

St. Francis of Assisi Board of Education Meeting

Thursday, September 13th, 2018

In Attendance: Dan McCoy, Adam Keller, Joe Nguyen, Todd Richard, Kristen Jacobs, Nicole Saegh, Rachael Crane, Patrick White, Chris McCarville, Fr. Ray McHenry, Fr. Trevor Chicoine

Administrators: Misty Hade, Jon Aldrich

Guest(s): Dr. Tracy Bonday, Director of Catholic School Administration; Courtney Waters, 2nd Grade Teacher; Jenny Umstead, 6th Grade Language Arts; Chris Aldinger, Director of Operations; Joe Koenigs, Parish Council Liaison

Call to Order – at 6:30 PM by Dan McCoy

Prayer – Fr. Ray

Approval of Agenda – A motion was made to approve the agenda by Joe Nguyen and seconded by Rachael Crane. All in favor/none opposed. Agenda was approved.

Approval of Minutes – Approved electronically.

Guests -

Dr. Bonday:

- Review of Key Findings of Meitler Study which started in March of 2018 and included a visit with seventeen school locations.
- Common themes included compensation of teachers, need for a capital campaign, governance models and enrollment.

Chris Aldinger:

- Reviewed monthly budget report for the school.
- Discussion around whether or not the Kids Care budget should roll up through the BOE for additional oversight and transparency. Fr. Ray confirmed it is okay to share their budget with the BOE for review, but not approval.

Pastoral Report – Fr. Ray and Fr. Trevor

- New hires.
- Remodeling work on administrative side.

- Pastoral Planning Process/Faith Formation Survey.

Chairperson Report – *Dan McCoy*

- No updates to report.

Day School Administration – *Misty Hade/Jon Aldrich*

- Report submitted electronically.
- Received a grant for computer science from the State of Iowa, Dept of Ed.
- Unity Point doing a social media push on health and wellness so we want to get our votes in for the grant money.
- Jon is working with Cheryl, Tracey and Mike on the healthier schools initiative/Healthiest State Initiative award.
- Intervention time of the year, reflected on success of last year.
- Katie Evans working on annual report. Once it is ready it will be published on our website and as an insert in the bulletin.
- Jenny Umstead – 6th grade teacher discussed Advanced Ed.
- Looking at adding 9 more students by December 1st.

Preschool Administration – *Tammy Myers*

- Report submitted electronically.

Committee Reports –

Marketing – *Joe Nguyen*

- Committee formed and looking to gather data.
- Three different research organizations presented their abilities. Will be deciding soon which organization to go with. They will look at the use of surveys and focus groups.

Home and School – *Rachael Crane*

- Meeting to be held next week.

SIAC – *Chris McCarville*

- Committee has not met.

PPAC – *Nicole Saegh*

- Report submitted electronically.

Building and Grounds – *Todd Richard*

- Signage is finished but waiting for city permits/approvals.

Finance – *Pat White*

- June meeting details covered by Chris Aldinger.

- Presentation by the Catholic Foundation.
- Further discussion of ADA – about \$100,000 short. Pledge cards will be in the pews.

Technology – Jon Aldrich

- Committee has not met.

Pastoral Council – Joe Koenigs

- No update to report.

Safety - Fr. Ray

- Working on evacuation plans for the church and they will be placed in each pew.
- Working on final approval of signing plans.

Old Business –

- Strategic Plan Discussion
 - See remarks above from Dr. Bonday.
- School Budget Updates and School Report
 - See remarks above from Chris Aldinger.

New Business –

- Review Admissions Criteria (Misty)
- Board Member contact info on SFA website (Nicole)

Executive Session –

Rachael Crane motioned to enter an executive session at 8:32 PM and Joe Nguyen seconded the motion.

Joe Nguyen motioned to exit the executive session at 8:50 PM, Kristen Jacobs seconded the motion. All in favor/non opposed.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Joe Nguyen and seconded by Kristen Jacobs. All in favor/none opposed. Meeting adjourned at 8:50 PM.