

St. Francis of Assisi Board of Education Meeting

June 8, 2017

In Attendance: Chris Jenkins, Lori Haigh, Bill Pierson, Michelle Foth, Dan McCoy, Todd Richards, Rachel Crane, Kristin Jacobs, Katie Stock

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

Guests: None

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

Prayer – Misty Hade

Approval of Agenda – A motion was made by Lori Haigh and seconded by Kristin Jacobs to add the hiring process to New Business on the agenda. All in favor/none opposed. Amended agenda was approved.

Approval of Minutes – completed electronically

Pastor's Report – *Fr. Ray McHenry*

- 60% of Annual Diocesan Appeal has been collected. Another letter will be sent to families. It was suggested to use electronic payment or the yearly tithing card to request this payment.
- The Religious Education office will be remodeled this summer to accommodate all Faith Formation staff.
- The Communication Coordinator position has been offered to a candidate and accepted. It will be announced soon.
- The Newcomer's Coordinator position is also open and may include Volunteer Coordinator tasks.

Chairperson Report – *Chris Jenkins*

- The joint Board of Education and Parish Council meeting will be held on August 6th from 1:00-4:00 PM at the Doud Barn in Stuart.

Day School – *Misty Hade/Jennifer Raes*

- Administrators will be walking through the building with Tom Nolan to confirm the summer work list.
- Graduation was successful.
- Misty is working on grants and reports as the summer begins.
- New hires: Casey Eoriatti is moving to the new Student Support position. Mary Bethel is the new 4th grade teacher.

- The school library will be open on several days this summer. An email will be sent to families, and it will be shared on social media.
- At the St. Francis middle school dance on May 5th, students from another school were found on the roof of St Francis School. They climbed up the garage door. This is a safety issue that will be addressed at the next Building and Grounds meeting.

Preschool – *Tammy Myers*

- Linda Cross resigned, so one preschool teacher will be hired.
- The annual evaluation was shared with the board, and it is being reviewed by the preschool staff and the PPAC. Feedback was mostly positive.
- Final registration packets will be sent to families next week.

Building and Grounds – *Todd Richard*

- The report was submitted electronically.

Finance—*Lynn Ricke/Dan McCoy*

- The report was submitted electronically.

Home and School – *Stacey Dorsey*

- The budget was approved.
- The new slate of officers was approved: Kathy Bagby-chairperson, Rick Kallemeier-vice chairperson, Michelle Rice-communications, Laura Trine-recording secretary, Steve Schuler-treasurer. They are still looking for some committee heads.

SIAC – *Michelle Foth*

- No report.

PPAC – *Nicole Saegh*

- The report was submitted electronically.
- 2017-18 PPAC members were confirmed: Brianna Umthun and Emily Heaston are Co-Chairs. Class reps are Jennifer Tracey, Charity Morris Corbet, Clare Seidl, Amy Graham, Gary Uhl, Tonya Wonio, Michelle Potthoff, Becca Bahl, Sara Snyder and Liz Mead.

Technology—*Jennifer Raes*

- A survey was sent to parents.
- Used document cameras and projectors have been purchased.

Pastoral Council

- No report.

Old Business

- None.

New Business

- Committees for next year will be determined via email this summer.
- Hiring process: The St. Francis Board of Education personnel policies have not been updated since 2003-2006. These policies will be reviewed and updated, including the process for hiring and the Board of Education's role in this process.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Lori Haigh and seconded by Dan McCoy. All in favor/none opposed. Meeting adjourned at 7:56 PM.