

St. Francis of Assisi Board of Education Meeting

Wednesday, December 13th, 2017

In Attendance: Bill Pierson, Lynn Ricke, Dan McCoy, Rachael Crane, Todd Richard, Kristen Jacobs, Katie Stock, Michelle Foth, Adam Keller, Nicole Saegh

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

Guest(s): Stephanie Larson, Enrichment & Gifted; Tom Nolan, Director of Operations

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

Prayer – Fr. Ray McHenry

Approval of Agenda – Bill Pierson made a motion to add the school lock down to the agenda. A motion was made by Dan McCoy and seconded by Nicole Saegh to approve the modified agenda. All in favor/none opposed. Agenda was approved.

Approval of Minutes – Approved electronically.

Guest – Stephanie Larson

- Role is back up to teachers and support teachers in their academics. Also, provides additional programs for academic enrichment– taking kids out of the classroom and doing higher level learning activities in small groups.
- Curriculum enhancement committee – seeking and providing enrichment activities for all students throughout the school year.
- Reviewed enrichment program and support.
- Elementary Battle of the Books - 24 teams with a minimum of four kids on each of those.
- 100 kids in Catholic Math League Competition.
- Just finished mock trial and had four teams compete.
- Currently seeing 129 kids in her classroom – the biggest group is 12 and smallest group is 5. Mostly in reading and in math.
- Always like taking on more and finding more opportunities and could always use more time or even an associate to accomplish more.
- Our kids are in line or above other schools.

- Some ebb and flow of kids in the program in K-2, but from grades 3 and up (due to testing) it's pretty steady and numbers in the program increases.

Pastoral Report – *Father Ray McHenry*

- Annual Diocesan Appeal \$30,000 short currently.
- Discussing a pulpit appeal.
- Applications are coming in for the open position to fill Tom's job.

Chairperson Report – *Bill Pierson*

- No updates to report.

Day School Administration – *Misty Hade/Jennifer Raes*

- Report submitted electronically.
- Jennifer and Misty met with FACTS – Tuition payment system. The system will have the ability to collect other fees for school.

Preschool Administration – *Tammy Myers*

- Report submitted electronically.

Committee Reports –

Home and School – Report submitted electronically.

SIAC –

- Completed review of wellness information and working on communication to families.
- Looking at a STEM/STEAM week

PPAC – Report submitted electronically.

Building and Grounds – Report submitted electronically.

- There is a city meeting coming up to look at adding a school sign/flashing speed zone sign.
- Coat hooks installed as a trial period.

Finance– No updates to report.

Technology –

- In process of putting together a 5-year plan.

Pastoral Council – No updates to report.

Safety - No updates to report.

Old Business –

- **School Calendar** – Reviewing hours/days to meet requirement for the year.
- **Policy Review (Dan McCoy)**
 - First Reading
 - 501-L7 – Completed.
 - 501-L8 – Completed.
 - Second Reading
 - 501-L1
 - Update to move A.4 (Students from newly registered families with an immediate history of Catholic elementary education) below current A.5 (Children from families of St. Francis religious education.)
 - Bill made motion to move. All in favor/none opposed, motion passed.
 - First Reading
 - 587-L1 – Completed.
 - Clarification needed on current process and Diocesan process.

New Business –

- **Dr. Bonday Review –**
 - 3-5 year plan and fundraising.
- **Google Vault (Katie) –**
 - Group Email for the BOE group to be set up.
 - Folder for meetings, folder for policies, folder for misc, approval of minutes could all be on the Vault.
 - Secured site and access can be done by using the BOE email distribution list.
- **Pre-School Budget Final**
 - Lynn Ricke made motion to approve, Nicole Saegh seconded. All in favor/none opposed, motion approved.
- **Day School Budget Preview**
 - Moving budget discussion to January meeting.
- **School Lock down today –**
 - Complaints and concerns came in from parents regarding not knowing there was a lock down first and then also a group concerned with not knowing the whys.
 - Procedure was followed.

Executive Session

None

Closing Comments/Good of the Order

None

A motion to adjourn was made by Nicole Saegh and seconded by Lynn Ricke. All in favor/none opposed. Meeting adjourned at 9:04 PM.