

**OUR LADY OF VICTORY BOARD OF EDUCATION MEETING**  
**6:30 P.M. Tuesday, March 1, 2022, Hybrid**  
**Link to Zoom Meeting: <https://kennedy-dav.zoom.us/j/81108097769>**

**AGENDA OF REGULAR MEETING**

1. CALL TO ORDER
  1. OPENING PRAYER
  2. ROLL CALL
    1. Tom Poston, Chris Fox, Fr Jake, Chad Steimle, Evan Brankin, Kaye Meyers, Molly McCarty, Chad Hagermen, Julaine Edwards, Ann Craig, Courtney Mau,
    2. Guest: Angie Logan, Shelly Furlong, Diane Siefers
    3. Parish Council: Mike Van Spreybrook
3. ACCEPTANCE OF AGENDA
  1. Accepted
4. READING AND APPROVAL OF MINUTES OF past meeting
  1. Approved
5. 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 has been re-scheduled for April 27 at AHS.
2. The easing of some COVID mitigation strategies at Masses is being considered and will likely take place in the next few weeks. Saying that music/singing at Masses can return, for example, is easier than implementing it, especially when lead time with students is needed.
3. Ash Wednesday is tomorrow. The Sacrament of Reconciliation for students in grades 2-8 will be next week.

Ethical Leadership:

1. We continue to deal with students' mental health issues, and some are fairly significant.
  - a. Our school-based therapist's schedule is nearly full, and sometimes students/families go on a waiting list to be seen at school.
  - b. Emma Wolf, our student support specialist, indicated that the number of "check-ins" with students she has been doing this year is about 25% to 50% greater than last year.

Leadership of School Culture and Instruction:

1. Seventh grade participated in Junior Achievement's Finance Park last week. We were lucky to be able to adjust staff members' duties in order to have enough adults.
2. The Scott County Catholic schools and SAU eighth grade career fair is Friday.
3. We were finally able to connect with a reviewer working with Marzano Resources and the High Reliability Schools (HRS) process. The process is overwhelming given our timeframe. Our PDT/BLT decided to focus on finishing our JFK Instructional Playbook this spring, pursue a coaching arrangement regarding our

Instructional Playbook with someone using Title IIA funds for next year, and provide some attention to the lower areas identified in the surveys (shared with the board last month):

- a. Recognition of achievement
- b. Formalizing feedback mechanisms for staff
- c. Formalizing feedback mechanisms for community members

Any work done that would be related to the HRS process would be documented so if we were to pay to move into the review phase, we would have the documentation already needed. We may do the surveys for Level II of the HRS process regarding instruction in the fall. Again, we would use Title IIA funds for the survey.

#### Managerial Leadership:

1. A campus facilities review is beginning at OLV/JFK with Jeff Miller heading it up this time. (The 2017/2018 review was never completely finished.) Some of the more critical elements at the school include the following, in no particular order:
  - a. Parking lot sealing and striping and concrete work scheduled/contracted already for summer 2022
  - b. Handicapped parking and access
  - c. Window replacements and window screens
  - d. Playground equipment and surfacing
  - e. Exterior gym wall repair
  - f. Flooring replacement cycle
  - g. Warped doors and frames
  - h. Unused radiator removal and wall repairs
  - i. Southwest stair repairs
  - j. Self-closing fire doors
  - k. Ceiling tiles added on lower level and replaced in nearly all other areas of 1963 and 1987 parts of the building
  - l. Additional mechanical ventilation for 2011 additions
  - m. Storage for extra classroom furniture, etc. as needs change due to enrollment and as students grow over the 9-12 years they might be at JFK
2. Emergency Assistance for Non-public Schools:
  - a. EANS II:
    - i. The state and federal government continue to discuss the appropriate free/reduced lunch percentage that schools/districts need to have to be eligible for funding. The latest we've heard is that the federal government wants a figure in the 20%-30% range in order for a school/district to be eligible. JFK's K-8 free/reduced rate is about 13.1%.
3. COVID
  - a. We will also look at winding down our remaining mitigation strategies at JFK. See the link below for the slides used to guide our conversations:  
[https://docs.google.com/presentation/d/1c\\_yvAqyUBV3XvaBiRUNo-zeoowAzQC5YMA6tyDWwho4/edit?usp=sharing](https://docs.google.com/presentation/d/1c_yvAqyUBV3XvaBiRUNo-zeoowAzQC5YMA6tyDWwho4/edit?usp=sharing)
4. State/federal bonuses:
  - a. "Full-time in-person classroom" teachers will receive \$1,000 bonuses from the State of Iowa. These payments will likely be added to teachers' March OLV/JFK paychecks, and OLV/JFK will be reimbursed for the bonuses and the employer's share of taxes by April 8<sup>th</sup>.
  - b. The Department of Human Services also has \$1,000 recruitment and retention bonuses available for childcare workers. JFK probably has two employees eligible for these bonuses.
  - c. A total of 27 JFK employees out of about 51 total employees are eligible for one or the other bonuses.

- d. Administrators on the DE's webinar last week were very concerned about staff morale with part-time teachers, counselors, aides, cafeteria workers, custodians, nurses, bus drivers, etc. not being included. The DE was sympathetic, but the law that was passed was specific to "full-time in person classroom" teachers.
- e. Could OLV/JFK do FTE pro-rated bonuses for the remaining staff members? Maybe when we are closer to the end of the fiscal year. SWVPP funds and lunch program funds may help with the funding:
  - i. Cost through lunch program: approx. \$ 2,300
  - ii. Cost through SWVPP: approx. \$ 3,600
  - iii. Remaining cost: approx. \$12,370
  - iv. Estimated total cost to OLV/JFK: \$18,270
- 5. Enrollment projections as of 2/25/2022:
  - a. Kindergarten: We currently have returned paperwork for 30 students. The figure being used currently for budgeting is 36. As more communication takes place with families, I anticipate the projection will rise to 36-41 kindergartners.
  - b. K-8: The 2022-23 budget is currently being built on 341 K-8 students. As the kindergarten projection rises, so will this figure. Last year's budget was built on 328 students. Our official 2021-22 enrollment on October 1<sup>st</sup> was 340.
  - c. Preschool:
    - i. 3 yr olds: The current projection is for 25. We had 15 in 21-22.
    - ii. 4 yr olds: The current projection is for 46 and continues a downward trend. We had 50 in 21-22 and 54 in 20-21.
    - iii. 5 yr olds: The current projection is for 4. We had 4 in 21-22.
    - iv. ECLC: The current projection is for 17. We had 15 in 21-22 but had budgeted for 18.
- 6. Work on the 2022-23 budget continues. It is very slow moving and will only be done according to what we understand are/will be the SCCS processes and account numbers. Due to decisions needed to be made for five schools to come together, there may be some wide financial swings at all of our schools over the next several years.

#### Leadership in Diocesan/Parish Context:

- 1. The Board of Education will need to plan for its changing role that will take place July 1, 2022.
  - a. The power of each school's boards will be dramatically reduced.
  - b. Fr. Jake has discussed separating the board of education from a faith formation committee.
  - c. The Constitution and By-Laws of the board will need to be completely re-written once we have more guidance from SCCS.
- 2. Legislative Updates: There are still many bills affecting education that are alive in this Iowa legislative session. The following have been signed by the governor already:
  - a. Per pupil state aid was increased by 2.5%. The per pupil amount for a preschooler is 50% of the K-12 rate. The state retains about 0.5% for its costs, and the DCSD retains about 5% for its costs. I anticipate JFK receiving about \$3,600 per 4 year old preschool student. See above regarding teacher bonuses. Federal funds are being used for these bonuses.
- b. Faith Formation/Religious Education Coordinator/Confirmation Coordinator (Kaye)**
  - Prepared materials and held a workshop for First Communion students and parents on February 27, 2022.
  - Participating in the Diocesan Catholic Faith Formation Series. This five-part series provides parish faith formation leaders the opportunity to come together and collaboratively assess their present faith formation efforts in light of the disruption of

this pandemic and plan for a unified vision and practice for their future faith formation ministry.

- 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.
- Planning a retreat for 8th Grade Confirmands and their sponsors on March 26, 2022. This will begin at 8:00a.m. Mass and continue with opportunities for students and their sponsors to engage in activities that relate to Confirmation preparation.
- 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.
- 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. Beginning to work on next year's 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. Beginning preparations for the annual audit.

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

Kaye Meyers and I have been working together to prepare for IGNITE Sundays. The 8th IGNITE Sunday was held on February 13. The topic for February 13 was Poverty and the Dignity of Work. Fr. Andrew blessed our free little food pantry. The pantry is operational while some finishing work still needs to be done. Donations for the pantry are being accepted in the box labeled "free little food pantry donations" in the entrance of the church. We ask for only boxed goods at this time so that cans and jars don't freeze and break as we can still experience below freezing temperatures. The next IGNITE Sunday will be March 6 with the theme of "I Thirst" to help us begin our Lenten journey.

I attended a workshop entitled **Foundations for Faith Formation in a Post-Pandemic World** on Thursday February 24 in Iowa City. This workshop is part of a series of webinars and workshops sponsored by the diocese.

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 will be discussing **The Lenten Companion** during Lent and have extended the invitation to several others to join their discussion group.

**The 99 Experience** began Sunday afternoon the last session is tonight, Tuesday March 1 in the Gathering Space at church. 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. Another goal of the **99 Experience** is to form small group communities that continue to grow and invite others to join them, the group described above is a great example of that.

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. We have 24 people signed up to participate in the study.

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.

I participated in pastoral staff meetings during the month of February.

I write bulletin articles as needed.

#### **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 planned at this time.

-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 sold 135 tickets to the Sweetheart Dinner, grossing \$5,100.00 and netting \$3,200.00. We had huge participation from middle school students this year – especially important as we lost many of our high school servers to flu the week of the dinner. Sixth grade in particular stepped up in an incredible way.

-Our 8th grade Alpha group finishes up on February 28th. They are already talking about starting another round of Alpha and inviting more of their friends.

-We have about 20 6th graders who want to start a cooking club to cook for those in need. Due to the pandemic situation and related factors we weren't able to start in January as hoped. We have calendared our first meeting for March 8th, and will make food for the guys at the Catholic Worker House.

-In February we attempted to do a synod listening session for youth, but didn't have any attendance. Kathy Peterson and I have discussed it and think individual conversations over coffee will probably be a more fruitful path to pursue for the synod. We are also having a dating and relationship focused youth night and a night doing something closer to street evangelization this month.

-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. Fr. Andrew led our February theology on tap on life lessons from Seminary. Michael Gayman from the Catholic Worker will be leading our March session on social justice.

-We are also planning a series of combined mass, adoration, and social nights for young adults, starting on January 22nd. Our February holy hour night is February 19th at Sacred Heart Cathedral.

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. Bishop lifted the dispensation from mass. Removed the masks. Bring back the precious blood. Letter will be going out.
2. Faith Formation will start from ground up with the new Scott County Catholic Schools will put together a search committee to replace Evan
3. 60<sup>th</sup> Anniversary
  1. Gala will kick it off
  2. Series of events focused on 60<sup>th</sup>. News to come

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.

b. Nominating Committee (All board members)

c. Policy Committee (Chad S., Molly, Tom) (Spring 2022n/a)

1. The list for review is coming together

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. ?

f. Marketing/Public Relations Committee (Chad S., Julaine, Tom, Chad H.)

1. n/a

g. Grant Writing Committee (Chad S., Chris)

1.

h. Parish Council (rotating per schedule) 4<sup>th</sup> Tuesday of each month 7:00 pm

1. Tom add notes

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. Regionalization impact on finances

2. Replace exit doors at church

a. Home & School Association (Zoom meeting)

1. Looking to reach goal of fewer fund raisers is working

2. They would like to remove the fundraising company from the loop

3. Looking at doing something with River Bandits

a. Band and Music Boosters

1. Will be talking about field trips again

a. Assumption High School Rep. (Pat Archer)

1. n/a

0. ITEMS FOR BOARD ACTION

- a. Approval of consideration for non-renewal of teacher(s') contract(s)
1. Motion: I move that administration is authorized to consider not renewing one or more probationary teachers' contracts for the 2022-23 school year. Any specific administrator recommendation and board action would take place at the April board meeting.
  2. Motion 2<sup>nd</sup>
  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. Yes – to approve minutes of two previous closed sessions

.An in-person quorum is needed to take action as minutes of closed sessions cannot be disseminated electronically.

0. CLOSING PRAYER

Additional Documents/Files to be Sent:

Slide Deck:

[https://docs.google.com/presentation/d/1c\\_-yvAqyUBV3XvaBiRUNo-zeoowAzQC5YMA6tyDWHo4/edit?usp=sharing](https://docs.google.com/presentation/d/1c_-yvAqyUBV3XvaBiRUNo-zeoowAzQC5YMA6tyDWHo4/edit?usp=sharing)

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

<u>2021</u>	<u>2022</u>
August 3	January 4
September 7	February 1
October 5	March 1
November 2	April 5
December 7	May 3
	June 7



