

St. Francis of Assisi Board of Education Meeting

Thursday, November 9th, 2017

In Attendance: Bill Pierson, Lynn Ricke, Dan McCoy, Rachael Crane, Kristen Jacobs, Katie Stock, Michelle Foth

Administrators: Father Ray McHenry, Misty Hade, Jennifer Raes, Tammy Myers

Guests: Dr. Tracy Bonday, Courtney Waters, Micki Alsin

Call to Order – at 6:32 PM by Bill Pierson

Prayer – Bill Pierson

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

Approval of Minutes – Approved electronically.

Guest – Dr. Tracy Bonday, Superintendent for Des Moines Diocese.

- Visiting schools within the Diocese. Dr. Bonday introduced herself and shared her background which provides her with a different lens/perspective of how schools operate.
- She is looking at operating systemically in Diocese with strategic planning.
- Reviewed what is the appropriate role of the board – an advisory board to Father and the administrative team.

Pastoral Report – Fr. Ray

- Short \$55,000 for ADA as of today. Letter will go out shortly to those who've given in the past but haven't given yet this year.
- Christen Cota and Jess Streit attended the International Conference on Catechesis and Persons with Disabilities and had the great opportunity to have a personal meeting with Pope Francis.
- Tom Nolan getting closer to his official retirement so an ad will be going out next week for a Business Manager position.
- Review of security procedures/plan in event of large incident.

Chairperson Report – Bill Pierson

- Mrs. Larson will be here in December to talk about enrichment.

Day School – *Misty Hade/Jennifer Raes*

- Report submitted electronically.

Preschool – *Tammy Myers*

- Report submitted electronically.

Building and Grounds – *Report submitted electronically.*

Finance – *No updates to report.*

Home and School – *Report submitted electronically.*

SIAC –

- Parent survey.
- Wellness to be reviewed every three years so process has started for this.

PPAC – Report submitted electronically.

Pastoral Council – *No updates to report.*

Technology –

- Computer lab is updating memory and addressing some WIFI issues.
- Gearing up for the auction and the fund-a-wish is for a sound system and lights for the gym.

Safety -

- Working on poster/at-a-glance on what to do in an emergency for each room (Parish-wide). I.e. How to reach an outside line, address to building, non-emergency numbers, etc.
- Tammy may have a lead on funding for Alice training for all staff.

Old Business

- PPAC Recommendations for Preschool Enrollment
 - Current situation is most Little Learners (LL) take the 16 incoming spots for morning Growing Learners (GL) leaving little opportunity for new families or families with younger children (who were ineligible for LL program) to be offered a morning GL spot. PPAC proposed use of current admission criteria to determine “admission” to the GL level but modify method for determining GL AM/PM “class placement” to using #2 and #4 of the current admission criteria instead of giving class placement priority to currently enrolled LL students.

- Counter argument made that the admission criteria allows non-parishioners to take precedence for admissions over parishioners. This is a consequence of the LL program not allowing all children admittance based on birth year. In order to rectify this the GL program should completely reset their admittance criteria to avoid this issue, especially on light of the high demand by parishioners for the preschool program.
- Motion to approve was made by Bill Pierson, seconded by Dan McCoy. Six approved/two opposed. The motion passed.
- Tammy will clean up the policies for reading - 501L-7/8 will be read for first reading in December.
- School Calendar
 - Administrators put calendars together and the Board is to approve these.

New Business

- Policy review –
 - Second Reading:
 - 501L-5 Enrollment
 - 501L-6 Preschool Enrollment
 - 699-L3 Preschool Class Size
 - Motion to approve made by Lynn Ricke and seconded by Dan McCoy. All approved, none opposed so motion passed.
- Google docs –
 - Katie Stock looking in to developing this for the Board documents.
- SFA Budget (2017/2018)
- There may be a change to the December meeting date and/or time as it conflicts with the 2nd grade musical.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Kristen Jacobs and seconded by Katie Stock. All in favor/none opposed. Meeting adjourned at 8:17 PM.