

St. Francis of Assisi Board of Education Meeting

Thursday, February 8th, 2018

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

Administrators: Misty Hade, Jennifer Raes, Tammy Myers

Guest(s): Courtney Waters

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

Prayer – Bill Pierson

Approval of Agenda – A motion was made by Dan McCoy and seconded by Nicole Saegh to approve the agenda. All in favor/none opposed. Agenda was approved.

Approval of Minutes – Approved electronically.

Pastoral Report – *Father Ray McHenry*

- Not in attendance and no updates to report.

Chairperson Report – *Bill Pierson*

- No updates to report.

Day School Administration – *Misty Hade/Jennifer Raes*

- Report submitted electronically.
- Always could use more substitute teachers.
- Discussed bullying.
- Kindergarten information night was very well attended with over 40 families in attendance.

Preschool Administration – *Tammy Myers*

- Preschool registrations coming in. There has been movement since the initial offers.
- No one on Pre-K wait list, but received an inquiry for enrollment.
- LL spot has been offered.
- Looking at staff resources for the remainder of the year if the assistant teacher opening can't be filled.

Committee Reports –

Home and School –

- Report submitted electronically.
- Looking at putting together a fundraising committee.
- Brainstorming ways to get volunteers right away in the school year and with new parents.
- Proposal of moving auction to the spring again.
- Conversations with teachers on how lower income from auction will impact their budgets and also will let parents know of this impact.

SIAC –

- Parent survey to go out next week.
- Looking at how to incorporate more STEM in the school year, Catholic Schools Week, etc.
- Talk of a career day for 8th graders next year.

PPAC –

- Report submitted electronically.

Building and Grounds –

- Report submitted electronically.
- No update on moving speed limit to school zone.
- Looking at safety kits for windows or replacing the windows in order to be accessed and used as an emergency exit if needed.
- Fire system and phone system replacement options.

Finance–

- No updates to report.

Technology –

- No updates to report.

Pastoral Council –

- No updates to report.

Safety -

- Tom mentioned that we are one of the few parishes that haven't replied to a building survey so that's a priority to complete.
- ALICE training is still available but question is raised about insurance coverage so looking in to that.

Old Business –

- **School Calendar –**
 - Subcommittee is looking at this. Recently found out that Dowling's proposed start date is Thursday, August 23rd, 2018. Friday December 21st would be the start of their Christmas break and they'd return on Thursday, January 3rd, 2019. Grandparent's day will be moved to October 18th for Dowling as well. Discussed changing late bell to 8:20 for SFA.
- **Google Vault (Katie) –**
 - Targeting this to be done for next year but will try to get policies out there sooner so they are ready.
- **Day School Budget -**
 - Policy council on board with what is being done. Main concern is that we are taking an aggressive marketing role to fill open student spots.
 - Business Manager salary is split between the Parish and the School budgets – questioning if this should be changed.

New Business –

- **Discernment**
 - This will be held in mid-late April.
- **Long Range Plan**
 - Targeting three areas: Marketing; Fundraising; Volunteerism
 - Brainstorm session.

Executive Session

Nicole Saegh motioned to enter an executive session at 8:23 PM and Katie Stock seconded the motion.

Michelle Foth motioned to exit the executive session at 8:34 PM, Dan McCoy seconded the motion.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Katie Stock and seconded by Todd Richard. All in favor/none opposed. Meeting adjourned at 8:35 PM.