

St. Francis of Assisi Board of Education Meeting Minutes
May 14, 2015 at 6:30pm

In Attendance: Julie Matternas, John Bethel, Stacey Dorsey, Jim Hoyt, Chris Jenkins, Lori Haigh, Fr. Ray, Mike Waller, Lori Frericks, Stephanie Drey, Lou Flori, Mike Brinker.

Administrators: Misty Hade, Christen Cota, Jennifer Raes, Tammy Myers, Deacon Bill Richer.

Guests: Bill Pierson, Michelle Foth, Lynn Ricke, Maureen Berger - Incoming Board of Education members

Cassie Edgar - Pastoral Council Representative

Joel Magruder, Linda Eliason - Stephen Ministry

Call to Order – By Mike Waller at 6:32 p.m.

Prayer – Lou Flori

Approval of Agenda – A motion was made by Stacey Dorsey and seconded by Lori Frericks to approve the agenda. All in favor/none opposed. Agenda was approved.

Approval of Minutes – done electronically

Guest Report – *Joel Magruder and Linda Eliason – Stephen Ministry*

- Stephen Ministry started three years ago at St. Francis parish and their mission is outreach to parish members in grief.
- There were 26 Stephen ministers in the first class who went through 50 hours of training over five months. There are now six new ministers in training for the second team starting in January. The ministers make a two year commitment to the program.
- Thus far, 30 care receivers have been matched with Stephen ministers.
- The ministers typically meet with the care receivers once per week.
- Fr. Ray has received a lot of positive feedback about the program.

Pastor's Report – *Fr. Ray*

- The 2015 Annual Diocesan Appeal is slightly below ½ of the way to the goal. Follow up letters will be sent out early next month to members who have donated in the past.
- Fr. Dolan will be reassigned beginning July 8. Fr. Adam Westphal will be the new associate starting in late July.
- Fay Akers will be the new Director of Adult Faith Formation beginning in mid July.

Chairperson Report – *Mike Waller*

- No report

Day School – *Misty Hade/Jennifer Raes*

- One new 8th grade student has enrolled for next year.
- The Bishop has decided the School of Faith will not be continuing. There will still be a faith formation process with two sessions in the fall and in April as well as two additional required sessions. This will be done with St. Francis staff only.
- 6th Grade and kindergarten teacher interviews will be conducted next week. Applications are being accepted for a new music teacher. Interviews will be scheduled for new associate teachers at a later time.
- A marketing letter is being prepared to provide a tuition credit to anyone who refers new members to the school resulting in enrollment. Details of this letter were discussed at length. The credit will be \$500 and the letter will go out soon. Some other schools are also offering referral credits within the diocese.
- The differentiated accountability pilot program will be beginning soon.
- There will be an Education Savings Account (ESA) webinar on May 18.

Preschool – *Tammy Myers*

- The report was submitted electronically.
- Tammy met with each staff member and all will be returning next school year.
- A new PPAC committee is being formed.

RE – *Christen Cota*

- The RE program needs 30 new catechists for next year out of a total of 107.
- Liturgy of the Word is now being offered during the Saturday evening mass.
- 40 kids attended respite night and there is a lot of interest from families with special needs.
- A sign language interpreter at mass has been a success.

Youth Ministry – *Deacon Bill Richer*

- The report was submitted electronically.
- Two informational meetings were held for parents of the next confirmation class.
- There was a large drop-off in attendance at FISH after confirmation.

Athletics/Policy – *John Bethel*

- No report.

Building and Grounds – *Jim Hoyt*

- Three bids were received for the playground project but one bidder backed out. Work was planned to begin the first week of June but may be delayed.
- The City of West Des Moines would like to rezone the land where the track will be located which would delay the project.
- Ash trees on the property need to be treated due to the ash borer.
- The large meeting room may be updated.

Finance/Budget – *Lou Flori/Mike Brinker*

- The report was submitted electronically.
- The textbook cost is well above budget.

Home and School – *Stacey Dorsey*

- A flyer was presented which highlighted the role of Home and School.
- The auction proceeds were over \$182,000 and one-half of the proceeds go to Home and School. The total amount reported in last month's BOE minutes is incorrect.

Marketing – *Mike Waller*

- The marketing committee may be expanded to seven members.

Preschool – *Lori Haigh*

- The report was submitted electronically.

RE/Youth Ministry – *Stephanie Drey*

- No report.

SIAC – *Lori Frericks*

- The report was submitted electronically.

Technology – *Chris Jenkins/Jennifer Raes*

- The report was submitted electronically.
- The committee is working towards implementation of 1-to-1. Jennifer attended a conference on 1-to-1 implementation.

Pastoral Council – *Cassie Edgar*

- No report.

Old Business

- The Vision 2016 process was discussed. The Parish Council is prioritizing part of the reports. They will discuss at one more meeting and will then present to individual ministries, groups, and boards. Josh Faber will present the results to the Board of Education.
- As a result of the Vision 2016, we may look at new ways of forming committees.

New Business

- None

Executive Session

A motion was made at 8:50 p.m. by Lori Frericks and seconded by Lou Flori to enter Executive Session. All in favor/none opposed. Motion approved.

A motion was made at 9:10 p.m. by Lori Frericks and seconded by Stephanie Drey to exit Executive Session. All in favor/none opposed. Motion approved.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Lori Frericks and seconded by Julie Matternas. All in favor/none opposed. Meeting adjourned at 9:10 p.m.