

OUR LADY OF VICTORY BOARD OF EDUCATION MEETING
6:30 P.M. Tuesday, February 1, 2022, Hybrid
Link to Zoom Meeting: <https://kennedy-dav.zoom.us/j/82017464803>

AGENDA OF REGULAR MEETING

1. CALL TO ORDER
 1. [OPENING PRAYER](#)
 2. ROLL CALL
 1. Tom Poston, Fr. Andrew, Dane Dickensen, Chad Steimle, Jennifer Wemhoff, Kaye Meyers, Evan Brankin, Julaine Edwards, Chris Fox, Lucas Roth, Lisa Snider, Ann Craig, Chad Hagerman, Courtney Mau, Molly McCarty
 1. Guest: Catlin Putnam, Kelly Poster, Angie Maxwell,
 2. Parish Council: Shawn Atwater
 - a. ACCEPTANCE OF AGENDA
 1. Accepted
0. [READING AND APPROVAL OF MINUTES OF past meeting](#)
 1. Approved
0. ADMINISTRATIVE REPORTS (Written reports pre-submitted)
 - a. **Principal of JFK (Chad)**
Facilitator of Faith Community:
 1. The Catholic Schools Week Mass at AHS was at least postponed at the request of LCS, SPS, and ASCS.
Leadership of School Culture and Instruction:
 1. Our assessment plan has been updated to discontinue Iowa Assessments for grades K-2 and replace it with more detailed reporting to parents through the FAST screeners in both reading and math. The parent report will answer three questions:
 - a. How is my child doing?
 - b. How does my child compare to others? (National and building percentiles)
 - c. How have my child's scores changed over time?With the MTSS model of screening students three times per year, the once per year Iowa Assessments in K-2 are used less and less, and most schools/districts don't administer them at all. Without any support from the state, the Iowa Assessments have been also allowed to become outdated, and the costs have skyrocketed.
 2. The public speaking component will also include utilization of PowerPoint types of slides.
 3. Preliminary work is underway for the middle school play. Bristy Potter will be the lead director this year. Mrs. Potter has previous experience in school theater and family connections to Circa 21. One of our goals, although perhaps not able to be accomplished this year, would be to move a performance to a real theater/stage. Mrs. Potter's had experience holding practices in one building and performing in another building.

4. Below are two summaries for the High Reliability Schools survey conducted in late November/early December. The first summary is for parents' and students' responses. We had responses from about 15%-20% of PS-8th grade families and 50% of the students in grades 4-8.

John F. Kennedy Catholic School_HRS L1_Parent-Student Survey Report.pdf - Adobe Acrobat Reader DC (64-bit)

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12 / 15 66.7%

Table 18: Overall Means for Level 1 Leading Indicators

Leading Indicator	Parent/Guardian		Student	
	M	SD	M	SD
1.1: The faculty and staff perceive the school environment as safe and orderly.	4.51	0.12	4.62	
1.2: Students, parents, and the community perceive the school environment as safe and orderly.	4.21	0.64	3.87	0.59
1.3: Teachers have formal roles in the decision-making process regarding school initiatives.	4.01	0.08	4.11	
1.4: Teacher teams and collaborative groups regularly interact to address common issues regarding curriculum, assessment, instruction, and the achievement of all students.	4.14	0.23	3.76	
1.5: Teachers and staff have formal ways to provide input regarding the optimal functioning of the school.	3.84	0.05	3.49	
1.6: Students, parents, and the community have formal ways to provide input regarding the optimal functioning of the school.	3.22	0.62	2.42	
1.7: The success of the whole school, as well as individuals within the school, is appropriately acknowledged.	3.75	0.27	2.51	
1.8: The fiscal, operational, and technological resources of the school are managed in a way that directly supports teachers.	4.08	0.21	3.97	0.19

Note: M = arithmetic mean; SD = standard deviation. Overall means and standard deviations were calculated from item means. The standard deviations reflect the amount of variation among the reported means for each leading indicator.

Table 18 indicates that parents'/guardians' overall means ranged from 3.22 to 4.51. Students' overall means ranged from 2.42 to 4.62.

Again, survey-item means greater than 3.5 suggest a majority of respondents agreed. Means less than 2.5 suggest a majority of respondents disagreed. Means close to 3.0 suggest: (1) similar numbers of respondents who agreed and disagreed and/or (2) more respondents who neither disagreed nor agreed.

The second summary is for administrators and staff. For the survey, the pastor, student support specialist, assistant principal/director of special programs, and principal were considered administrators, and we had a response rate of about 75% on most items. The response rate for teachers and support staff was about 45%.

John F. Kennedy Catholic School_HRS L1_Admin-Teacher Survey Report.pdf - Adobe Acrobat Reader DC (64-bit)

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14 / 17 75%

Table 18: Overall Means for School Leadership Indicators

Leading Indicator	Administrator		Teacher/Staff	
	M	SD	M	SD
1.1: The faculty and staff perceive the school environment as safe and orderly.	4.38	0.30	4.18	0.16
1.2: Students, parents, and the community perceive the school environment as safe and orderly.	3.95	1.03	4.00	0.44
1.3: Teachers have formal roles in the decision-making process regarding school initiatives.	3.87	0.30	3.86	0.25
1.4: Teacher teams and collaborative groups regularly interact to address common issues regarding curriculum, assessment, instruction, and the achievement of all students.	3.54	0.75	3.82	0.40
1.5: Teachers and staff have formal ways to provide input regarding the optimal functioning of the school.	2.80	0.57	3.26	0.24
1.6: Students, parents, and the community have formal ways to provide input regarding the optimal functioning of the school.	3.11	0.83	3.19	0.39
1.7: The success of the whole school, as well as individuals within the school, is appropriately acknowledged.	2.73	0.72	2.93	0.33
1.8: The fiscal, operational, and technological resources of the school are managed in a way that directly supports teachers.	4.07	0.45	4.00	0.27

Note. M = arithmetic mean; SD = standard deviation. Overall means and standard deviations were calculated from item means. The standard deviations reflect the amount of variation among the reported means for each leading indicator.

Table 18 indicates that administrators' overall means ranged from 2.73 to 4.38. Teachers' and staff members' overall means ranged from 2.93 to 4.18.

Again, survey-item means greater than 3.5 suggest a majority of respondents agreed. Means less than 2.5 suggest a majority of respondents disagreed. Means close to 3.0 suggest: (1) similar numbers of respondents who agreed and disagreed and/or (2) more respondents who neither disagreed nor agreed.

The BLT/PDT is examining the work required to become certified at Level I as a High Reliability School. The amount of time required to provide the evidence in the formal process is daunting.

Managerial Leadership:

1. Emergency Assistance for Non-public Schools:
 - a. EANS I:
 - i. We received a check for about \$110,000 in reimbursements.
2. COVID
 - a. Information for Scott County and JFK are made available to families on a weekly basis.
 - i. Some of our most consistently high absences due to illnesses and absences related to COVID among both students and staff have been in January.
 - ii. About 20% of students and staff have tested positive for COVID so far this school year.
 - b. One line of discussion has been that sending out letters when there are positive cases should be discontinued:
 - i. The number of symptomatic and positive testing confirmed cases is so high that when combined with asymptomatic cases and others who are never tested or

report test results one should just assume that all children will be close contacts every day they are around others.

- ii. By the time letters reach parents, exposure has already occurred.
 - iii. Letters do not seem to be altering many people's behaviors. The claim is that families are not having their kids tested, quarantining their kids, and/or having their kids wear face masks.
 - iv. The "return on time invested" is minimal.
 - c. Another line of discussion has been regarding the reporting of COVID cases. The argument asks why are we tracking the number of cases, rates, etc., when the numbers don't seem like they will be used to make decisions any more?
3. The two boiler pumps for the 1963 part of the building have now been shut down.

Public Relations Leadership:

- 1. SCCS and JFK are working with NoCoastSocial on marketing. We will set up, if needed, and integrate as many as six different social media platforms with a goal of at least three posts per week. The posts might be related to JFK specifically or to SCCS. Outside sources are funding this work.
- 2. Marketing efforts are underway for round-up and PS/ECLC registration.

Leadership in Diocesan/Parish Context:

- 1. I attended the January diocesan administrators' meeting:
 - a. The main topic was the progress on the new religion curriculum standards. Rollout is being planned for August. There may be a year-long transition process with some piloting and tweaking of the curriculum before it becomes required by all in August 2023.
 - b. For the elementary school level, it is being proposed that the highest grade level of students be involved in a synodal listening session. More guidance from the diocese is still coming.
- 2. Scott County Catholic Schools:
 - a. As a trustee and director, Fr. Jake probably has the best updates.
 - b. Trustees voted to transfer power from local boards to SCCS beginning July 1, 2022. SCCS will have to be able to start making binding decisions prior to July 2023. Therefore, a transition of decision-making will occur. What decisions will become SCCS decisions and what will remain at the local level is still being discussed.
 - c. Fr. Jake and I and Fr. Jake and Andy Craig, president of SCCS, have been talking about the need for finance people in the central office for SCCS probably prior to July 2023 as well. Perhaps there's an arrangement that some of the tasks at OLV/JFK for which we are understaffed could be transferred to (a) new position(s) at SCCS during the next school year. Some of that work could serve as piloting for when everyone else comes on board in July 2023.
 - d. Carey Jones was approved by the Trustees as the interim Controller for SCCS. Carey is the former controller for AHS.
 - e. Decisions about healthcare and 401(k), particularly if SCCS is going to be part of the diocesan plans are have its own plan, need to be make soon. Some of the schools are part of the diocesan plans, and some are not. Renewal dates vary at all the schools as

well. The direction we go for the 401(k) has an impact on the payroll system that is used as well due to the reporting back and forth with the diocese.

- f. Tuition payments for the 2022-23 school year will begin July 1, 2022 and match the fiscal year. JFK was the only school that began tuition payments in August and ran its 12 month payment option across fiscal years. For some of our families who are on a 12 month payment plan, they will be making their last payment for the 2021-22 school year in the same month when their new payments begin for the 2022-23 school year.
 - g. Accounting for the Gala is returning to “raise it one year, spend it the next,” which is how we had started with our Gala. At one point in time, the diocese had required us to account for the money in the fiscal year in which it was raised so we switched to a modified “raise it this year, spend it this year” model. There, however, seems to be a way in which we can account for the money in one fiscal year but spend it in the next, which is how most of the other schools are doing their Gala type of fundraisers.
 - h. Andy Craig and I have had preliminary discussions regarding administrators in SCCS and the individual buildings. With turnover of some principals and possibly movement of assistant principals, it is good to have discussions about what might be the administration needs in the future.
3. Legislative Updates: We are three weeks into this year’s legislative session, and there are still too many bills to track effectively. The first “funnel” is February 18th. A few ideas being discussed are the following:
- a. Flat tax: One of the unintended results of the move toward a flat tax might be STOs. The flat tax proposals might eliminate tax incentives to donate to STOs, and money currently being used for tuition assistance could dry up. Lobbyists have tried to draw attention to this issue, but it hasn’t seemed to really strike a chord yet.
 - b. “Vouchers” and/or a form of Educational Savings Accounts are, again, being proposed. One of the most current proposals calls for 70% of state aid (amounting to about \$5400 per child) be available for 10,000 students to be used for non-public school education options. The remaining 30% would be retained in the students’ home districts, which was a compromise to appease smaller, rural districts who were worried about losing funding. There is discussion about the eligibility of the 10,000 students: some arguments concern income levels of families, some concern poverty levels of the schools, and some concern IEP students being specifically eligible. If STOs are going to take a hit with the flat tax, it is argued that ESAs and vouchers better be approved to compensate for the loss.
 - c. A \$1,000 retention bonus for teachers who stay on for the 2022-23 school year is being discussed. Because the proposal uses federal funds, some argue that teachers in non-public schools may be eligible.
 - d. As a way to increase childcare availability, the child to staff ratios are being examined for DHS licensed childcare and 3 year old PS programs. The original proposal was to raise the ratio from 6 to 1 to 8 to one for two year olds and from 8 to 1 to 10 to 1 for three year olds. A compromise for a 7 to 1 ratio for two year olds has already been brokered. Changing from an 8 to 1 to 10 to 1 ratio for three year olds might impact our 3 year old preschool and ECLC/childcare programs.
 - e. Four year old PS funding:

- i. The Statewide Voluntary Preschool Program for four year olds (SWVPP-4) might drop the four year old requirement and be available to five year olds in preschool classes. This move would provide a funding source for students to have another year of preschool.
 - ii. The SWVPP rate is currently about 50% of a student's state aid amount, which comes out to about \$3589 this year. A proposal is being made to change the percentage based upon the number of hours per week the student attends preschool:
 - 1. 10-14 hrs per week: 50%
 - 2. 14-18 hrs per week: 60%: JFK provides 14.5 hours of instruction per week
 - 3. More than 18 hrs per week: 70%
- f. Numerous bills are looking at changing the requirements for people to become teachers. One bill, for example, ends comprehensive testing toward the end of a college student's education and replaces it with more hands-on/practicum types of hours/experiences.
- g. There are numerous bills regarding civics education, social studies, U.S. government and history, human growth and development, gender identity, and textbook/library books.

a. Faith Formation/Religious Education Coordinator/Confirmation Coordinator (Kaye)

- Preparing materials for First Communion student and parent meeting to be held on February 27, 2022.
- Planning a retreat for 8th Grade Confirmands and their sponsors on March 26, 2022.
- Beginning to plan for Vacation Bible School July, 2022.
- Prepare materials each week for the four families participating in the Kindergarten Family Faith Formation program on Wednesday evenings.
- Work with Jennifer Wemhoff to continue developing plans, securing volunteers and preparing materials as well as marketing for IGNITE Sundays. Have been very pleased with the participation. Beginning to plan for next year.
- Prepare materials and meet with the Faith Formation Committee as needed.
- Meet individually with a student at JFK and three Faith Formation students to prepare them to receive the Sacraments of Initiation at the Easter Vigil.
- Prepare lessons and meet with each 8th grade JFK religion class once a week as a part of their preparation for Confirmation.
- Prepare materials or supplies as requested by the catechists each week for Faith Formation classes.
- Participate in weekly pastoral staff meetings.

- Write weekly bulletin articles and quarterly Victory Voice articles.
- Document monthly expenses and income to the Faith Formation budget.
- Verify compliance with Safe Environment requirements for employees and volunteers at JFK and OLV. Send notices and reminders for those needing to update background checks and training.

b. Faith Formation/Adult Faith Formation (Jennifer)

- Adult Faith Formation report to the Board of Education (February 2022)
- Submitted by Jennifer Wemhoff
- Kaye Meyers and I have been working together to prepare for IGNITE Sundays. The next IGNITE Sunday is scheduled for February 13. The topic for February 13 is Poverty and the Dignity of Work. Work also continues on the free little food pantry.
- I am facilitating a discussion of the book ***Our Not Quite Holy Family*** by Mark and Melanie Hart once a month on Wednesday evenings from 6:00-7:00 in the Parish Center.
- The next adult study will be on the book of ***Romans***. ***Romans*** reveals that salvation is not merely the removal of a guilty verdict; it is about entering into Christ's life, death, and resurrection and sharing in his divine life. We will begin our ***Romans*** Bible study on Thursday March 3 from 6:30-8:00pm in the Parish Center. Cost of the workbook is \$30. To register for the study, contact me at davolvaff@diodav.org. Registrations are due by February 1, 2022. Currently 21 people are signed up to participate in the study
- Preparation for ***The 99 Experience*** has begun. ***The 99 Experience*** will be held as a kick off to the Lenten season on Sunday February 27 from 3:00-4:30pm, Monday February 28 from 6:30-8:00pm and Tuesday March 1 from 6:30-8:00pm. All three sessions will be held in the Gathering Space and church. The three 90 minute sessions are broken into short video segments and small group discussions. The goal of ***The 99 Experience*** is to be welcoming for those who are there to seek the Lord and encouraging for those who may feel lost that they too are loved by the good Shepherd who loves them so much to find THEM.
- I participated in pastoral staff meetings during the month of January.
- I write bulletin articles as needed.

c. 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.

-This year we want to continue the focus on going out. Every high school student in the parish for whom we have an address has now received a care package from the parish last semester and we'll do another round in the Spring.

-Each month I release a new schedule of events and activities trying to do more in the community. We rotate between prayer, fun, and service based events each month.

-We took the prayer tree down last week, but we still have prayer tags! Stop by the Sweetheart Ticket table to grab one!

-Speaking of the Sweetheart dinner, we have begun taking orders for our Sweetheart Dinner to go, and also have youth sign ups, online and in person for the event.

-Our 8th grade Alpha group continues to meet, and we had our Alpha retreat day on January 15th.

-We have about 20 6th graders who want to start a cooking club to cook for those in need. We're hoping to launch in January.

-We started out January with a night of adoration and prayer on Wednesday, January 5th at 7pm in the Church. We also did a Steubenville Info Night with a service project, and a trip to the movies.

-I am back in schools for visits and lunches with youth to continue reaching them at school. We want to develop a "cheer team" ministry to support OLV youth at events.

"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 remain a low barrier to entry starting point for young adults who want to grow in faith, or invite a non-Catholic/lapsed Catholic to an event. We helped host Theology on Tap in person on January 13th. Chris McCormick-Pries led a conversation on mental health for young adults. Next month, Fr. Andrew will be speaking.

-We are also planning a series of combined mass, adoration, and social nights for young adults, starting on January 22nd.

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.

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

1. n/a

0. 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.
 1. n/a
- a. Finance Committee (Chad S., Lisa, Luke) (Discussions to be held at board meeting)
 1. n/a
- b. Nominating Committee (All board members)
 1. n/a
- c. Policy Committee (Chad S., Molly, Tom) (Spring 2021)
 1. n/a
- d. Strategic Planning Committee (Chad S., Chris, Ann) (Discussions to be held at board meeting as needed)
 1. n/a
- e. School Improvement Advisory Committee (Chad S., Lisa, Ann, Chris F.)
 1. Meeting
- f. Marketing/Public Relations Committee (Chad S., Julaine, Tom, Chad H.)
 1. n/a
- g. Grant Writing Committee (Chad S., Chris)
 1. n/a
- h. Parish Council (rotating per schedule) 4th Tuesday of each month 7:00 pm
 1. Parish picnic and
 2. Wellness bingo 4/24
 3. Restructuring with regionalization impact

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

- j. Finance Council Rep (Courtney)
 - 1. Reviewed investments
 - 2. Discussed the regionalization impact
- a. Home & School Association (Zoom meeting)
 - 1. Catholic Schools week
 - 2. Potentially eliminate candy bar sale
- a. Band and Music Boosters
 - 1. n/a
- a. Assumption High School Rep. (Pat Archer)
 - 1. Enrollment
 - 1. January 19 – 8th grade parent meeting
 - 2. 8th grade numbers are down across the Catholic elementary schools, but there has been an increase in interest from students outside of these schools.
 - 2. Strategic planning:
 - 1. The structure and purpose of the AHS Board is TBD once the consolidated board begins in July of 2022.
 - 2. Andy Craig is open to meeting with parish boards as this process moves forward.
 - 3. School Tuition Organization (STO) was fully funded again this year. Money actually had to be turned away as there is a cap. Potential changes to tax laws in Iowa could either greatly increase the amount of support we can raise, or threaten it completely

0. ITEMS FOR BOARD ACTION

- a. Salary structure change
 - 1. Motion: I move that the 2022-23 teacher contracts include a total salary figure that incorporates without distinction what had previously been a base pay, supplemental pay, and signing bonus and that the three part salary structure be ended.
 - 2. Motion: 2nd
 - 3. Motion: Passed

0. ITEMS NEEDING DISCUSSION, BUT NOT NECESSARILY BOARD ACTION

- a. COVID_

0. COMMENTS FROM AUDIENCE and OPEN FORUM

0. CLOSED SESSION NEEDED?

- a. No

0. CLOSING PRAYER

Additional Documents/Files to be Sent:

BOE Meeting Schedule: 1st 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 –Meet in Parish Center
April 5
May 3
June 7