

**OUR LADY OF VICTORY BOARD OF EDUCATION MEETING
6:30 P.M. Tuesday, June 5, 2018 @ Gathering Space Meeting Room
Approved Minutes**

AGENDA OF REGULAR MEETING

1. CALL TO ORDER
 - a. OPENING PRAYER
 - b. ROLL CALL: Fr Jake, Chad Steimle, Evan Brankin, Jen Wemhoff, Pat Archer, Julaine Edwards, Korby Jackson, Tom Poston, Peter Schuster
Parish Council Rep: Ralph Armstrong
 - c. Visitors: Matt Brenot, Chris Fox
 - d. ACCEPTANCE OF AGENDA: Accepted
2. READING AND APPROVAL OF MINUTES OF May 1, 2018: Approved
3. ADMINISTRATIVE REPORTS (Written reports pre-submitted)
 - a. **Principal of JFK (Chad)**

Facilitator of Faith Community:

1. Plans are moving ahead for the big 7th grade field trip to be to Holy Fire in Chicago in the fall. Holy Fire is like a one-day NCYC for middle school students.

Ethical Leadership:

1. One student qualified for a reading and math IEP. Below is our current IEP numbers for those who have accepted services for next year:
 - a. 3rd grade = reading
 - b. 4th grade = reading and math
 - c. 7th grade = reading
 - d. 7th grade = math
 - e. 8th grade = math

One of the above students is moving and will not be attending JFK. One of the above students has behavioral issues when off of our campus, and one was “stabbed” with a pencil by a DCSD student who received disciplinary consequences from the district.

2. Due to persistent requests by parents and students, we used a voting method in the fall to make the final determination for the end of the year 8th grade field trip. Six Flags was selected. We had the highest absence rate this spring that we have ever had for the 8th grade field trip. (Four did not attend.) Unfortunately, we did not know that any students would not be attending until after we had done the fund-raising and sent the permission slips home with the letter indicating the final per pupil cost. With several students not attending, we lost money on the field trip.
3. Four 8th graders did not meet “graduation” requirements. In 17 years, we have never had one not meet the requirements. For the three students who only missed the requirements by a little bit, we will offer them the opportunity to complete work over the summer. Their certificate of attendance would then be replaced with a certificate of graduation. The 4th student had failed too much for a similar offer to be made.

Discussion: There were multiple efforts throughout the year to avoid the above situation.

Leadership of School Culture and Instruction:

1. Professional Development:
 - a. The PDT finished the Self-Assessment of MTSS Implementation. This year is the second of two pilot years for us. The process is scheduled to go statewide next year. See PPT for our results and general plan.
 - b. May and June’s non-PLC PD time will be used for the following:
 - i. Peer observation discussions
 - ii. Individual Career Development Plans

1. Reports on goals all staff members set at the beginning of the year in relation to the rubric associated with our What Does It Mean to Work at JFK document were due.
- iii. WIN K-2 PD
- iv. Discussions about class lists
- v. JFK Service Day (related to strategic plan) for fall 2018
 1. Focus on a Prayer Wall in the cafeteria
 2. Care packages (bags) for Community Helpers
- vi. Field Day
- vii. Music/Drama programming
- viii. Social Studies
 1. Was each new standard covered?
 2. What materials were used when covering it?
 3. How was it assessed?
- ix. School Climate follow up: See separate document
 1. Discussion: Matt Brenot mentioned some examples of the campus review plan such as the school's review of the pipes being beyond their life expectancy and parish will be completing a review of the electric system.
- x. Civic Oration
- xi. SAMI action plan: See separate document
 1. Discussion: We have some freedom with the SAMI review process. Future state accreditation would likely require it
- xii. Report card changes:
 1. In an information age and knowing what is possible with JMC, if we were to make changes to our report cards, what would they be?
 2. If we were to make changes, what would the timeframe be?
 - a. By fall 2018
 - b. By fall 2019
 3. Should we make changes?
- xiii. PLC reviews
2. Approximately 6-8 teachers plus Kitty Temming and I will be taking the summer course: "Handling Today's Classroom." It will cover how to bring out the positives and diminish the negatives with students whose lives are impacted by socioeconomic shifts and cultural changes such as increased divorce, televised violence, and high-tech devices.
3. The Iowa Department of Education has been informed that JFK would like to use FastBridge's products for K-6 literacy, math, and SEB screening (and progress monitoring where applicable). Discounted rates are available. We have a contract with FastBridge to add 7th and 8th grades as these grades are not included in the DE's discounted rates.
4. Interventionists, Kitty Temming, and I met to discuss serving our own IEPs and other elements related to the SAMI. From a long-term perspective the following would be our vision, in prioritized order:
 - a. Vision:
 - i. K-6 Literacy interventionist support maintained
 - ii. K-2 WIN time continues and is expanded to other grades
 - iii. Additional support for advanced learners provided, ideally with staff
 - a. WIN time provides some for K-2 four times per week
 - iv. All IEPs served at JFK
 - v. Math interventionist support added
 - a. Finding math endorsed teachers is challenging
 - vi. Literacy interventionist support expanded to 7th and 8th grades from current PS-6th grade
 - b. Looking at what might be feasible with our current licensed staff and the anticipated reduction in instructional aides for 2018-19 and the possible reduction of certified staff members in future years, we discussed as many as fourteen different options, with many of them being some combinations of the above six elements of the vision. Six general models were detailed. After review of the six models and more thoroughly discussing just how much time per week would be needed by advanced learners if served by interventionists, a 7th model (model A) has been developed and is recommended.

- i. Assumptions of the models:
 - a. School day is 7.25 hours MWThF and 6.25 hours on Wednesday
 - b. Current spec ed endorsed teacher has about 700 minutes available per week (Approx 0.33 FTE)
 - a. 35.25 total hrs per week in school day
 - b. -1.25 morning homeroom
 - c. -1.0 Mass
 - d. -3.33 Prep of 40 min per day
 - e. -3.33 Lunch and lunch duties of 40 min per day
 - f. -6.66 10 sections of 40 min social studies classes per week
 - g. -7.99 12 sections of 40 min foreign language classes per week next year
 - c. One IEP serviced one-to-one for 30 minutes per day for five days per week = 150 minutes
 - d. 370 K-8 enrollment
 - e. 20% of the student body receives some level of support from 3.0 reading interventionists
 - a. 20% of K-6 receives some level of support from interventionists = 57 students
 - i. Approximately 19 per FTE
 - b. 20% of 7-8 receives some level of support from interventionists = 18 students
 - i. Approximately 6 per FTE
 - c. 20% of K-8 receiving some level of support from interventionists = 75 students
 - i. Approximately 25 per FTE
 - f. Intervention for the advanced learner group would be 30 minutes twice per week for approximately 7% - 11% of the students
- ii. The models can be compared using the following table. Details for each model are below the table. Model A is recommended for the board's general approval.

Priorities	Model A	Model B	Model C	Model D	Model E	Model F	Model G
K-6 Literacy support	19.3 per FTE K-6	24.6 per FTE K-8	24.6 per FTE K-8	22.5 per FTE K-8	25.0 per FTE K-8	22.8 per FTE K-6	22.8 per FTE K-6
Adaptable for staff reduction of 0.25 FTE	21.0 per FTE K-6	26.8 per FTE K-8	26.8 per FTE K-8	24.4 per FTE K-8	27.3 per FTE K-8	25.3 per FTE K-6	25.3 per FTE K-6
K-2 WIN	Yes	Yes	Yes	Yes	Yes	Yes	Yes
K-2 WIN can expand to other grades as sched allows	Yes	No	No	No	No	No	No
Added support for Adv Learners in classroom	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Added support for Adv Learners w/staff	.11 FTE in 3 rd – 6 th	No	No	No	.35 in 3-8 (overstaffed by .18)	.85 in K-8 (overstaffed by .59)	.55 in K-8 (overstaffed by .29)
Limited # of IEPs served at JFK	4 in K-8	4 in K-8	4 in 6-8	No	No	No	4 K-8

Software math support	Yes	Yes	Yes	Yes	Yes	Yes	Yes
7/8 Literacy support	No	Yes	Yes	Yes	Yes	No	No
Green background = Best		No Background = No or minor diffs		Red background = Reason rejected			

Recommendation: Model A
Best model for supporting the youngest struggling readers.
Most flexibility for expansion of services, increased numbers of students needing services (the models underestimate the current number of students being served by about 10% in K-6), and/or reduction in force.
Adds staff support for advanced learners and K-8 IEP servicing pilot, both of which are higher priorities than adding 7/8 literacy support.
Utilizes current K-2 WIN time four days per week as support for advanced learner.

4. Summer programming was determined, and marketing materials distributed. Registration is slow:
 - a. Three sessions of Leaps & Bounds with one being a three week session this year
 - i. The three week session was closed with no registrants
 - ii. I believe the other two sessions have 5-8 students each.
 - b. Vacation Bible School
 - c. Jumpstart Kindergarten
 - d. Math Boot Camp for grades 6-8
 - e. Individual tutoring or band lessons
5. We have identified the K-5 science materials and Spanish I materials for purchase.
6. Lori Walljasper and I had an initial discussion about a Ukulele Club being started at JFK. Ethan Connors is also supportive of such a club.
7. Recess or social time for 6th-8th graders. This issue has come up during open forum several times during the last two years. It seems that the board would like to address this issue, even though scheduling would not normally be a board issue:
 - a. History:
 - i. Math scores at JFK have always been the lowest among reading, math, and science
 - ii. The National Council of Teachers of Mathematics recommends 60 minutes of math instruction each day K-12. This recommendation can be met in our relatively self-contained K-5 classrooms fairly easily, with Wednesdays being the exception with early dismissal and Mass. It cannot be done when students in 6th-8th grades “travel” to specialized/endorsed teachers, and periods are 35 – 45 minutes long.
 - iii. We created a schedule that has two one hour long blocks at the beginning of the day for 6th-8th graders and three 40 minute blocks for K-5. After 120 minutes, the building is back on the same schedule.
 - iv. Both sections of 8th grade and both sections of 6th grade have math in the hour long blocks. Eighth grade must have math in the morning because of Algebra at AHS. Because 7th and 8th grade math are taught by the same person, who has to hold a math endorsement, 7th grade math cannot be in the morning hour long blocks. Two hour long blocks for 7th graders were created around the lunch hour, utilizing what used to be the recess time.
 - v. Because it seemed odd that 8th graders would have been able to have lunch recess but not 7th graders, 8th grade also had hour long blocks around the lunch hour. These are used for specials, which actually solved some other issues we were having with challenges in music/drama time for 8th graders.
 - vi. The board did not disapprove of this scheduling change. I cannot remember if a formal vote was taken to approve it, but I do remember that, after discussion, there was no consensus to not do it.

- vii. After the first year with the hour long blocks, we re-examined our times. Sixth graders were receiving significantly less ELA time than 7th and 8th graders (and 5th graders too) because the same teacher who does 6th grade ELA does 6th grade math. Whereas each 7th and 8th grade homeroom was receiving at least one hour long block of ELA in the morning because 7th and 8th ELA and math teachers are different, neither 6th grade homeroom was because the 6th grade ELA/math teacher was teaching math in both hour long blocks. Two hour long blocks were created over the lunch hour for 6th grade as well and used for ELA. The board was informed of the scheduling change to match 7th/8th grades.
 - viii. Due to some quirks in the schedule and transition times around the lunches, the hour long blocks around lunch are actually about 70 minutes and 65 minutes.
- b. Current schedule examination:
- i. It would be very difficult to maintain hour long blocks for 6th-8th math and fairly comparable 6th -8th ELA time and have lunch recess for all 6th-8th graders. The addition of WIN time has only increased the challenges. The impact would be across all grade levels.
 - ii. We could create a 15 minute 6th-8th grade late morning recess on MTThF, if our school day is 7.25 hours long on MTThF and 6.25 hours on Wednesdays. On Wednesdays, 6th-8th graders already have a lunch recess.
 - a. From where does the time come?
 - a. Morning homeroom would be reduced from 15 minutes to 10
 - b. One or more transition times around lunch would be eliminated
 - c. The 70 and/or 65 minute “hour long” classes at lunch would likely be reduced
 - d. Another “regular” length class of 45 minutes may be reduced to 40 minutes
 - b. Upper grade and specials schedules basically all stop for this 15 minute break
 - c. Because there are no specials happening, two homerooms could be brought into the gym on inclement weather days but without playing in the gym occurring.

Pros	Cons
Face to face social time, which could also be across homerooms and grade levels, at least when the weather is good enough to be outside	Likely increase in disciplinary issues (physical altercations, “bullying,” exclusion, etc.), including those leading to more significant consequences. There is also a loss of class time for 6 th -8 th grade teachers when they have to deal with issues that have arisen during recess once the students are back inside. School counselor and admin time dealing with these issues would also likely increase.
Opportunity for physical activity	Shorter homeroom time in the morning. If the teacher needs to conduct business with her homeroom, later class time may be taken instead.
Adds a 15 minute break for 6 th -8 th grade and specials teachers twice per week, the same as for K-5.	A 15 minute recess is never 15 minutes b/c transition time needed. Transition time either comes from the classes before and after the recess, or it comes from shortening the recess itself (or a combination of both). By having the recess right before a lunch time “hour long” block, we can actually take advantage of the 70 or 65 minutes by pulling transition time from it. The before recess transition time would still be an issue, however, and either shorten the class or shorten the actual recess.

Would help fulfill students' physical activity requirement (120 minutes per week), which we have difficulty meeting at school for 6 th graders, in particular	Less transition time around the lunches. It could mean a shorter actual lunch time available for eating.
	Doesn't solve the inability of students in different homerooms to interact when recesses are indoors (Dec – Feb). Use of the gym could help but wouldn't resolve this issue.
	Creates morning recess duties for 6 th -8 th grade and specials teachers. However, it's not a new time with students as they would otherwise have students in class with them.

c. Teachers' feedback:

- i. There was not a single teacher, including 6th-8th grade teachers, who did not see a social time/recess as a positive change that would help fulfill what seems like a "need" or at least a strong "want"
- ii. K-5 teachers view it as the same as what they already do on a regular basis. It's not that big of a deal, in their view, and does not actually affect them.
- iii. Sixth – 8th grade teachers, although favoring it in concept, view it as a huge change as there has *never* been a morning recess for 6th-8th grade students. They have implementation worries.

Managerial Leadership:

1. Registration update:

	Returned contracts	Probable	Possible	Conservative Determined	Graduating class
K	24	28	36	29	50
1 st	34	38	39	38	
2 nd	37	37	39	37.5	
3 rd	39	42	44	42	
4 th	36	39	40	39.5	
5 th	28	31	32	31	
6 th	39	46	49	46	
7 th	44	47	48	47	
8 th	41	42	44	42	
Total	322	350	371	352	392
Projections		360.5		352	

Discussion: Draft Budget is using 356.

K-7th known to be leaving JFK

	Families	Children
Moving to Bett, PV, NS and going to public school	6	8
Moving out of geographic area	4	5
Going to other Catholic school	3	3
Financial	2	2
Going to public for middle school/high school	2	2
Total	17	20

PS and ECLC

	For 2018-19	June 2017
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4/5 yr old PS	57	60
3 yr old total of the two classes (ECLC students in both)	22	22
3 yr old PS unique	16	17
ECLC	21	18

Future Enrollment?

- a. Two of the DCSD’s Vision 2020 school closing options call for converting their elementary buildings to add PS. Will there be an impact on our PS enrollment when “neighborhood” public schools offer PS too?
 - i. Current public school sites that may impact JFK’s PS:
 1. Children’s Village West (Putnam)
 2. Truman
 3. Fillmore
 - b. Our 6th-8th grade classes are the largest in the building. Without comparable kindergarten classes, enrollment will decline.
 - c. Mike Maloney, DCSD Director of Operations, has done an extensive analysis of data from the US Census Bureau, Scott County property records, DCSD information, Iowa Department of Education projections, and City of Davenport Planning and Building Division records.
 - i. The lowest enrollment loss model is about -10 students per year
 1. New housing yields about +30 students per year
 2. Migration out of Davenport is a little over about -39.2 students per year
 - ii. The eleven year trend 2004-05 through 2014-15 for DCSD is -76 per year
 - iii. The IA DOE projects the next five years for the DCSD to be -120 per year (total of -600)
 - iv. If we were to use the DCSD estimate that 14% of all school-aged children within the district are in private schools, comparable losses for private schools would be the following:
 1. -1 per year projected
 2. -11 per year
 - a. JFK’s actual trend from 2004-05 to 2014-15 was +13.6
 - b. Our latest trend from 2007-08 to 2017-18 was +8.8
 - c. Our five year trend from 2012-13 to 2017-18 was +1.4
 3. -17 per year projected for the next five years
 - v. The loss of enrollment in DCSD is “primarily because of the changing family demographics and net out migration.”
2. Budget work continues to reflect the latest information available, including the potential for a 7:25 – 2:40 bell time schedule. The budget draft is at a deficit of about \$20,000-\$50,000. It will be balanced by changes to enrollment projections in all programs, the extent of our cuts to instructional aides, and the use of one-time funding. Feedback from the board regarding bell times is critical.
 3. From the AD checking account (revenue from gate and concessions), bonuses are awarded to the AD and assistant AD, pending the availability of funds and action by the board. The account has funds available to meet the 2017-18 budgeted bonuses of \$800 for the AD and \$200 for the assistant AD.
 4. Funds are available to fulfill the remaining half of budgeted supplemental pay for certified staff members according to their step on the 2017-18 salary scale. The awarding of these amounts requires board action:
 - a. Steps 1-3 \$1,050
 - b. Steps 4-11 \$1,200
 - c. Steps 12-16 \$1,450
 - d. Steps 17+ \$1,600
 5. Dave Matke and I projected the fiscal year end revenue and expenses for JFK:

Revenue		
	YTD thru April	\$1,941,000
	Est May/June Income	\$200,000

	FTP Final	\$40,000
	Using the full transfer from parish	\$196,000
	Gala (must be recorded as income)	\$25,800
	Total	\$2,402,800
Expenses		
	YTD thru April	\$1,941,000
	Est May/June (incl sup pay and SWVPP exp)	\$425,000
	Health exp	\$500
	PR	\$900
	Office Supplies	\$600
	Furnishings	\$1,400
	Non-Consumable Instructional supplies	\$2,500
	Tech	\$11,100
	Total	\$2,383,000
	Amt of Gala to be “rolled over,” i.e., 2018-19 deficit budget with amount sitting in liability account	\$19,800

6. Our RDA grant application for several small door and window security issues was not funded. Our SCRA grant application for \$21,700 for external and internal cameras was fully funded. The project cost is about \$24,000, not including any electrical upgrades that may be necessary.
7. Scott Sweeney and Jeff Edens returned from Muscatine schools with a large U-Haul full of thousands of dollars of high quality used student chairs, desks, and bookshelves. They will return for another pickup truck sized load in a few weeks.

Public Relations Leadership:

1. Ethan Connors has found smaller chairs that will work for band and music classes. A substantial discount is being offered so the chairs may be purchased this summer rather than having to wait until next summer.
2. The net for the Gala as of May 17th was about \$34,066. Thirty thousand was budgeted for operating costs in 2017-18. Anything over \$30,000 will be held in an account for an HVAC project.

Leadership in Diocesan/Parish Context:

1. Bell and bus times:
 - a. The Principal’s Posts have been used to keep people informed of the progress.
 - b. The latest proposal has all of the faith-based schools starting 20 minutes earlier. JFK’s times would be from 7:25 – 2:40, with bus drop-off between 7:04 and 7:06. The latest proposal is favored by SPS and ASCS. Trinity Lutheran is not particularly pleased as they have been told that they still might have their earliest drop off at about 7:00 a.m., even though their start time would be 7:35. AHS has determined that they have so few *actual* riders that they will determine their own schedule and deal with transportation issues themselves, if need be.
 - c. Andy Craig and I have met with representatives from the DCSD and Durham several times. I have attended several meetings of the DCSD board.
 - d. Based upon the best information available to us two counter-proposal models were examined:
 - i. DCSD contracts with AHS for transportation and then AHS contracts with Durham
 - ii. DCSD stops transporting private school students and parents receive a reimbursement rate from the state

Administrators of the faith-based schools met to discuss the options available to us, including the two models. See attached. There was no consensus to proceed with presenting the models to the DCSD at this time. ASCS feels that they need bus transportation but that their parents cannot afford to pay any more. St. Paul’s wants to be at Tier I times. Trinity Lutheran may ask to be eliminated from bus transportation, if the times are not favorable to them. Assumption will make

its own schedule and deal with transportation of its own students, if need be, but wants to be a team player and do what's best for all the schools. I predict that the DCSD will eventually eliminate bus transportation for private schools. Comments from JFK parents are running about 50/50 for the new times. However, there is no firm comparison being made; people are just commenting about the early time and not comparing, for example, the early time to our current times but without busing.

- e. At our last meeting with the DCSD, we expressed a view that the latest proposal would be even more palatable if JFK could have even a 10 minute later start time, which might be accomplished because JFK and AHS are scheduled to have the exact same bell time. We proposed that JFK bell times be 7:35 – 2:50. The DCSD thought it was more likely than not that this change would be possible.
- f. Bell times are on the DCSD's committee of the whole meeting agenda on June 4th at 5:30. No action can be taken at this meeting. The bell issue is supposed to be on the June 11th board meeting agenda.
- g. My recommendation is that we go along with the latest DCSD proposal. I believe the other elementary schools will go along with the DCSD proposal, and I do not believe that JFK is in a position to go it alone without bus transportation.
- h. Below are the likely options that will be available to us. Feedback from the board is needed so that a budget can be finalized.

Option	Description	Starting Bell Time	Ending Bell Time	Length of school day	DCSD Buses?	Comments	Admin Recommendation
A	DCSD makes no changes	7:45	3:00	7 hrs, 15 min	AM & PM Buses		Yes
B	Do exactly as DCSD proposes	7:25	2:40	7 hrs, 15 min	AM & PM Buses	No b/4 school care Longer aftercare	Yes
C	Do exactly as DCSD proposes, if it makes the change we asked for	7:35	2:50	7 hrs, 15 min	AM & PM Buses	B/4 school care depending upon bus drop off time 10 minutes of free aftercare	Yes
D	JFK makes no changes	7:45	3:00	7 hrs, 15 min	No Buses	B/4 school care Aftercare Both may also need something for 13/14 yr olds	Not unless the other schools also drop transportation
Other options if we change the length of our school day							
E	Stay with our start time. Change end time	7:45	2:40	6 hrs, 55 min	No AM Buses. PM Buses	20 minutes less to the day	Not at the sacrifice of instructional time

F	DCSD does the 7:35 start but doesn't change end time from proposal	7:35	2:40	7 hrs, 5 min	AM & PM buses	10 minutes less to the day	Yes, but 6 th -8 th recess comes off the table as lost time is likely made up by shortening morning hrmr and lunch transition time
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2. Feedback is desired from the board regarding the campus safety review:
 - a. Three listening sessions were conducted with invitations to all parishioners, JFK parents, and OLV/JFK staff members.
 - b. Additional information was gathered, the campus safety review document was updated, and four options were developed. **Rough** cost estimates are also provided for each option. See the separate document, Campus Safety Review – School, Winter 2018, working, June 3, pages 2 – 19.
 - c. Recommendations:
 - i. Staff: Option A. When presented with these four options, the OLV/JFK staff members who were present overwhelmingly favored option A. Although favoring option A among the four presented, one staff member strongly wondered if the danger was really so great that changes needed to be made at all.
 - ii. JFK Administration: Option A
 - iii. Board of Education: ???
3. I have had conversations with Matt Brenot, who is leading the campus facilities review project. Matt shared some preliminary information with the parish council in May.

b. Faith Formation-Religious Education Director (Jennifer)

- 1) Providing faith formation, religious education and sacramental preparation for K-8 students (including RCIA for children) and their parents. Preparing Generations of Faith events and communications for Family Faith Formation suitable for K-8.
 - a) The calendar of events for Faith Formation has been set with sacramental meetings, masses, and family events.
 - b) Vacation Bible School materials have been purchased. This year's theme is *Shipwrecked* and is open to students entering kindergarten through 6th grade for the 2018-2019 school year, cost to attend is \$25 per child. Those 7th grade and older are welcome to volunteer as helpers for VBS. VBS will be held July 23-27 from 8:00-11:30AM. There are 30 signed up so far.
- 2) Directing and supervising K-8 sacramental preparation: Reconciliation, Eucharist, and Confirmation in collaboration with Coordinator.
 - a) Dates have been set for sacramental meetings for the 2018-2019 school year.
 - b) First Reconciliation and First Communion dates have also been set. Our selection of dates for Confirmation have also been sent to the Bishop.
- 3) Recruiting, enabling, and supervising catechists and other volunteer personnel for Faith Formation. K- 8.
 - a) I am actively recruiting catechists for the following grades: Kindergarten, 3rd, 4th, 6th and someone to work with RCIA for children.
 - i) I have been advertising in the bulletin for catechists and have also been asking people individually.
 - (1) I will be making a plea after all the masses the weekend of June 9-10.
- 4) Assessing needs, and planning and evaluating programs implementing Diocesan curricula for K-8. Includes Human Relations Programming (Circle of Grace 2013).

- a) There will be training in June for the new Human Relations Programming that will take the place of Circle of Grace. I plan on attending this VIRTUS training in person.

c. Youth Ministry (Evan)

The Diocese continues its re-visioning process as it sorts through and analyzes the results of the surveys it has received. Other Diocesan offerings include:

June 25th – 27th – All day, Catholics in Action (CIA) at St. Mary, Solon. Middle school focused youth mission trip hosted by the diocese.

July 26th – 29th – All day, CIA Family Style at St. Mary, Solon. Family friendly youth mission trip hosted by the diocese.

Saturday, August 11th – 9AM-3PM – Ministry Leader Formation at St. Bernadette, West Branch

Monday, August 13th-Tuesday, August 14th – 9AM (Monday) – 5PM (Tuesday) – Ministry Leader Formation/Retreat at Camp Io-Dis-E-Ca, Solon

Tuesday, August 14th – 5PM-8PM – Mass with Bishop Zinkula and Dinner for Ministry Leaders, Camp Io-Dis-E-Ca, Solon

Generations of Faith and members of parish staff met to continue working on initial planning for Growing Young. We have reviewed 6 out of 6 metrics, discussed the final section of Growing Young, and have developed documents outlining our suggestions. Next step is formulating focus group questions and conducting research.

We tested a second draft of this material at Theology on Tap in Davenport during April, and are now working on a third version using the feedback we received.

All NCYC refunds were sent out to families at the end of last week so ensure we'd be able to correctly transition YM accounting at the end of this fiscal year.

We are registered to bring a small group of teens and chaperones on a trip to one of Franciscan University's regional summer conferences in Kenosha, WI, at Carthage on Lake Michigan, from July 20-22. Cost per person with on-site housing would be approximately \$250. We now have six teens planning on attending, and two chaperones and will have some preparation meetings in July leading up to the trip.

For this summer's Parish Mission event we are partnering with Rebuilding Together. Our house has been selected, final assessments of projects are underway, and our set dates are July 12-15. **Approximately, 16 teens and 40 adults are signed up so far.**

We offered a study center during AHS finals week – we had a positive response in terms of parents who loved the idea, but not much in the way of attending teens. Plans to offer the option again during public school finals were scrapped because of the low attendance and interest. We are still looking at potentially offering a "Youth Center" approach to ministry with the youth room and resources within.

I'm recruiting adults to serve as small group leaders at the beginning of the next school year, so we can get at least a couple groups going this year. Right now I have a couple signed up for certain, and several more considering.

4. PASTOR'S NOTES (Fr. Jake G.)

- a. Staff reviews are planned.

5. COMMITTEE REPORTS AND COMMUNICATIONS

- a. Generations of Faith Committee (Pat, Julaine, John)

- i. See Evan's report

- b. Finance Committee (Chad, Joe, Pat, Lisa, Luke)

- c. Nominating Committee (All board members)

- i. There is one opening.

- d. Policy Committee (Chad, Luke, Tom)

- i. The policy committee has completed its work of reviewing policies. See attached document. Yellow highlighted ones are not done as they deal with times or safety issues that may be impacted by other decisions. Blue highlighted policies are ones that I want to draw the board's attention to in particular. A reason for the attention is usually made in a comment by the policy.

- ii. Vote on policy changes at next meeting.

- e. Strategic Planning Committee (Chad, Korby, Sara)

- f. School Improvement Advisory Committee (Chad, Lisa, John)

- g. Market/Public Relations Committee (Chad, Sara, Julaine, Tom)

- h. Grant Writing Committee (Chad, Peter)

- i. Parish Council (rotating per schedule) 4th Tuesday of each month 7:00 pm

August – Tom

February – Pat

September – Julaine

March – Julaine

October – Pat

April – Korby

November – Lisa

May – John

January – Luke

June 26 – Pat

+ Parish Picnic meeting was June 3. Looking for a DJ for the event. Wellness Committee awarded two scholarships to high school graduates.

+ June 23 is farewell reception for Fr. Dan

- j. Finance Council Rep. (Peter)

- i. Insurance is being bid by Diocese. It is split into five areas.

- ii. Foundation is providing about \$15,000 towards future school HVAC project.

- k. Athletic Club – JFK Band Boosters – Home & School Rep.

- i. Staff Luncheon was June 4.

- ii. Budgets were submitted.

- iii. Major purchase of volleyball stands were budgeted.

- l. Assumption High School Rep. (Matt Henning)

- i. Expected freshman class is 121. Graduating class was 100.

- m. Scott County Catholic School Advisory Board Rep. 2nd Monday every other month (September, November, January, March, May) @ St. Vincent (Chad. Pat)

- i. Special meeting was rescheduled to June 11.

- n. Ad Hoc Committees:

- i. Campus Safety

- ii. HVAC Funding Committee-Suspended for now

6. UNFINISHED BUSINESS:

a. Items for Board Action:

- i. General model of interventionist utilization, including the addition of a pilot to serve IEPs at JFK and time for Advanced Learner pull outs (Discussion had begun in November)
 - 1. Motion made and seconded to approve recommended Model A. Motion approved.
- ii. Supplemental pay for licensed staff members (Final actions related to 2017-18 budget)
 - 1. Motion made and seconded to approve supplemental pay. Motion approved.
- iii. AD and assistant AD bonuses
 - 1. Motion made and seconded to approve bonuses. Motion approved.
- iv. Campus safety review: Four options for use of the campus (Feedback is needed so work can begin this summer)
 - 1. Move to unfinished business.
- v. Bell times feedback
 - 1. Motion made and seconded to follow Davenport schools for bell times.

b. On hold:

- i. Policies
- ii. Future of May Crowning

c. Thank you to outgoing members: Sara Langrehr and Korby Jackson

7. NEW BUSINESS:

a. Items for Board Action:

- i. Welcome of new board members: Chris Fox
- ii. Officer elections
 - 1. Motion made and seconded to postpone elections to next June meeting.
- iii. Scheduling special June meeting
 - 1. June 14 at 6:30pm

b. Item for Board Discussion:

- i. Inclusion of a 6th-8th grade recess/social time break into the master schedule, if possible
 - 1. Postpone to June 14 meeting
- ii. Policies
 - 1. Postpone to June 14 meeting
- iii. Future of May Crowning
 - 1. Postpone to future meeting

8. COMMENTS FROM AUDIENCE and OPEN FORUM

9. CLOSING PRAYER

Next Meeting: Special June 14, 2018 meeting for budget and other items
BOE's June Rep to Parish Council: Pat