

# Board of Education Minutes - September 2015

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Minutes from September 1, 2015 Board of Education Meeting

1. OPENING PRAYER (10 minutes) – “A Board Member’s Prayer”
2. ROLL CALL - Chad Steimle, Jennifer Wemhoff, Pat Archer, Lisa Stachula, Todd Morris, Heather Egger, Jen Flynn, Mike Lizak, Peter Schuster, Korby Jackson, Brock Harris, Matt Henning, Shelly Furlong, Linda Vogel, Angie Logan.
3. ACCEPTANCE OF AGENDA – Approved.
4. READING AND APPROVAL OF MINUTES OF August 4, 2015 - Approved
5. COMMENTS FROM AUDIENCE and OPEN FORUM – See Matt Henning’s Report Below  
Committee Discussed the following report and decided to create an Ad Hoc Committee to discuss low attendance of JFK students to AHS. Committee will meet in September. Committee members are Chad Steimle, Lisa Schuster, Heather Egger, Mike Lizak, Jen Flynn, and Dave Henning.

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## Matt Henning: Assumption Update and JFK Enrollment

### ASSUMPTION HIGH SCHOOL

1020 W. Central Park Ave. Davenport, Iowa 52804 (563) 326-5313

Enrollment #'s as of:	6/12/2015
Freshmen - Class of 2019:	125
Sophomores - Class of 2018:	100
Juniors - Class of 2017:	121
Seniors - Class of 2016:	115
<b>TOTAL:</b>	461

### ADMISSIONS REPORT – AUGUST 2015

#### ADMISSIONS UPDATE:

##### Class of 2019:

109 out of 157 Catholic grade school students are registered

16 students from non-feeder schools are registered

125 students are enrolled

A few additional students were enrolled; however, opted to go to other schools due to:

1) financial, (1) swimming, (1) no longer moving, (1) cheerleading/drama, (2) show choir

One additional prospective student from All Saints considering attending AHS in fall – awaiting receipt of registration check.

One additional family potentially relocating (from Minnesota with Deere) – may not move until next year.

#### MATRICULATION RATES:

Assumption High School Matriculation Rates	
All Saints, JFK, Lourdes, St. Paul's	
Class of 2008-2019	
Class	57%
Class	70%
Class	50%
Class	70%
Class	69%
Class	71%
Class	69%

Class	69%
Class	75%
Class	77%
Class	62%
Class	69% (as of 8/14/15)

<b>Assumption High School Matriculation Rates</b>			
<b>All Saints, JFK, Lourdes, St. Paul's</b>			
	<b>Class of 2019 (as of</b>	<b>Class of</b>	<b>Class of</b>
All Saints	76% (29/38 students)	68% (21/31 students)	71% (30/42 students)
JFK	44% (16/36 students)	58% (19/33 students)	63% (22/35 students)
Lourdes	93% (28/30 students)	67% (10/15 students)	90% (26/29 students)
St. Paul's	68% (36/53 students)	60% (31/52 students)	83% (42/52 students)
<b>TOTAL</b>	109 Catholic Grade	81 Catholic Grade	120 Catholic Grade

<b>Enrollment from Public/Non-Feeder Schools</b>	
<b>Class of 2019 - as of 8/14/15</b>	
College Charles Riviere	1
Instituto Cumbres Alpes-MX	1
J.B. Young	2
St. Patrick, Dallas, TX	1
Sudlow Intermediate	2
Trinity Lutheran	2
Walcott Intermediate	3
Williams Intermediate	3
Wylie Jr. High, TX	1

**PROSPECTIVE STUDENTS:**

I am continuing to work with a few families from the Catholic grade schools as well as public schools who are considering Assumption for their child's high school education. I am meeting with these families and communicating with them on a regular basis.

**TRANSFER STUDENTS:**

The following students are transferring in to AHS for the 2015/2016 school year:

- (1) – Sophomore – West High School
- (1) – Sophomore – PV High School
- (1) – Sophomore – St. Xavier, Kansas
- (1) – Junior – Mexico (parents relocated for Deere)
- (1) – Junior - Potential transfer (met with family 8/14) from West

The following students transferred out:

- (5) – Sophomores – (2) Central; (2) North; (1) Moving to Florida for semester
- (4) – Juniors – (3) Central; (1) West
- (4) – Seniors – (2) Central; (1) Rock Island; (1) PV

Students transferring out for various reasons: financial/social/academic/relocation/arts

**INTERNATIONAL STUDENTS:**

There is one new international student enrolled for the 2015/2016 school year.

- (1) - Senior from China

Additionally, two international students from China are returning to AHS as Seniors this school year.

**SUMMER EVENTS:**

**FRESH START PICNIC:** Mon. June 29th – 12:45 – 5:00 PM – AHS.

Students enjoyed lunch and an afternoon of icebreakers/games. Feedback to date has been extremely positive. Students did not attend a baseball game this year (rained out at AHS).

**AHS REGISTRATION:** Took place on Mon. 8/3 and Mon. 8/10 from 10-1 PM at AHS. All students were required to attend registration on either date (obtain course schedules, have school ID pictures taken, set-up lunch accounts, receive JMC information, planner, laptop, etc.).

**UPCOMING EVENTS:**

**FRESHMEN/NEW STUDENT ORIENTATION:** Fri. 8/21 – Student only portion from 2-5 PM. Parents return from 5-7:30 PM for introductions to administration, a new student blessing in the auditorium and a picnic in the AHS Large Gym.

**GRADE SCHOOL INTERACTION DATES:** Currently in the process of scheduling all interaction dates with the grade schools for the 2015/2016 school year. Revisiting interactions (3rd grade, 4th grade), as well as interaction dates.

Respectfully submitted, Jenny Grobstich  
Director of Admissions

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6. UNFINISHED BUSINESS –

a. Youth Ministry Search Update: Still in the process of doing interviews, some very good candidates.

7. ADMINISTRATIVE REPORTS (Written reports pre-submitted):

a. Principal of JFK (Chad)

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**Principal's Report to the Board of Education  
September 1, 2015**

Facilitator of Faith Community:

1. With the redecoration of the cafeteria, a much larger crucifix has been secured and is awaiting repair. It is believed that this crucifix may have been the original from when Masses used to be in the cafeteria and gym area before the church was built.
2. The planning for the school Mass celebrated by Bishop Amos is underway. Planning for Catechetical Sunday Mass has also begun.
3. Many teachers are planning on attending a regional catechetical training to be held at St. Paul's this year. Kelly Poster, Julie Bauer, and Elisha Kubalsky will be presenters.
4. Jason Everet, national speaker for youth and parents regarding chastity, has been confirmed for our diocese. He will be at OLV on April 28th for parents and youth, at AHS on the 28th for 9-12, and at AHS on the 29th for grades 7-8.

Leadership of School Culture and Instruction:

1. Professional Development:

- a. We are working on the overview of our PD for the year. Included will be the following:
  - i. 95 Percent Group material usage for K-5 and consortium for Kindergarten and first grade teachers, literacy coaches, and administration
  - ii. ELA materials implementation
  - iii. I-Ready training and implementation
  - iv. ASCD online courses with four options available:
    1. Student motivation
    2. Formative assessment
    3. Reading comprehension
    4. Differentiated instruction
  - v. Title IIA funding was approved for i and iv above

2. Interviews are complete for the additional 3/7 paraeducator position. Generating a pool of candidates was time consuming. Once fully staffed, we can better prepare a schedule that provides the additional math help for grades 3-5 through one to one or small group pull out sessions or extra adult help within the classroom during regular math instruction.

3. The Iowa Department of Education approved the Next Generation Science Standards. Implementation guidelines and timelines will be forthcoming.

Managerial Leadership:

1. Having just finished the summer reports for the Department of Education, it is now time for the fall reports. Various reports are due about every 15 days from September through October 31st. We will also be starting our National Catholic Educational Association and diocesan reporting soon.
2. We conducted the third round of interviews for an evening custodian yesterday. Through the first two rounds of eight interviews, the position was offered three times, and applicants declined. Filling our non-certified staff positions is just as hard, if not even harder, than our certified staff (teachers).
3. Nicole Baier and Beth Ehrecke have been hired for the kitchen staff. We had three applicants, and the position was turned down once.
4. Enrollment as of 8/24/15:
  - a. T/Th PS: 20 (of 20 max)
  - b. MWF am PS: 20 (of 20 max)
  - c. M-F am PS: 20 (of 20 max)
  - d. M-F pm PS: 40 (of 40 max)
  - e. ECLC: 24 (of 24 max)

5. K-8 registration as of 8/24/15

	Contracts Returned
K	54
1	43
2	34
3	54
4	49
5	49
6	56
7	34
8	45
Total	418
2014-15	396 official count
Budget	412

We continued throughout August to turn families, including those with multiple children, away without space in kindergarten.

6. JFK will have an on-site audit/review of the lunch program by a Department of Education representative this year. Typically, these are scheduled every other year, but they did not conduct it last year.

Public Relations Leadership:

1. We have three staff liaisons for Mock Trial, and Michael Motto, parent of students at JFK, has agreed to coach, although his time is somewhat limited. His uncle has also agreed to help but also has limited time.
2. The two adults per car rule for parent drivers on field trips has been rescinded by the diocese. At least one adult in a vehicle, however, must have a background check and be Virtus trained. Moving further than the diocese is willing to at this time, we will no longer allow chaperones/drivers with younger children in tow.

Leadership in Diocesan/Parish Context:

1. I attended the Diocesan Board of Education meeting. Many policies received their first reading. The National Standards for Effective Catholic Schools were approved for the diocese in their first reading. The strategic plan for education was also approved on a first reading with changes. The feedback that expressed concern had to do with funding, a few specific numbers and dates, the ability to actually carry it out, and the fact that various parts of a diocesan plan will sound top-down.
2. I attended the August Finance Council meeting:
  - a. A motion was made to make an \$80,000 payment toward the building debt sometime during this fiscal year. However, this payment will also be considered in light of the best fiscal move to make when the \$225,000 bill for the roof comes due, and a loan is needed.

- b. Finance Council recommended that OLV work with the Cunneen company to conduct an envelope giving campaign.
3. I attended the August parish council meeting. Unofficial, but unanimous, approval was given to the Cunneen campaign, and a formal vote will be taken after the stewardship committee has a chance to meet and discuss the Cunneen campaign.
4. Julie Delaney from St. Paul's and I will be presenting at the Diocese of Sioux City's Ministries Conference in September. I will be sharing our story regarding ELA time, our ELA audit, and our focus on student engagement and total participation techniques.

Additional Documents/Files to be Sent:

None

Items for Board Action

Approval of APR Goals – Board Approved

Items Needing Specific Board Discussion, But Not Necessarily Board Action

None

Closed Session Needed?

No

Respectfully submitted by Chad C. Steimle

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**Faith Formation September 2015 Report  
Submitted by Jennifer Wemhoff, DRE**

1. Providing faith formation, religious education and sacramental preparation for K-8 students and their parents. Preparing Generations of Faith events and communications for Family Faith Formation suitable for K-8.
    - a. We will be purchasing Catholic Youth Bibles for the Jr. High students to use with money gifted to us from Legion of Mary and other donors.
  2. Directing and supervising K-8 sacramental preparation: Reconciliation, Eucharist and Confirmation in collaboration with Coordinator.
    - a. 8th graders will be participating in a retreat out at St. Ann's parish in Long Grove on Sunday October 11th from 1-7 PM with John Donahue Grossman as the presenter.
  3. Recruiting, enabling, and supervising catechists and other volunteer personnel for Faith Formation. K-8
    - a. All catechist positions have been filled. Classes begin Wednesday Sept 2.
  4. Acting as resource person for JFK catechists.
    - a. Two JFK teachers, Kelly Poster, Julie Bauer and Elisha Kubalsky, are presenting at the September 30th in-service about professional teachers as catechists.
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**Pastoral Associate for Faith Formation: Trish Gallagher August 2015 Report**

**Adult Faith Formation:**

Programing: Fr. Barron's Jesus Priest, Prophet, King learning series (DVD)  
Catholic 101: Outreach for questions and those who wish to return to practice  
Family Gatherings 3 scheduled  
Five Year Goals

**Family Life and Generations of Faith Support:**

Supporting on-going family programs, such as sacramental preparation September sessions for 2nd/8th grades.

Supporting programming that develops spiritually within the family.

**Catechetical Ministry –**

- On search committee for new Youth Minister. Helped develop interview questions for new YM
- Updating NCYC info. Gathering missing forms and information form parents for the trip as well as working on dinner reservations, trade items and room assignments.
- Held orientation meeting for our new 7th Grade Catechist

**Confirmation Coordinator –**

- Looking into 7th Grade retreat options as NET Team will not be in our area until Spring 2016.
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## 7. COMMITTEE REPORTS AND COMMUNICATIONS

- a. Generations of Faith Committee – No News
- b. Finance Committee – No Meeting
- c. Nominating Committee – No Meeting
- d. Policy Committee – No Meeting
- e. Strategic Planning Committee – No Meeting
- f. School Improvement Advisory Committee – No News
- g. Market/Public Relations Committee – No Meeting
- h. Grant Writing Committee – No Meeting
- i. Parish Council –

Chad Steimle attended the August parish council meeting. Unofficial, but unanimous, approval was given to the Cunneen campaign, and a formal vote will be taken after the stewardship committee has a chance to meet and discuss the Cunneen campaign. Also discussed: Gala Funds and Fall Festival

- j. Finance Council –

Chad Steimle attended the August Finance Council meeting:

- A motion was made to make an \$80,000 payment toward the building debt sometime during this fiscal year. However, this payment will also be considered in light of the best fiscal move to make when the \$225,000 bill for the roof comes due, and a loan is needed.
- Finance Council recommended that OLV work with the Cunneen company to conduct an envelope giving campaign.

- k. Building & Grounds – Roof, Lighting, and Stain Glass

- l. Athletic Club – JFK Band Boosters – Mulch

- m. Assumption High School – No Report

- n. Scott County Catholic School Advisory Board – Meets in September Pat Archer will attend.

- o. Ad Hoc Committee – BOE added new committee to discuss low attendance of JFK students to AHS.

Committee will meet in September. Committee Members are Chad Steimle, Lisa Schuster, Heather Egger, Mike Lizak, Jen Flynn, and Dave Henning.

8. NEW BUSINESS: None

9. PASTOR'S NOTES: None

10. CLOSING PRAYER

Next Regular Meeting: October 6, 2015

BOE's Rep to Parish Council in September 2015: Lisa Schuster