

## Board of Education Minutes - November 2011

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### Minutes from Nov 1<sup>st</sup>, 2011 Board of Education Meeting

1. Opening Prayer – Msgr. offered prayer from new missal.
2. Roll Call – Chad Steimle, Tommy Fallon, Jennifer Wemhoff, Terry Wendl, Molly Cosby, Jeff Brennan, Carl DeMaio, Susan Dill, Brock Harris, Karl Stratman, Patty Stevens and Msgr. Parizek. Also, Brenda Fox (JFK Teacher) Kelly Poster (JFK Teacher) and Kelly Schnell (JFK Teacher) attended the meeting.
3. Agenda accepted by BOE
4. Minutes from Oct. Meeting – Approved by BOE
5. Open Forum – No open forum but Terry welcomed the JFK Teachers attending.
6. Unfinished business – No unfinished business
7. Administrator Reports

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

Principal's Report to the Board of Education  
November 1, 2011

#### Facilitator of Faith Community:

1. Class Masses resumed in October, and all school Masses are about every two weeks. November all school Masses are on the 1<sup>st</sup>, 4<sup>th</sup>, and the 22<sup>nd</sup>.
2. JFK and Faith Formation students are cooperating on trees of thanks in the front lobby.
3. JFK participated in the Student Hunger Drive during October.
4. Eighth graders attended the diocesan vocations day.

#### Ethical Leadership:

1. 504 plans are being created for a few other students. 504 plans are accommodation plans for students who “(1) have a physical or mental impairment that substantially limits one or more major life activities; or (2) have a record of such an impairment; or (3) be regarded as having such an impairment.”<sup>1</sup>“Major life activities, as defined in the Section 504 regulations...include functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. ... Congress provided additional examples of general activities that are major life activities, including eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and communicating.”

#### Leadership of School Culture and Instruction:

1. Technology:
  - a. Dianne Siefers and the pre-school staff members had a tablet demonstration. It appears that Android tablets will work well for PS in comparison to iPads. The Android devices are cheaper and have Flash capability. There are also comparable quality lower priced educational applications available for pre-schoolers.
  - b. We notified the AEA that we would like 8.0 Mbps bandwidth speed for next year with the eventual target of at least 10.0 Mbps the following year. The AEA will compile the data from our consortium of about ten smaller schools/districts to send our bandwidth needs out for bid. Because we are not currently paying anything for our 1.5 Mbps speed, it is almost a guarantee that we will be paying in the future.
  - c. Dianne Siefers and I talked with 1:1 consultants. Our parent/guardian survey questions were revised as a result. There are two real significant issues to be examined: initial and ongoing costs for the school and/or parents and maintenance and tech personnel. The types of machines is becoming clearer. Drill and practice and just consuming information are more common in the lower grades, while creating is more common in the upper grades. With current technology, these differences indicate that laptops/netbooks would be a need in about grades 5-8.
2. The Iowa Assessments (replacing the Iowa Tests of Basic Skills) were administered last week. A few teachers have expressed concern regarding the math sections as they seem dramatically different than the ITBS.

3. Third grade – high school math teachers in Scott County Catholic schools will meet in November with the AEA to discuss developments in math instruction and assessment. The Common Core and Iowa Core math standards seem to have the biggest differences from the past and why math is receiving the most focus in AEA 9.
4. Plans are being developed for a math club once Mrs. Whelchel returns from her maternity leave. Math club will be an opportunity for her and other teachers to make sure 6<sup>th</sup>-8<sup>th</sup> grade students are all on the same page with their math development.
5. Professional Development:
  - a) The Professional Development Team of Mary Wahlig, Kitty Temming, Tammy Nagle, and I continues to meet every Monday.
  - b) October's PD included the following:
    - Article study of the work that is underlying the Department of Education's blueprint for education in Iowa, "One Unshakeable Vision."
    - Article study on "One Unshakeable Vision."
    - Reflections and conversations regarding peer observations. During the second quarter, each teacher is required to do five "walk-through" observations. Observation protocols and forms are used for each observation.
    - Collaborative lesson planning using the template developed in OnCourse
    - Preview of the type of data available through OnCourse (see PowerPoint in e-mail)
  - c) November's PD includes the following:
    - Collaborative lesson planning using the template developed in OnCourse
    - Article study
    - Team building
    - Technology
  - d) The principals of St. Paul's, All Saints, and JFK met with SAU representatives to discuss the STEM (science, technology, engineering, and mathematics) workshop planned for January 3rd.
6. The "Needs Assessment/Strategic Planning" survey is underway. There have been more than 70 families responding so far to the online survey.
7. The schedule was adjusted so 8th graders could be separated for both of their art and PE classes each week. Having all 35 together was not working as well as it had when there were 31 of them when they were younger. Mrs. Schnell and Ms. Peterson were compensated 1/35 of their salary for now teaching 36/35 periods per week. We may be having discussions in the future about specials as we do not have the staff to do specials for a two section K-8 building the way we have been doing them for several years. JFK has never experienced this problem before. When enrollments were similar in years past, kindergarten had been half days and did not do specials. Since kindergarten became full day, there has always been one grade level that has only had one section or could be reasonably combined for their specials.

#### Managerial Leadership:

1. JFK will receive PS funding for 74 students rather than the 75 reported last month. By the time of the official count date, one family had moved to IL.
2. Two additional prospective kindergarten families were turned away this month. In neither situation was there a compelling reason to utilize the administrative discretion to go above the board approved cap of 25 students per kindergarten class. We have now had a total of five kindergarten families that were turned away from JFK since May.
3. Our official K-8 count on October 3rd was 364 K-8 students, with one of these students residing in IL.
4. Our official 4 year old PS count for state funding on October 3rd was 74. In these classes were an additional four five year old students, one three year old, and one 4 year old residing in IL.
5. Our official count for 3 year old PS was 16.
6. Our official count for ECLC was 17.
7. The following is information based upon September 23rd enrollment, which was the cutoff date for the NCEA and diocesan surveys:
  - a. If not at JFK, our K-8 students would be attending at least 34 other schools in six different school districts, including IL schools.
  - b. Average K-8 class size: 20.6

- c. 8.4% of JFK K-8 students receive free or reduced price lunches
  - d. 36% of JFK K-8 students are registered for bus transportation
  - e. 88% of JFK K-8 students are Catholic
  - f. JFK's K-8 students generate \$2,278 of tuition revenue per student (\$2430 for first child OLV family, \$1945 for 2nd child, \$1460 for 3rd child)
  - g. JFK's PS is the largest community partner with the Davenport school district to provide 4 yr old PS
  - h. 4/5 yr old PS class size: 20, with a 10:1 student to adult ratio
  - i. 3 yr old PS class size: 16, with an 8:1 student to adult ratio
  - j. 66% of JFK's PS students are Catholic
  - k. 67% of JFK's kindergarten class attended JFK's PS
  - l. JFK's PS generates \$2,430 of revenue per PS student
  - m. 9.2% of JFK PS-8th grade students are Hispanic.
  - n. 8.6% of JFK PS-8th grade students are Native American, Asian, Black, or of two or more races, as defined by the U.S. Census Bureau.
  - o. 29% of JFK's ECLC (child care) students are 3 years old, 59% are 4, and 12% are 5
  - p. 88% of JFK's ECLC (child care) students are Catholic
  - q. JFK's ECLC students generate \$5,604 of revenue per student
8. All state, National Catholic Educational Association, and diocesan reports have been completed. The DCSD needs to make a notation on its state BEDS (Basic Educational Data Survey) regarding "shared" pre-school staff before our BEDS report can be certified.
  9. The lunch program manager position/head cook position was filled when Noelle Myers decided to remain at JFK. The salary was also substantially increased as we discovered we were paying at least 25% less than comparable positions at ASCS and AHS.
  10. After experimenting with paper/pencil, barcode scanner, and entering student lunch numbers, the fastest method for moving students through the lunch line is still with students providing their lunch numbers.
  11. All three mobiles were sold for \$4,000. Two were removed from campus Monday.

#### Public Relations Leadership:

1. The new website was launched in October. Several revisions/additions have also already been made due to people's feedback. The cost to re-do the website was approximately \$12,500, and Gala funds paid for over 90% of it.

#### Leadership in Diocesan/Parish Context:

1. I attended pastoral administrative staff meetings, as scheduled.
2. I attended the diocesan principal's October meeting and led the elementary principals' discussions regarding BEDS and professional development.
3. I attended the Scott County Catholic school principals' October meeting:
  - Band interactions with the high school: Increasing them and reducing the burden on the AHS band director who ends up doing the work to host the 5th grade and 6th grade concerts.
  - Textbooks: The AEA is recommending that schools do not purchase Common Core (literacy and math) textbooks until preparing for the 2013-14 school year. Given the changes we are seeing in the Iowa Assessments already, this delay is concerning. On our textbook replacement cycle, we would also be due for math textbooks next year.
  - Tuition: It's time to start thinking about tuition rate increases for next year. Typically, the rate increases between \$100-\$150 each year.
  - Embracing Our Future: There's about \$1.4 million left. Tuition assistance is at about \$1.06 million this year, with about \$400,000 being pulled from the EOF funds. The remaining amount comes from the STO. It is likely another county wide fund-raiser will be needed for tuition assistance, especially if Catholic schools will have to significantly raise teachers' salaries as is proposed in the state's education blueprint.
  - Math: See above
4. I attended the October Parish Council meeting.
5. I attended the October Finance Council meeting:
  - The amended JFK budget was approved
  - Proposed discussion with the diocese regarding our campaign to increase envelope giving to pay off building debt rather than a building debt reduction campaign and the impact the different methods

- have on the Annual Diocesan Appeal.
- Discussions about rates and funding models for The Catholic Messenger

6. I attended the building committee meeting.

7. I attended twice per month building progress meetings with the general and sub-contractors:

- Punch lists were created for the school
- East classrooms will be moved into on October 30th.
- The church is currently on pace to be completed in about mid-December.

### **K-6 Board of Ed Report for Nov. Highlights submitted by Jennifer Wemhoff**

I facilitated the First Reconciliation parent/student meeting on Oct. 6 entitled “Joseph and the Coat of Many Colors.” I also held a make-up meeting on October 26 for those families that were unable to attend the Oct. 6th meeting.

I displayed two “Trees of Thanks” outside the new office space. Students in grade K-8 in both Faith Formation and JFK made leaves with what they are thankful for and those are hung on the trees.

### **Youth Ministry – Youth Minister Tommy Fallon**

1. I had a discussion with college students about attending the youth nights. They are 18 years old or older which makes it inappropriate for them to be around high school youth. We are working with them to try and develop a college student group within the diocese.
2. I have been planning details for NCYC. The event is coming up in two weeks.
3. Youth Rally was a great experience for the youth who went. We had 5 youth attend this year.
4. I am planning on moving into the office in the school permanently by next week.
5. We are bringing in Michael Gaymen from the Catholic Worker House for a talk at tomorrow night’s youth gathering. We are trying to start a monthly service project at the Catholic Worker House in Davenport.

### **Committee Reports and Communications:**

- \* Generations of Faith Committee – No Meeting
- \* Finance Committee – Meeting coming up in November to discuss this years budget.
- \* Nominating Committee – No meeting\
- \* Policy Committee – No meeting to report but will be meeting soon
- \* Strategic Planning Committee – No meeting to report but the survey is currently in progress at this time
- \* School Improvement Advisory Committee – meeting after first of the year
- \* Market/Public Relations Committee – No meeting
- \* Grant Writing Committee – Same as last month still waiting for SCRA Grants
- \* Parish Council – Parish appreciation will be Jan. 21<sup>st</sup>.

Dedication of building project will be Dec. 18 with Bishop Amos attending.

Christmas Bazaar will be this coming this weekend.

Adaptive listening devices for the church will be coming in 4 to 6 weeks.

Advent starts Sunday after Thanksgiving.

Parking lot work over the next couple weeks.

- \* Finance Council – see principal report item 5 under leadership.
- \* Building and Grounds – Construction update – finished by mid December. Also, parking lot work next two weeks. Listening devices are about ready for the parish.

- \* Athletic Club – Will be meeting second Thursday in November .Also the Magazine sales currently going on.
- \* Band Boosters – will be meeting in November
- \* Home and School – will be meeting in November
- \* Assumption High School – Email was sent out earlier for BOE to review.
- \* Scott County Catholic School Advisory Board – will be meeting Nov. 14<sup>th</sup>.

New Business – None

Msgr. Parizek – Good board meeting and it is nice to see how well the board supports the School and the Faith Formation Team. Also, changes in mass start on November 27<sup>th</sup> (First Sunday of Advent)

Closing Prayer – Hail Mary with the whole group

Next School Board Meeting Tuesday Dec 6th

Parish Council Dec. 20th