

St. Francis of Assisi Board of Education Meeting

Thursday, April 12th, 2018

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

Administrators: Misty Hade, Jennifer Raes, Tammy Myers

Guest(s): Courtney Waters

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

Prayer – Fr. Ray

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

Approval of Minutes – Approved electronically.

Pastoral Report – *Father Ray McHenry*

- Completed Lent/Easter and pleased with Holy Week and Easter services. Well attended. About 7500 people at the liturgies during Holy Week, which is up over 150 from last year. Easter Sunday attendance was down.
- Chris Aldinger started April 3rd as Director of Operations. Chris is working with Tom as he will stay on board for 30 days for the transition. Chris is meeting with staff so they can get to know him. He has 14 years of parish management experience.
- Sam Martin, Director of Communications, has resigned effective April 20th and the search has begun to replace him.
- Annual Diocesan Appeal – Pulpit talks have not begun yet but will soon. \$334,040 goal for 2018 but already 41% of the goal is in which may be a good sign.

Chairperson Report – *Bill Pierson*

- No report.

Day School Administration – *Misty Hade/Jennifer Raes*

- Report submitted electronically.
- Interest in the school from new families has been positive. Some are coming from Waukee School District and are currently faith

formation families, and others have been word of mouth from friends or moving to the area.

Preschool Administration – *Tammy Myers*

- Report submitted electronically.

Committee Reports –

Home and School –

- Report submitted electronically.
- Budget meeting in March, Exec meeting held today and next meeting is next Thursday.

SIAC –

- Have not met but working to schedule a meeting to go over parent survey meeting and will add career day to the agenda.

PPAC –

- Report submitted electronically.

Building and Grounds –

- Report submitted electronically.
- Coat hooks are installed but doesn't seem like they are being used so we need reminders from teachers.

Finance–

- Technology and hardware expenses were high in February - this will be checked in to and see if it was a misallocation.

Technology –

- Met on Monday night and they've been working on the five-year plan. Currently going through the plan with the subcommittee of teachers. Walking through phone system options for campus wide needs.
- Discussion of allocating more money to technology. Home and School excess funds are stipulated to always go to technology.

Pastoral Council –

- No updates to report.

Safety -

- Registered six staff members for the ALICE instructor training to be held in July. Received \$2500 donation for that expense. Those newly trained staff will then train the rest of the parish/school staff.

- Add school mass to agenda for future meetings.

Old Business –

- **School Calendar** – School calendar is set to start the year on August 29th but could look at starting on August 23rd, which is when Dowling starts. If we change the date, we'd include a professional development day on May 10th. We could also get out of school the Friday before Memorial Day (May 24th). The date change would also increase our total school days from 165 to 167 by starting on August 23rd. Teachers would start the 15th of August.
 - A motion was made to approve the modified calendar with a start date of August 23rd by Lynn Ricke and seconded by Rachael Crane. All in favor, none opposed. Motion passed.
- **Google Vault (Katie)** – Policies are in the vault but rolling it out next year.
- **FACTS** – Working on letter to families for enrollment.
- **Discernment (pulpit talks)** – Looking for weekend mass coverage. Informational meeting is April 29th. Discernment is May 5th.

New Business –

- **Long Range Plan – Diocese and SFA**
 - Diocesan meeting held to discuss the vision plan. June meeting will be held to continue conversations. We will continue to work on our long-range plan including marketing, volunteerism and fundraising.
 - We are looking at Amazon Smile and Buck-a-thon implementation before next school year.
- **Iowa Test Score** – Moving discussion to May meeting.

Executive Session –

Rachael Crane motioned to enter an executive session at 8:19 PM and Lynn Ricke seconded the motion.

Michelle Foth motioned to exit the executive session at 8:36 PM, Adam Keller seconded the motion. All in favor/non opposed.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Nicole Saegh and seconded by Adam Keller. All in favor/none opposed. Meeting adjourned at 8:46 PM.