

St. Francis of Assisi Board of Education Meeting

Thursday, September 14th, 2017

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

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

Guests: None

Call to Order – at 6:34 PM by Bill Pierson

Prayer – Bill Pierson

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

Approval of Minutes – completed electronically

Pastor's Report – *Fr. Ray*

- Update on Annual Diocesan Appeal was provided and 93,000 short of goal. 50,000 short fall was budgeted and expect to be close to that. Another appeal letter will go out.
- Remodeling projects completed on time and on budget. Carpet was replaced in 16 rooms, concrete work, office changes amongst the projects.
- Question posed as to when preschool classrooms will get new carpet – Todd will bring it back up at the Buildings and Grounds committee meeting and see if possible to do and also to do off-cycle.
- Francis Fest is October, 1st, 2017.

Chairperson Report – *Bill Pierson*

- Thanked committee members and noted the BOE is down a couple of areas so we should have time to dig deeper in to topics and policies.
- Anne Franzen is looking for volunteers for Francis Fest.
- March 4th will be the BOE coffee and donuts weekend after the 8:00 and 9:30 masses.

Day School – *Misty Hade/Jennifer Raes*

- Discussed timing of school year start date and will look at the calendar for next year as to whether there will be a change. Parent concerns about Kids Care being closed for cleaning and not having staff due to Dowling start date.
- Budget conscious as Diocese giving fees that need to be paid that weren't in the original budget.
- Discussing ways to handle student assistance/support – possible ways include special collection/drive, auction appeal, home and school budget.
- Reviewed day school responsibilities split.

Preschool – *Tammy Myers*

- Report submitted electronically.

Building and Grounds – *Todd Richard*

- Looking for feedback from administration on adding coat hooks by cafeteria.
- Completion of the work triggered by the interior and exterior inspection went well.
- Fire inspection was fine.

Finance– *Lynn Ricke*

- Katie Stock to join committee.
- June end of fiscal year so coming to a close.

Home and School – *Rachael Crane*

- Committee meets next week.

SIAC – *Michelle Foth*

- Committee meets in October.

PPAC – *Nicole Saegh*

- No report.

Pastoral Council –

- No Report.

Technology – *Jennifer Raes*

- Adam Keller will join committee.
- Technology survey completed so following up on items.
- Nine smart TVs installed.
- Technology funding discussed.
- Go Guardian is working well.

Old Business

- PPAC Recommendations for Preschool Enrollment – Board will make recommendation in October meeting.

New Business

- Policy Review – Broken down to three categories 1.) No longer pertinent 2.) Needs minor revisions 3.) Needs major revisions
 - Subcommittee to form and review/bring to each Board Meeting.
- School Calendar – Discussed during Administrator's Report.
- Intervention and Fitness Time – Day School
 - In order to address all childrens' needs, Intervention time will be 20 minutes each morning (Monday, Tuesday, Thursday, Friday) where kids will be in small groups to focus on areas such as math, reading, phonics, etc.
 - Kids may move to a difference classroom based on individual needs and groups are fluid.
 - Will use trend data to do look backs at success.
 - Fitness time aligns with the Health Kids Act and is for 2nd – 5th grades to increase their physical exercise in different ways.
- Upcoming Guests
 - Sam Martin, Parish Communications Director will attend October meeting.
 - Stephanie Larson , Talented and Gifted Teacher, will attend November meeting.

Executive Session

A motion was made at 9:00 PM by Dan McCoy and seconded by Katie Stock to enter Executive Session. All in favor/none opposed. Motion approved.

A motion was made at 9:40 PM by Lynn Ricke and seconded by Nicole Saegh to exit Executive Session. All in favor/none opposed. Motion approved.

Closing Comments/Good of the Order

October meeting will be held on Wednesday, October 11th in the Middle School science room at 6:30 PM.

A motion to adjourn was made by Lynn Ricke and seconded by Nicole Saegh. All in favor/none opposed. Meeting adjourned at 9:40 PM.

