with cutting a service window from above Mrs. Carlin's desk into the foyer, the installation of electronic locks and release buttons for the door between the new foyer and the office, electronic locks and proximity card readers for this office door and the staff room door, changing the four foyer doors to default being locked even after using one's key, and purchasing several commercial grade two way radios to help provide quick, simultaneous communications with key personnel throughout the entire 11.5 acre campus.

- 5. Plans are being made for Steve Snell's upcoming surgery and absence, which are causing us to examine our custodial/maintenance job descriptions and the equipment we have to help improve efficiency.
- 6. Laversa Carlin's health-related absences are adding to the reasons for why another regular school person on staff is needed for the office.

7. Julie Baker and I toured Children's Village West by the Putnam as part of Julie's continuing education program. (They have nothing on us! Except maybe the larger gym-like room for PS.)

a. Disappointing visit because we didn't get any new ideas of what else to get to improve our preschool rooms.

Public Relations Leadership:

1. A "mini-mag" for Scott County Catholic Schools was mailed.
2. We are in the process of identifying JFK alumni with students currently at JFK who might be leaders in efforts to communicate with all JFK alumni. The OLV Foundation is also interested in this project and may collaborate with some of the efforts. Specifically in the area of social media.
3. The Scott County Catholic Schools' 8th Grade Career Fair was February 25th at St. Ambrose. We had 32 presenters' stations (up from about 25 last year), a campus tour, and a presentation on study skills for high school and beyond. The guidance counselors did a great job organizing this activity. SAU donated the space, lunch, and SAU tour guides. Hy-Vee donated breakfast types of food. The 8th grade dance we hosted paid for about half the cost of table rental. Each school paid about \$35 toward the other half of the table rental cost and transportation costs.

Leadership in Diocesan/Parish Context:

1. The diocesan exploration of a self-funded health insurance plan for all employees of the diocese has come to a halt. The preliminary quotes given were too high, and with all of the turmoil expected in health insurance in the United States within the next two years, the timing did not seem right.
 - a. The first look resulted in not finding coverage that recognized the Diocese as a group. The second look resulted in being recognized as a group, but the premiums were too high. This third look ended similarly to the second look: recognized as a group, but with higher premiums. Plus there was uneasiness about the future of healthcare costs due to current legislation.
2. I attended the Scott County Catholic schools' principals' meeting:
 - a. Playing time in basketball. We will look into an older rule that used to require the top three scorers to be pulled when the difference between the scores was at least at a certain level.
 1. Question was asked about what was mentioned and why it was brought up at the meeting.
 1. Principals discussed the idea due to certain schools in certain sports running their scores up and/or not allowing all of the players a chance to play in the games.

Discussion and Decision on: Aide Position, office/administration support position

1. Lengthy discussion beginning with Chad's information given about the current aides in the building:

	2012-13	2012-	Student	2013-14			
	Students	13	Projector	Aides			
		Aides	for 13-14				
ECLC	24	1	18	1	New reporting reqs. for school daycare may force us to follow QPPS ratios and size limit of 20. However, we only have all students present for about two hours as students go back/forth to PS		
3 yr PS	18	2	18	2	In the past, we froze at 16 and added aide when at 18. QPPS ratio is 1:9 and 18 max.		
4/5 PS	20	1	20	1	10:1 ratio required		
4/5 PS	20	1	20	Co-teachers	10:1 ratio required		

					General Guides We've Kept In Mind		
					Ideal Max	Aide/Combo, Creative Scheduling	Split
K	25	1	16	0	20	21-26	Bd passed 25 as normal max with 26 being admin discretion. QPPS is 12:1 ratio with cap of 24. Don't believe we need to follow QPPS for K
K	25	1	16	0	20	21-26	25
1st	46	3/4	50	1	20	21-24	25
2nd	48	1/4	46	1/2 est	20	21-24	25
3rd	53	3/10	48	1/2 est	24	25-28	29
4th	33	0	53	3/10-1/2	24	25-28	29
Total aides K-4		3.3		2.3-2.5 3.3 where depends on #s			

- a. We currently have 3 full time aides and one part time aide whose positions are being considered. Chad was looking for the board to tell him in what grade levels we feel aides should be used and should they be full or part time aides. This discussion does not include the position of the aides in ECLC or Pre-School. Our projected kindergarten enrollment is considerably lower than this year and may lead to them not needing/having a full time aide in each classroom.
- b. In the building we currently have 3 aides with teacher certifications, 2 aides with child development associate certificate, and 1 aide without either of those two certifications. The aides with the teacher certification have been used as substitute teachers when needed, but also as additional instructors in the classroom providing individualized or small group instruction to the students.
- c. A kindergarten teacher mentioned how much the aides truly do in the classroom and how much more time the teachers have in the classroom with an aide doing so many of the little, almost clerical jobs that must be done on a daily basis.
- d. Karl said if the aides we currently have are so great and irreplaceable, then we should find a way to hold them at the school in some position so we will have them as classroom aides when our numbers go up in the classrooms.
- e. A teacher reiterated how important these aides are and how great it has been to have one aide in particular who is available as a substitute teacher in case of an emergency or a very last minute absence.
- f. Molly mentioned the selling point/marketing tool aides can be for a school. Sue agreed with Molly and gave an example of how having aides can be very appealing to parents who are looking for the more personalized instruction some aides can provide for the classroom.
- g. Deanna mentioned the possibility of keeping the current aides on staff, but possibly reassigning them to do some of the requested office/administration tasks being.
- h. Chad mentioned the importance of knowing whether to keep the aides on staff or not in order to offer contracts in April, pass the budget in May/June, and for the sake of the aides to find another position somewhere else if needed rather than waiting to find out in August they need to find another job. Board members agreed with the importance of having aides on staff. There was no vote due to no action being taken at this time. The 4 aide positions in question will be kept on staff, but possibly realigned to different positions throughout the school at Chad's discretion depending on the numbers in the classrooms for the next school year.
- i. Conversation transitioned very easily to the office/administrative help Chad has requested due to the possibility of having a part time classroom aide take on the responsibilities. The biggest request from

- Chad is for a regularly scheduled person in the office.
- j. Current additional office help: An employee helps in the office on afternoons when she is not working in the building as a substitute teacher and on some non-school days. The budgeted number of hours is 600 and projected cost for 2013-14 is about \$6,250. Problem: This method is too irregular to be able to adequately assign responsibilities.
 - k. The current draft budget includes about \$21,000 for a PT school administration manager (SAM) or assistant principal.
 - l. The previous analysis of my time and tasks provided to the board indicated that a SAM or other assistant administrator could be about 15 hours per week in addition to the additional office help in (i) above.
 - m. The previously distributed SAM and assistant administrator job description has been highlighted for things that would be eliminated if the position were not SAM/administrative in nature but clerical/secretarial. Changing to a clerical/secretarial position would also mean that the 15 hours estimated for SAM/administrator would be reduced.
 - n. It would be difficult to hire a 37.5% (15/40 hrs) or even a 50% SAM/assistant administrator unless the position was combined with another teaching position to be full time. The only part-time positions we currently have on staff are music.
 - o. Proposed for 2013-14:
 - i. We change the position in (j) above to be 3-5 hours per day regularly scheduled with additional work on some non-school days, particularly in July and August, yielding 600 – 1,000 hours per year. The hours could be done by one person or dispersed among more than one, and the duties can be combined with other positions.
 - ii. Salary range: \$10.42 - \$15 per hour
 - iii. Estimated salary cost range: \$6,250 - \$15,000
 - iv. Cost savings from current draft budget: \$12,250 - \$21,000
 - p. Patty Stevens made a motion to approve a 3-5 hours per day regularly scheduled with additional work on some non-school days, particularly in July and August, yielding 600 – 1,000 hours per year FTE office assistant. Seconded by Karl Stratman. Unanimously approved.

Before School Program

1. Chad would recommend that we start a formal before school care program with the following criteria:
 - a. Time: 7:00 – 7:30 a.m. At 7:30, students would go where the rest of the students go when they arrive on campus.
 - b. Cost: \$100 for the quarter per child (\$2.22 average per 45 days)
 - i. Pay for the spot model
 - ii. Per diem ONLY IF a spot is open AND there is advance registration (no drop ins): \$3 per student
 - iii. As a comparative, aftercare is \$1.50 per 15 minutes per child
 - iv. Half hour aide position could be about \$5- \$5.50 per hour
 - v. Breakeven point for additional staff members is three students
- a. Locations and staff:

Number of before school care students not in ECLC already	Location	JFK Staff	Per diem
1-10	ECLC	ECLC staff (one)	If spot available
Waiting list until 13			Per diem is not part of a waiting list

13-15	ECLC	Additional staff (two total)	If spot available
16	Another room on lower level	One non-ECLC staff member	If spot available
17-26	ECLC (16 are in another location)	ECLC staff (one)	If spot available

2. Discussion took place of possible other locations (i.e. gym, cafeteria, classrooms).

- a. A teacher raised the concern of needing teacher consent to use a classroom and teacher willingness to work the extra half hour before school starts.
- b. Starting a breakfast program was mentioned. A hot breakfast was suggested, but realistically a cold breakfast would be more manageable. The breakfast program has been looked into by Chad previously and is still under consideration as a possibility down the road. This topic was tabled for the conversation under new business.
- c. A starting time of 6:30 rather than 7:00 was mentioned for those parents who work at 7 and may prefer to drop off their child early rather than having to depend on a bus schedule. This was also mentioned as another possible marketing tool/selling point of our school with the early drop-off possibility.
- d. Molly Crosby made a motion to start a formal before school care program for the 2013-14 school year. Seconded by Deanna Kelley. Unanimously approved.

Scheduling of the ball diamond

1. The policy committee is meeting April 8 to finalize their proposals for the policy regarding the scheduling of the outside athletic fields. There has been an inquiry about scheduling the space before that time, though. Chad is looking for a preliminary approval for scheduling the ball diamond in the same way as the gym is currently scheduled.
2. Conversation took place about who all uses the fields and who would have priority. A question was raised about who would rake the field if there was a group who rented the space.
 - a. Brock mentioned that Dad's Club, one of the groups who uses the field, is on the city budget and the city does pay to take care of all the Dad's Club fields. He suggested asking the city for compensation or to take care of the field using the Dad's Club funds.
3. Sue Dill made a motion to approve the temporary scheduling of the outside athletic fields in a similar way as the gym is currently scheduled. Seconded by Deanna Kelley. Unanimously approved.

April Board of Education Meeting

1. April's meeting will require a discussion on salaries and benefits so contracts can be sent out as soon as possible after the meeting.
2. Chad will be in Houston for a conference at the time of the currently scheduled meeting (April 2).
3. Board agreed to a change of meeting time to Monday, April 15 at 7 PM in the Library.

Faith Formation-Religious Education Director (Trish Gallagher)

Written report submitted by Trish. Lisa Willows was present to make highlights and field questions.

Board of Ed Faith Formation Report March 2013

Trish Gallagher Pastoral Associate for Faith Formation

1. Providing faith formation, religious education and sacramental preparation for all members of the parish faith community.
2. Supervising sacramental preparation:
 - Available for Jennifer for First Communion Parent Meeting prep and meeting pre-planning for Celebration
 - Available for Lisa, Confirmation Coordinator as needed, help with Confirmation Practice and Celebration as needed

- Weekly RCIA includes Rites and retreat-like immediate prep prior to Easter Vigil/ Finalizing plans with Pastor and liturgical minister chair for lectors, EMHC, music, etc
- Sacramental prep for JFK continues, 3 will continue in RCIC, 2 will receive First Holy Communion after Easter
- FF Wednesday evening – one student for Communion

3. Available for Youth Minister as needed
4. Faith Formation catechists: available for Catechetical in-service night
5. Assessing needs, and planning and evaluating programs implementing Diocesan curricula.

Beginning look at budgetary needs for programming: need subcommittee support

6. Acting as parish resource person in methods and in some areas of theology:
 - provided handouts at Mardi Gras event,
 - Serving as Assistant Spiritual Director for Men's CEW. This includes providing resources, support and help with prayer services and Liturgies.
 - and for JFK teachers for catechetical hours
7. Managing the Faith Formation office: providing mentoring as needed for MFP coursework as needed

II. As Adult Faith Formation Director (Level II),

1. GOF subcommittee meeting: Two Our Sunday Visitor family pages will be distributed in the spring.

Discussion of 5 year planning committee for Parish Council.

2. Catholicism DVD series concludes, 10 sessions (30 group meetings with discussion)
3. Bible study for Lent: The Tragic and Triumphant Cross by Stephen Binz, a thematic approach to the scriptures about the Cross Monday mornings, Monday evenings, Sunday evenings for Men, additional groups throughout parish
4. Movies with Meaning continue, Carl and Kellie De Maio coordinate
5. Women's Enrichment, meets monthly. Lynn Olds coordinates
6. Trish supports Parish Council, Vocations Committee, Wellness Committee projects co-operates to distribute shawls for Prayer Shawl Ministry.

III. Liturgical Ministry: The pastoral associate attends Liturgy meetings, provides assistance to the pastor, prepared Holy Week Preparation chart for review with Liturgy chair persons

1. Working on Lenten Communal Penance service prep. March 12
2. Children's Liturgy of the Word

Board of Ed. K-6 Coordinator Report, respectfully submitted by Jennifer Wemhoff

- I attended weekly staff meetings.
- I continue to provide weekly information to be printed in the bulletin.
- I continue to provide communication with our FF families
- I continue to provide support and communication with catechists and support helpers
- I am finishing the last two weeks of a five week course through the University of Dayton for catechetical certification.
- I attended the January MORE meeting held at St. Al's
- I am planning the 1st communion parent/child meeting to be held Feb. 24
 - There was a make-up meeting for the 6 families who did not come to the first meeting. 4 of the 6 came to the make-up. Still trying to get a hold of the other two families for a make-up meeting.
- I am planning our catechist in-service to be held Feb. 27
- I attended Pastoral Staff meeting in January

Board of Ed. Confirmation Coordinator Report Respectfully submitted by Lisa Willows

- I attended weekly staff meetings.
- Sent information to parents regarding Confirmation pictures, practice and dress attire
- Planned, set up and attended Coffee and Doughnuts with sponsors
- Set up and displayed 8th Grade Students Saints reports in the Gathering Space

- o 50 Confirmands this year
- o Looking into other possibilities for Saints reports in order to show the students' creativity rather than just written reports. Examples include power point presentations and mock interviews with the Saints.

Administration

- I attended the MORE meeting held at St. Al's.
- Continued with Dayton Classes (3rd Session)
 - o 1 more in May, then practicums in June, July, and August.
- Assisting with FF activities, resources for catechists
- Updated FF financial information

Respectfully submitted by Lisa Willows

Youth Minister – (Tommy)

Youth Ministry Report to Board of Education – Mar 11th, 2013

- I attended all pastoral staff meetings.
- I attended the Diocesan Youth Ministry meeting on Feb 5th and the Diocesan Youth Ministry conference call on March 5th
- On Feb. 12th men from the Catholic Worker House attended the OLV Fat Tuesday Celebration as guests of our youth.
- On Ash Wednesday high school youth participated in the 7:30 liturgy as gift bearers, altar servers and hospitality ministers as well as promoted CRS Lenten Rice Bowl
- We held our annual Sweethearts dinner fundraiser on February 16th
 - o A big thank you goes out to Rick and Lisa Willows for helping cook and prepare the meal
 - o Attendance was great!
 - o We made \$912.76 to go toward NCYC 2013
- I attended the Diocesan Teens Encounter Christ Retreat at Saint Joe's in DeWitt from February 16th -18th.
 - o Three youth from OLV were among the 17 total teen candidates
- On February 25th I hosted the Davenport Deanery Youth Ministers meeting
 - o One topic of discussion was our TPH events (The Party is Here) and how we can improve them.
 - o We are going to try and move away from hosting them at the parishes and instead look at opportunities in the QCA for example the polar plunge for charity at West Lake.
- I attended the Catechist In-service with my catechists on February 27th
- We held a Jr. High Youth Night on Friday March 1st
 - o There were 15 youth in attendance
- Fr. Thom Henna from the Diocese attended our high school youth night on March 6th and lead a discussion about vocations.
- NCYC is now up to 35 teens total from our Parish with the possibility of adding a couple more still!
- We will have 8 youth at the Junior High Youth Rally on St. Patrick's Day.
- In regards to the position for Diocesan Director of Youth Ministry, the Diocesan administration has concluded their interviews, agreed upon a candidate, but waiting to make the announcement until it is confirmed.

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

a. Generations of Faith Committee (Susan, Deanna, Trish)

- Had a meeting to discuss the future of Generations of Faith by name and by purpose.
- Possibility of changing the name to Lifelong Learning in order to match the Diocese better so more people may have a better understanding of what it means
- The idea of a large, interactive calendar on display in the gathering space was discussed again as another way to inform parishioners of all the possibilities for Faith formation from birth through death.

b. Finance Committee (Chad, Joe, Terry, Patty)

- No report

- c. Nominating Committee (Brock, all board members)
 - i. No report
 - ii. Still looking for candidates. We will be in need of at least 2 new board members for sure in June.
- d. Policy Committee (Chad, Patrick, Patty, Molly)
 - i. Slow process is taking place.
 - ii. Meeting April 8, so may have more information by the newly scheduled BOE date of April 15.
- 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, Patty, Susan, Matt)
 - i. No report
- h. Grant Writing Committee (Chad, Kathy Peterson, Lisa Stahula)
 - i. See Principal's Report regarding SCRA grant information
- i. Parish Council (rotating per schedule) 4th Tuesday of each month 7:00 pm
 - i. February meeting was cancelled and not rescheduled
- j. Finance Council Rep. (Terry, Molly)
 - i. There was a presentation made by the OLV Foundation Committee to get people thinking about building the Foundation now that the Capital Campaign is over. One idea mentioned again was the 300 Club.
 - ii. OLV reached 99% of the Annual Diocesan Appeal (ADA) goal this year.
 - iii. The packets were mailed for stewardship renewal campaign. It's too early to tell results of that campaign, though.
 - iv. If you haven't paid for your Catholic Messenger yet, please do so.
- k. Buildings & Grounds Rep. 2nd Thursday 7:30 pm (Patty, Brock, Matt)
 - i. No report
- l. Athletic Club
 - i. Meeting Tuesday, March 12
 - ii. Basketball hoop was scheduled to go up on snow day, but is rescheduled
- m. JFK Band Boosters
 - i. No report
- n. Home & School Rep. A
 - i. No report
 - ii. Meeting Tuesday, March 12
- o. Assumption High School Rep.
 - i. Emailed report from Dan

p. Scott County Catholic School Advisory Board Rep. 2nd Monday every other month (September, November, January, March, May) @ St. Vincent (Terry, Matt, Joe)

i. Meeting was tonight (Monday, March 11)

ii. Obtaining our Internet speeds and connections through the AEA was a topic of discussion.

a. We would see a significant cost increase if we didn't get our internet through the AEA.

b. The AEA is a consortium for the smaller schools because the larger school districts have the resources to branch off on their own. A committee is being formed including members from the AEA to discuss the matter further.

iii. St. Paul's bussing issue was discussed. Davenport School District said they wanted to change their timing and routes next school year in order to save money on bussing. This would require St. Paul's to change their daily starting time so St. Paul's told Davenport they wouldn't use the bus system. Davenport decided not to make the change for next year due to the impact losing one school for bussing might have on the other schools possibly getting away from using the bussing system also. This may not hold for long, though, due to budget constraints all around.

a. Iowa City Regina cut away from the Iowa City School District and now offer fewer bus routes as a way to save money.

iv. As of March 6th the Governor has the STO amount up from \$8.75 million to \$10 million in the state budget. If this holds it will be helpful for JFK in order to cover costs of salary and benefit increases.

q. Ad Hoc Committees: None

9. NEW BUSINESS:

a. School Lunch Program

a. Terry began this discussion with the example of how much food he sees wasted at every lunch he has been able to volunteer. He suggests quitting the government school lunch program. As a Catholic school we are not obligated to stick with it. It may be possible for us to provide a lunch the students will eat at a similar cost and possibly even make money off it. Terry had previously spoken with a few members of the JFK community, both students and staff members, to look into other possibilities.

b. Chad mentioned the amount of and stipulations on types of fresh fruits and fresh vegetables required by the government food program. For example, the school now serves red peppers simply as a way to report offering another type of fresh, red vegetable.

c. A teacher mentioned her concern of the Kindergarten through 5th grade portions all being the same size. So that is a cause for waste since a typical kindergartener does not eat as much as a typical 5th grader.

d. Sue asked if the waste was due to lack of time to eat or the type of food on the plate.

e. Many board members said it was due to the type of food being offered and the students not wanting to try the new "healthier" foods or not liking what they do try. The government requires the food to be placed on everyone's plate even if a student says (s)he will not eat it.

f. Deanna said St. Paul's does not have a cook on staff. They cater all their food. For example, one day is Hungry Hobo, another day is Papa John's Pizza, and another is Checkers burger day.

g. Chad said Lourdes is currently on the government program through Bettendorf School District, but will be canceling that next year and will be cooking their own food.

h. An idea mentioned for JFK is to leave the government program and make our own food. Chad mentioned that JFK does not have enough Free or Reduced meals to make money off the lunch program. It is important to sell hot lunches to the students in order to fund the program. There has been a decrease in the number of students buying hot lunch since the government food program was implemented.

i. Currently JFK receives \$0.37 from the government for every meal served, \$2.56 for reduced lunches, and \$2.96 for free lunches. We would not receive any of that if we got away from the government food program. One idea, if we do decide to get away from the government food program is not to advertise the free and reduced lunch program, but

have an application available if people ask. The school will then just eat the cost of those meals.

ii. Question is, how much would it cost us to buy and make our own food. We currently are able to get our food from the “government basket” for food surplus. If we leave the program, our cost for certain foods may increase, but at the time no one knows what that increase would be. The board discussed creating a group to look into those costs and even explore the breakfast program while looking into it. Question was who would be on the committee. The School Improvement Advisory Committee (SIAC) is the large committee that includes the wellness initiative. It would include a large constituency including staff, faculty, board members, parents, and students. However it was thought maybe it was too large. Another option was forming an Ad Hoc Committee within the Board of Education.

i. Karl voiced his interest in keeping the government program because of the different types of foods it allows his children to try. He enjoys the variety of healthy foods offered to the children.

i. Molly said the possibility of still offering a variety of healthy foods, but more geared toward what the students will eat rather than throw away.

ii. Karl said he would be interested in joining the committee to talk to different students and staff members to get input on other options.

j. Molly Crosby made a motion to set up an Ad Hoc Committee on the Board of Education to explore the school lunch program options and the breakfast program options. Seconded by Terry Wendl. Unanimously approved.

i. Members of the committee include Deanna Kelley, Terry Wendl, Patty Stevens, Karl Stratman, and Molly Crosby

10. PASTOR'S NOTES (Msgr Jim P)

11. CLOSED SESSION: Regular meeting adjourned at 9:45 PM. Issues discussed in closed session. Regular meeting reopened at 10:45 PM

12. CLOSING PRAYER – Led by Msgr

NEXT Regular Meeting: Monday, April 15, 2013

BOE's Rep to Parish Council on Tuesday, March 26, 2013 (Karl)