

St. Francis of Assisi Board of Education Meeting

March 9, 2017

In Attendance: Chris Jenkins, Lori Haigh, Lynn Ricke, Dan McCoy, Nicole Saegh, Bill Pierson

Administrators: Father Ray McHenry, Misty Hade, Jennifer Raes, Tammy Myers, Christen Cota, Deb Barry

Guests: Jenn Brauch, parent

Call to Order –at 6:34 PM by Chris Jenkins

Prayer – Lori Haigh

Approval of Agenda – A motion was made at 6:34 PM by Lynn Ricke and seconded by Dan McCoy to approve the agenda. All in favor/none opposed. Agenda was approved.

Approval of Minutes – completed electronically

Guest Report – Jenn Brauch, parent

- Brought forth a concern that parents are not being notified when their children have been exposed to lice. The school is currently following state guidelines. Mrs. Hade will work with the nurse to examine the possibility of a change in procedure.

Pastor's Report – *Fr. Ray*

- The Blessman Ministries mission trip was a success. Enviro-Loos were installed, and extra funds were used to dig a well at one of the schools.
- Our 2017 ADA assessment amount is \$319,701 (\$16,000 + increase from 2016).
- 22 parishioners attended the discernment meeting on March 5th. Applications are due on March 31st, and discernment interviews will be held on April 8th.
- The new council of Faith Formation will begin working this summer.

Chairperson Report – *Chris Jenkins*

- The Board of Education will possibly need 5 new members for the next year, as some current members will move to the new Council of Catechisis.

Day School – *Misty Hade/Jennifer Raes*

- The report was submitted electronically.
- The Kindergarten parent meeting was discussed. Last year, several parents commented that this meeting was overwhelming. A packet of quick-reference information will be created to answer their most-asked questions.

Preschool – *Tammy Myers*

- The report was submitted electronically.
- The PPAC will be reviewing the Preschool Admission Criteria prioritization schedule at the next meeting.
- Safety Committee—new requirements for the Crisis Plan are in the document, but the information needs to be edited. Emergency Survival Kits have been created.

RE – *Christen Cota*

- The report was submitted electronically.
- The Faith Formation Survey was shared with the Board.
- The EDGE program has been well received. Students have been working through a unit in same-gender small groups. This has been very successful in encouraging students to share their ideas, and EDGE will continue this model in the future.
- Several out-of-sequence students have been receiving their sacraments.
- Based upon the survey and some scheduling issues encountered this year (not enough time in between sessions, kids arriving late to choir), the RE times will be changed for next year. The early session will be held from 4:30-5:45 and the late session will be held from 6:15-7:30.

Youth Ministry – *Deb Barry*

- The report was submitted electronically.
- Preparing for the Week of Service that will be held over spring break: Monday-DMARC, Tuesday-Habitat shed building, Wednesday-Habitat site work, Thursday-polish the church in preparation for Easter.
- Students are still registering for the summer mission trip—25 have signed up so far.
- Butter Braid fundraising orders will be delivered the last week of March. Youth Ministry will also be selling rosaries and jewelry in March.
- The eighth grade parent/student meeting regarding Confirmation preparation will be held on March 28th.

Building and Grounds – *Todd Richard*

- The report was submitted electronically.
- The door near the kindergarten and first grade rooms is not latching. Mrs. Hade will notify Tom Nolan.

Finance–*Lynn Ricke/Dan McCoy*

- The report was submitted electronically.

Home and School – *Stacey Dorsey*

- The report was submitted electronically.

SIAC – *Michelle Foth*

- The report was submitted electronically.

Technology—*Jennifer Raes*

- Some Chromebooks have been breaking due to the way students carry them. Dell has been contacted, and they are replacing keyboards to rectify the problem.
- Parents will be receiving a technology survey.
- Moving forward with Go Guardian.
- Some staff members will be attending a 1:1 Conference.

PPAC – *Nicole Saegh*

- The report was submitted electronically.

Pastoral Council – *Fr. McHenry*

- Two Pastoral Council members will be transferring to the new Faith Formation board.

Old Business

- A letter for parents is being drafted regarding the FACTS Tuition Management System.
- Iowa Assessment Data was reviewed and discussed.

New Business

- Lori Haigh made a motion to change the Religious Education class times to an early session held from 4:30 PM- 5:45 PM and a late session from 6:15 PM-7:30 PM. Nicole Saegh seconded the motion. All in favor/none opposed.

Executive Session

A motion was made at 9:06 PM by Nicole Saegh and seconded by Dan McCoy to enter Executive Session. All in favor/none opposed. Motion approved.

A motion was made at 10:15 PM by Lynn Ricke and seconded by Dan McCoy to exit Executive Session. All in favor/none opposed. Motion approved.

Closing Comments/Good of the Order

Lynne Ricke made a motion to accept the contract recommendations as discussed in Executive Session. Dan McCoy seconded the motion. All in favor/none opposed.

A motion to adjourn was made by Lori Haigh and seconded by Nicole Saegh. All in favor/none opposed. Meeting was adjourned at 10:16 PM.