

**OUR LADY OF VICTORY BOARD OF EDUCATION MEETING**  
**6:30 P.M. Tuesday, May 3, 2022, Hybrid**  
**Link to Zoom Meeting: <https://kennedy-dav.zoom.us/j/81385127394>**

**AGENDA OF REGULAR MEETING**

1. CALL TO ORDER
  - a. [OPENING PRAYER](#)
  - b. ROLL CALL
    - c. Tom Poston, Fr Jake, Fr. Andrew, Chad Steimle, Jennifer Wemhoff, Kaye Meyers, Evan Brankin, Julaine Edwards, Lucas Roth, Lisa Snider, Ann Craig, Chad Hagerman, Courtney Mau, Molly McCarty
    - d. Guest: Andy Craig
    - e. Parish Council:
  - f. ACCEPTANCE OF AGENDA
2. READING AND APPROVAL OF MINUTES OF past meeting
3. SCCS Implementation Overview ANDY CRAIG, president of AHS and SCCS
4. ADMINISTRATIVE REPORTS (Written reports pre-submitted)

**a. Principal of JFK (Chad)**

Facilitator of Faith Community:

1. The collective Mass for students in Scott County Catholic schools in grades 2-12 was April 27<sup>th</sup> at AHS. It is a rather monumental task to coordinate all the changes in schedules, lunches, transportation, Mass parts, etc. among the five schools. It is, however, a great experience.

Ethical Leadership:

1. We are looking at a third year of free outside counseling/therapy sessions available to students/families. EANS II funds will be the source for payment.

Leadership of School Culture and Instruction:

1. Sixth-8<sup>th</sup> grade ELA materials are scheduled to be purchased for next year. We will also be purchasing additional novel sets for 6<sup>th</sup>-8<sup>th</sup> grades and 4<sup>th</sup> graders and additional materials for K-1.
2. Students in grades 3-8 took the Iowa Statewide Assessment of Student Progress (ISASP) last week. Next week we will start FAST screening for students in grades 2-8. IGDI's, PELI, and GOLD assessments for preschoolers will finish up in mid-late May.
3. Our band position has been filled by Allene (Jessica) Freemyer. She has several years of experience in music programs in private and Catholic schools. Her children are at Lourdes this year but will transfer to JFK in the fall.
4. Our middle school science position is currently still open. It has been posted for over a month in the official positing location for Iowa educational positions, and we have also posted it through other job search platforms. I emailed personal messages to 76 people with the endorsements needed. The handful of respondents indicated that they had accepted other positions or were not interested. The few inquiries related to posting the position on other job search platforms are from people who do not even qualify for emergency, conditional, or other temporary Iowa licensure. To date, we have conducted one interview for the position.

5. Jasmine Bowman, who student taught with us in 2<sup>nd</sup> grade this year, has been hired for a K-5 position that opened as a result of Kayelyn Blake deciding to not return as a classroom teacher at JFK next year.
6. Six sessions of free Leaps & Bounds are filling up. These are being paid for with EANS I funds. We may be able to do another year of free L & B with EANS II funding.
7. Work has begun on the computer science requirement recently signed into law:
  - a. By July 1, we need to have a “high quality” (aligned to the standards) implementation plan for computer science.
  - b. Beginning July 1, 2023, we will need to provide high quality computer science instruction (aligned to the standards) in at least one grade in grades 1-6 and one grade in grades 7/8.
  - c. After a survey of all teachers, more intense work will be conducted by Dianne Siefers, Morgan Clark, Emily Thomas, Jodi Weiser, Angie Maxwell and me.
8. We are considering joining with some other schools in the diocese to pilot some work with Douglas Fisher and Nancy Frey’s Teacher Clarity approach to lesson planning and instructional delivery. There are certain elements of teacher clarity that fit well with our JFK Instructional Playbook.

#### Managerial Leadership:

1. Emergency Assistance for Non-public schools:
  - a. EANS I: We have about \$3800 left to spend, and \$3,550 has been committed to two way radios.
  - b. EANS II:
    - i. Federal and Iowa officials finally agreed upon a 19% free/reduced lunch/poverty level for a school to be eligible. JFK’s free/reduced lunch rate during the eligible time periods (at least one month during the 19-20 or 20-21 school years) was at 20% or more so we were eligible. Four schools in our diocese will receive funding: JFK, All Saints, Holy Trinity in Keokuk, and Notre Dame in Burlington. Our poverty level has since fallen to about 13-15% but does not impact our eligibility. We can receive \$515,585 worth of services/materials and are working on a plan.
    - ii. Possibilities and round estimates include the following:
      - a. Technology in 22-23 and 23-24: \$60,000
        - a. This use of EANS II funds might reduce JFK’s budgeted costs
      - b. Backfilling for our cut Title I position for 22-23 and 23-24: \$77,000
        - a. 21-22: DCSD Title I funded 0.94 FTE, JFK 0.06 FTE
        - b. 22-23 discussion last month: DCSD 0.75 FTE, JFK 0.25 FTE
        - c. 22-23 proposal now: DCSD 0.43 FTE, JFK 0.05, third party provider 0.52 FTE
          - i. Our Title I funding is now projected to decrease by about 20%
          - ii. Going from 0.25 FTE out of JFK’s budget to 0.05 FTE would reduce JFK’s budget.
      - c. Free school based therapy services for 23-24 with a third party provider: \$70,000
      - d. Continuing a PT aide position for 23-24 with a third party provider: \$9,100
      - e. Two interventionist positions for 22-23 and 23-24 with a third party provider: \$300,800
      - f. Free L & B for summer 2023 with a third party provider: \$14,000
      - g. Multi-year contract for CANVAS
      - h. More than two year contract for Moby Max
    - iii. Third party providers:
      - a. Academic:
        - a. The DCSD has declined to get involved as a third party provider
        - b. We have been working with FACTS Educational Services for EANS I funds so would probably continue with them for EANS II
          - i. Note: When employed by a third party, the people assigned to JFK (with our recommendation) are paid substantially better than our own employees and have the benefits available from the third party. On the other hand, these are limited time

positions so perhaps paying a premium is an acceptable trade-off for the employee and for us.

- b. Student Well-being: We are working with Compassion Therapy Services already for mental health services and would continue that relationship.

Leadership in Diocesan/Parish Context:

- 1. I attended the diocesan principals' meeting. Topics included the following:
  - a. Religion curriculum to be piloted in 2022-23 and rolled out for all in 2023-24. JFK's Sara Nicoletto will be piloting it in 6<sup>th</sup> grade.
  - b. PowerSchool as a student information system, which would replace JMC at several diocesan schools. The diocese has agreed to pay for the transition (about \$58,000), but the cost would be about \$13 per student. We pay about \$7-\$8 for JMC. SCCS was already going to transition under AHS's licenses with no cost to SCCS schools so we're still trying to work out how this process and cost will work for SCCS in relation to the diocese.
  - c. CANVAS as a learning management system. This would replace Google Classroom and Seesaw at JFK. CANVAS is being provided free to non-public schools by the Iowa Department of Education next year.

**b. Faith Formation/Religious Education Coordinator/Confirmation Coordinator (Kaye)**

- i. Helped to plan and participated in a prayerful service on Holy Thursday for John F. Kennedy students.
- ii. At Faith Formation classes on April 27, students made May Baskets and placed them on the neighbors' front stoops.
- iii. On April 20, all Faith Formation students went over to church for Eucharistic Adoration. Fr. Andrew provided explanation, song and prayer for the students.
- iv. We had 26 students receive the Sacrament of Confirmation on April 30, 2022.
- v. We had 33 students receive the Sacrament of First Eucharist on May 1, 2022.
- vi. Two students who had prepared through the RCIC process, received Sacraments of Initiation at the Easter Vigil.
- vii. Submitted the annual audit to the Diocese regarding compliance with Safe Environment requirements for employees and volunteers at JFK and OLV.
- viii. Held our final IGNITE Sunday for this school year on April 24. Planning with Jennifer Wemhoff for next year's IGNITE Sunday events, incorporating the results of the survey we had participants complete on March 6.
- ix. Completed the Diocesan Catholic Faith Formation Series last week. This five-part series has provided parish faith formation leaders the opportunity to come together and collaboratively assess their present faith formation

efforts in light of the disruption of the pandemic and plan for a unified vision and practice for their future faith formation ministry.

- x. Prepare for and attend Faith Formation Committee meetings. The committee work continues to focus on how we are currently meeting faith formation goals as well as planning additional ways to meet the needs of our parish. The information from the Diocesan Faith Formation series will be incorporated into this work. We are also working to create by-laws for the committee.
- xi. Planning for Vacation Bible School July 11-15, 2022. Will be meeting with volunteers to have them help with the preparations.
- xii. Prepare materials each week for the four families participating in the Kindergarten Family Faith Formation program on Wednesday evenings.
- xiii. Prepare lessons and meet with each 8th grade JFK religion class once a week as a part of their preparation for Confirmation.
- xiv. Prepare materials or supplies as requested by the catechists each week for Faith Formation classes.
- xv. Participate in weekly pastoral staff meetings.
- xvi. Write weekly bulletin articles and quarterly Victory Voice articles.
- xvii. Document monthly expenses and income to the Faith Formation budget. Beginning to work on next year's budget.

**c. Faith Formation/Adult Faith Formation (Jennifer)**

- i. Kaye Meyers and I worked together to prepare for IGNITE Sundays. The final two IGNITE Sundays for the 2021-2022 school year were April 10 and April 24. A huge thank you goes out to all that have helped with IGNITE Sundays and attended IGNITE Sundays.
- ii. Dates for the 2022-2023 IGNITE Sundays have been discussed and added to the calendar. The dates are: September 11, October 2 & 16, November 13, December 11, February 12 & 26, March 19, April 2 & 16.
- iii. This summer we will be discussing Chris Stefanick's book *Living Joy*. Twenty people have already signed up to participate in discussion of the book on Tuesday evenings beginning June 7 from 6:30-8:00pm in the Parish Center and ending on August 2.
- iv. I participate in the Faith Formation Committee meetings as scheduled.

- v. I have watched three webinars and attended two in person workshops sponsored by the diocese as part of the series Catholic Faith Formation in a Post Pandemic World.
- vi. Kaye and I met to discuss the Faith Formation budget for 2022-2023. Kaye has submitted our proposed budget to Fr. Jake.
- vii. I recorded and live streamed the Confirmation and First Communion masses.
- viii. A small group from the first **99 Experience** has continued to meet over the past 18 months. They most recently completed the **Emmaus** materials provided by the diocese. They discussed **The Lenten Companion** during Lent and extended the invitation to several others to join their discussion group.
- ix. The adult study on the book of **Romans** began March 3 and will conclude May 5. We have 24 people signed up to participate in the study.
- x. The discussion of the book **Our Not Quite Holy Family** by Mark and Melanie Hart held once a month on Wednesday evenings from 6:00-7:00 in the Parish Center, has concluded. I am looking for a book to offer for discussion next school year for Faith Formation families.
- xi. I participated in pastoral staff meetings during the month of April.
- xii. I write bulletin articles as needed.
- xiii. I submitted articles for the Victory Voice that was published prior to Easter.

#### **d. Youth Ministry (Evan)**

##### **What will 2021-2022 be like?**

The new year brings a lot of hope that we'll be able to resume more in-person ministry soon. Everyone on the youth ministry team wants to be doing more relational ministry and interacting more with teens – we're excited at the advent of a vaccine, and the opportunities this may afford for us, though we understand it may not bring many changes quickly.

-We will begin doing Spring Care Packages as soon as the weather stabilizes into something a bit more comfortable. We've got all four of our packages packed and ready to go out. We will be distributing all four grades at once by region, so we're preparing the routes now.

-Our 8<sup>th</sup> grade Alpha group finished up on February 28<sup>th</sup>. They are planning to offer Alpha for next year's 8<sup>th</sup> grade, and plan to offer a "come and see" session for 7<sup>th</sup> grade to try Alpha out on May 16th.

-We have had two cooking club events at this point. Drawing from a total group of about 20 interested kids, we've had 11 families commit to participating. Mickey Prosise and Gina Ekstrom are leading, with lessons on

food safety, recipe reading, and food prep tips, while planning meals to donate to those in need.

-I am back in schools for visits and lunches with youth to continue reaching them at school. At JFK we have started using great works of Christian art, music, and literature to inspire conversation during religion class visits.

**“How do we transition back, and to what do we transition, when the Covid-19 situation is over? What will be our new ‘normal?’”**

-Youth ministry will continue our process of prayer and planning as we begin discerning our strategic planning team, and developing a new leadership structure.

-We’ll also start offering more events on campus that don’t happen in the youth room – things like IGNITE, family game nights, sports competitions, etc.

**What about parish college students and young adults?**

Local young adult ministers from regional parishes are planning a resumption of formal, in person ministry to young adults this Fall. We have discussed how to take Theology on Tap out of a “maintenance mode” and put it into “mission mode.” We ran our thoughts by some local young adults as well to make sure we were on point with them. Here are the results of our discussion and planning.

-Theology on Tap will return on June 9<sup>th</sup> with an Ask Me Anything (AMA) style event with Bishop Zinkula. This event will hopefully be hosted at Mississippi River Distilling, and be open to the public.

-There was no Theology on Tap in April as it was Holy Week. There is also no Theology on Tap planned for May due to a change in billing from our current venue.

-We planned a series of combined mass, adoration, and social nights for young adults, starting on January 22<sup>nd</sup>. We had another on April 23<sup>rd</sup>, which Fr. Andrew led.

We are looking at how to offer some retreat options for emerging adults in this area over the summer. One option includes doing a COR adventure retreat in Utah or Colorado next Spring.

We hosted the local Catholic young adult group for a game night on Friday, March 11<sup>th</sup>.

**5. PASTOR’S NOTES (Fr. Jake G.)**

- a. n/a

**6. COMMITTEE REPORTS AND COMMUNICATIONS**

- a. Generations of Faith Committee (Julaine, -----) Per 8/3 meeting: This may be replaced. Fr Jake will get back to us next meeting.
- b. Finance Committee (Chad S., Lisa, Luke) (Discussions to be held at board meeting)
  - i. n/a

- c. Nominating Committee (All board members)
- d. Policy Committee (Chad S., Molly, Tom) (Spring 2022)
  - i. Meet 5/4
- e. Strategic Planning Committee (Chad S., Chris, Ann) (Discussions to be held at board meeting as needed)
  - i. n/a
- f. School Improvement Advisory Committee (Chad S., Lisa, Ann, Chris F.)
  - i. Update June meeting
- g. Marketing/Public Relations Committee (Chad S., Julaine, Tom, Chad H.)
  - i. n/a.
- h. Grant Writing Committee (Chad S., Chris)
  - i. n/a
- i. Parish Council (rotating per schedule) 4<sup>th</sup> Tuesday of each month 7:00 pm
  - i. 60th anniversary
  - ii. Parish Picnic 9/18
  - iii. Capital campaign for capital improvement funds

2021	2022
August 24 - Tom P September 28 - Julaine October 26 - Courtney November 23 - Lisa December 28 - ???	January 25 – Chris Fox February 22 - Tom March 22 – Chad H April 26 – Ann May 24 - Molly June 28 - Lucas

- j. Finance Council Rep (Courtney)
  - i. No meeting til late June
- k. Home & School Association (Zoom meeting)
  - i. General Meeting 5/17
  - ii. Teacher appreciation
  - iii. Plant sale
  - iv. Cookies and Dreams
  - v. River Bandits this summer
  - vi. Steam Wheeler even coming
- l. Band and Music Boosters
  - i. n/a
- m. Assumption High School Rep. (Pat Archer)
  - i. n/a

7. ITEMS FOR BOARD ACTION

- a. Board elections

8. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION

a. none

9. COMMENTS FROM AUDIENCE and OPEN FORUM

10. CLOSED SESSION NEEDED?

a. No

11. CLOSING PRAYER

Additional Documents/Files to be Sent:

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BOE Meeting Schedule: 1<sup>st</sup> Tuesday of each month at 6:30 pm (except as noted)

2021

August 3

September 7

October 5

November 2

December 7

2022

January 4

February 1

March 1

April 5

May 3

June 7