

OUR LADY OF VICTORY BOARD OF EDUCATION MEETING

7:00 P.M. Tuesday, November 1, 2022, Hybrid

OLV GSMR

Link to Zoom Meeting: <https://kennedy-dav.zoom.us/j/87061392732>

AGENDA OF REGULAR MEETING

1. CALL TO ORDER

a. [OPENING PRAYER](#)

b. ROLL CALL

i. Tom Poston, Chad Stiemle, Ann Craig, Fr Jake, Molly McCarty, Julaine Edwards, Chris Fox, Lisa Snider, Jenifer Boyd, Fr Andrew

ii. Parish Council: n/a

iii. Guest:

c. ACCEPTANCE OF AGENDA

i. Accepted

2. [READING AND APPROVAL OF MINUTES OF past meeting](#)

a. Approved

3. ADMINISTRATIVE REPORTS (Written reports pre-submitted)

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

Ethical Leadership:

1. We had a staff member experience a medical emergency at school. She is now recovering quite well. Numerous people have commented upon how well-trained and responsive staff members were in dealing with this situation. Most directly involved were Angie Hillebrand and Emma Wolf while Laura Burke, Shay Lagrone, Scott Sweeney, Sara Tilkens, Ethan Connors, and Matt Ryan provided additional support during and after the situation.

Leadership of School Culture and Instruction:

1. An in-person meeting of the diocesan religion teachers PLC met in October. This group is piloting the new religion standards/curriculum.
2. Our sub list was reduced from four to three recently when one of our subs took a job at the arsenal. We did utilize our incentive program for one sub to renew her license, and we have one aide currently in the process of completing the substitute authorization training. She will also be participating in our incentive program.
3. Band:
 - a. We have an arrangement for a “substitute” instrumental music lesson provider. Vanessa Leavitt, who is providing lessons on Tuesdays, Thursdays, and Fridays, had made a prior commitment for a maternity leave substitute position in a local district. Unfortunately, 6th-8th graders will likely be without lessons for November as the baby arrived earlier than anticipated, and the substitute for us isn’t available until the end of the month.
 - b. We met with someone interested in a part-time band position, but she decided she wasn’t quite ready even for that as she recovers from a medical leave.
 - c. Posting for the band position will be refreshed.
 - d. As an example of the tight market, one person we talked to who will graduate in December has had a job offer since April, even before doing student teaching.
 - e. We have kept in communication with someone who is still probably two years from a degree. Although we have heard of the Iowa Department of Education allowing a school to go two years with someone on a substitute authorization as she pursues her teaching degree in art, the difference is that our person interested in band does not have a college degree yet and may not even have enough credits for an associate’s degree.

4. Last Monday's full day in-service was focused on student engagement, assessment, and student learning goals, all key elements of the JFK Instructional Playbook. We also incorporated some related elements from the Teacher Clarity training received in September.
5. Our classroom aides' schedule continues to go through adjustments as we attempt to meet student needs this fall. At times, aides are working in areas for which they were not budgeted.
6. Conversions to a diocesan "version" of PowerSchool (see below) are necessitating other diocesan-wide conversations:
 - a. A common "bank" of course names, numbers, and Iowa "sched codes" is being created.
 - b. Movement is being made toward more common report cards. Eighteen different report cards and 18 different mid-term type progress reports will not be supported. At the K-6 and possibly 7-8 levels, the report cards will likely contain more details using language of the Iowa Core Standards.

Managerial Leadership:

1. PowerSchool: The Diocese of Davenport continues to advance the mandated switch of all schools' student information systems (SIS) to PowerSchool:
 - a. We had all of the updates for JFK needed in PowerSchool for the reporting processes to advance in October.
 - b. The next biggest hurdle seems to be "contact" information for not just primary contacts, but emergency and "lunch contacts" that are contained in a SIS. (The "lunch contact" is what has been used in the past to generate a *family* lunch account balance at JFK.) Even primary contact information can become complicated when there are parents or even guardians in different households.
 - c. It is likely that we will continue to operate two student information systems for the full school year. Grades, for example, are done in our previous SIS called JMC. Attendance is done in PowerSchool. Even diocesan schools that had been using PowerSchool previously have to switch all their data to the diocesan "version." Both Assumption and All Saints, for example, are also operating their previous versions of PowerSchool while they try to convert to the diocesan version.
2. Immunization audits for K-8, preschool, and DHS programs were completed. No students had to be excluded at the time.
3. We have our state funded safety audit on November 8th. The contractor was provided with preliminary information.
4. We completed the necessary paperwork for receiving a "free" emergency radio that would allow direct communication with first responders. Although the radio itself is free, the shipping, installation, and training were not funded in the governor's initiative.

Public Relations Leadership:

1. We were within some of the top slots in "Locals Love Us" categories and will be advertising again with them.
2. Our student behavior/disciplinary and incident reporting system, custom created by the AEA a few years ago, will be featured in AEA communications.

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

- a. SCCS
 - i. BookKeepers meeting tomorrow
 - ii. Building budget. Working through the snags
 - iii. Do not have the Lease agreement yet. Hopefully will have it by December
 - iv. 4th Monday of the month will be the update meetings @ 4:00. Fr Jake will send us the link.

5. COMMITTEE REPORTS AND COMMUNICATIONS

- a. Finance Committee (Chad S., Lisa, Courtney) (Discussions to be held at board meeting)
 - i. n/a

- b. Nominating Committee (All board members)
 - i. n/a
- c. Policy Committee (Chad S., Molly, Tom) (Spring 2022)
 - i. n/a
- d. Strategic Planning Committee (Chad S., Chris, Ann) (Discussions to be held at board meeting as needed)
 - i. n/a
- e. School Improvement Advisory Committee (Chad S., Lisa, Ann, Chris F.)
 - i. n/a
- f. Marketing/Public Relations Committee (Chad S., Julaine, Tom, Heather)
 - i. n/a
- g. Grant Writing Committee (Chad S., Chris)
 - i. working on Kitchen/lunch program grant
- h. Parish Council (rotating per schedule) 4th Thursday of each month 7:00 pm
 - i. Parish Planning for maintenance

2022	2023
August 23 - Tom September 23 - Julaine October 28 - Heather November 24 - Lisa December 22 - Courtney	January 26 - Chris February 24 - Ann March 24 - Molly April 28 - Jenifer May 26 - Tom

- i. Finance Council Rep (Courtney, Heather)
 - i. Maintenance conversation
 - ii. Offertory has not caught back up
 - iii. Parish picnic bill came due
- j. Home & School Association (Zoom meeting)
 - i. n/a
- k. Band and Music Boosters
 - i. n/a
- l. Assumption High School Rep. (Pat Archer)
 - i. Going through transition conversations regarding the SCCS
 - ii. Admin parking lot is done
 - iii. Main parking lot may be done this year
- m. Ad Hoc Early Childhood Planning Committee
 - i. Ann, Jenifer, Molly, Julaine

6. ITEMS FOR BOARD ACTION

- a. none

7. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION

- a. none

8. COMMENTS FROM AUDIENCE and OPEN FORUM

9. CLOSED SESSION NEEDED?

a. Yes CLOSING PRAYER

Additional Documents/Files to be Sent:

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

2022

August 2
September 6
October 4
November 1
December 6

2023

January 3
February 7
March 7
April 4
May 2
June 13