

# **St. Francis of Assisi Board of Education Meeting**

## ***January 14, 2016***

**In Attendance:** Mike Waller, Stephanie Drey, Chris Jenkins, Stacey Dorsey, Lori Haigh, Maureen Berger, Bill Pierson, Lynn Ricke

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

**Guests:** Denise Mulcahy—Catholic Schools Office, Des Moines Diocese

**Call to Order** – at 6:35 by Mike Waller.

**Prayer** – Stacey Dorsey

**Approval of Agenda** – A motion was made Lynn Ricke and seconded by Stephanie Drey to approve the agenda. All in favor/none opposed. Agenda was approved.

**Approval of Minutes** – completed electronically

**Guest Report** – Denise Mulcahy

- Information regarding the administrator review process was shared.
- Board members were asked to complete a survey regarding Jennifer Raes' performance and return it no later than 1/27/16. The written review process is required for all administrators in the diocese every three years.

**Pastor's Report** – *Fr. Ray*

- No report.

**Chairperson Report** – *Mike Waller*

- No report.

**Day School** – *Misty Hade/Jennifer Raes*

- The report was submitted electronically.
- The parent survey has been distributed and is due on 1/31/16. SIAC will review it at their February meeting.
- There have been many inquiries regarding enrollment, and registration for next year is due 2/19/16.
- There have substitute shortages this year, despite a list of 17 possible subs. It was suggested that OmniNotifier could possibly be used to contact substitutes earlier and more efficiently.

**Preschool** – *Tammy Myers*

- The report was submitted electronically.
- Preschool information night was held and 30 new families submitted registration request forms.
- There will be a \$4 increase in tuition and a \$10 increase in registration fees for the 2016-2017 school year.

**RE** – *Christen Cota*

- The report was submitted electronically.

**Youth Ministry** – *Deacon Bill Richer*

- The report was submitted electronically.
- The youth are going to the St. Thomas More Center in Panora, IA for their mission trip this summer.
- Faith in Action Spring Break will take place on 3/14-3/17.

**Building and Grounds** – *Jim Hoyt*

- No report.

**Finance** – *Lou Flori/Lynn Ricke*

- The report was submitted electronically.

**Home and School** – *Stacey Dorsey*

- No report.
- The next meeting will be held on 1/21/16.

**SIAC** – *Lori Haigh*

- No report.
- The next meeting will be held on 2/8/16. The group will be reviewing the parent survey.

**PPAC** – *Stephanie Drey*

- The report was submitted electronically.

**Pastoral Council** – *Chris Doud*

- No report.

**Old Business**

- Visioning Process/Pastoral Planning is continuing. There will be no changes to the board structure at this time.
- 1:1 Chromebook Initiative
  - The initiative is moving forward. A request for funding from E-Rate has been submitted to cover the cost of fiber cable. Up to 20% may be covered by E-Rate.

- A parent attended the December Technology meeting and shared concerns regarding the lack of information regarding the initiative in its early stages. The board discussed providing up-to-date minutes on a regular basis and encouraging sub-committees to do the same.
- The Education Savings Account meeting was held on 1/13/16. 53 parents attended. A video of the meeting and PowerPoint slides will be made available electronically.

### **New Business**

- Board members will share pulpit talks at mass on 1/30-1/31 regarding the discernment process.

### **Executive Session**

A motion was made at 8:10 by Lori Haigh and seconded by Bill Pierson to enter Executive Session. All in favor/none opposed. Motion approved.

A motion was made at 9:50 by Chris Jenkins and seconded by Stacey Dorsey to exit Executive Session. All in favor/none opposed. Motion approved.

A motion was made by Stacey and seconded by Lori Haigh to approve the 2016-2017 Youth Ministry budget as drafted in cooperation with the Finance Council. All in favor/none opposed.

A motion was made by Maureen Berger and seconded by Bill Pierson to approve the 2016-2017 Religious Education budget as drafted in cooperation with the Finance Council. All in favor/none opposed.

A motion was made by Maureen Berger and seconded by Chris Jenkins to approve the 2016-2017 Day School budget as drafted in cooperation with the Finance Council. All in favor/none opposed.

--A letter will be drafted by the administration in cooperation with the board to highlight the tuition change and registration fee deferment option.

### **Closing Comments/Good of the Order**

*None*

A motion to adjourn was made by Lynn Ricke and seconded by Chris Jenkins. All in favor/none opposed. Meeting adjourned at 9:58.