

**Lourdes Catholic School – Board of Education**

**Thursday, September 14, 2017, 6:30 PM  
Location: Lourdes Catholic School Library  
Agenda**

**Attendees:**

	<b>Voting Members</b>		<b>Non-Voting Members</b>
x	Karen Moldt - President	x	Jennifer Alongi - Principal
	Maren Stoflet – Vice President	x	Sheryl Lackey – Business Manager
x	Kris Derscha – Secretary		Nicki Johnson – H&S President
x	Fr. Jason Crossen	x	Fr. Chis Weber
x	Tyler Edwards	x	Sarah Snyder – Teacher Representative
x	Teresa Heden	x	Cayleah Willits – Teacher Representative
x	John Leinart		Alec Clark –Athletic Director
	Steve McIntosh		Emily Andes – Director Faith Formation
x	Donica Mokokak		Open – SJV Representative
x	Brian Nikulski	x	Dave Kaney – Parish Kaney
x	Mike Puthoff		
x	Dave Reilly		

**Visitors: Tony Lemek, Myriam Wilson, Joe Camarena, Brooke Heckinger, Shannon Heck**

- 1. Call to Order – Meeting called to order at 6:34pm by Karen Moldt**
- 2. Opening Prayer – offered by Fr. Chris Weber**
- 3. Introduction of Guests – Tony Lemek (board alternate), Myriam Wilson (parent), Joe Camarena (Parent), Brooke Heckinger (Parent), Shannon Heck (Teacher)**
- 4. Approval of Agenda – Motion offered by Ms. Heden, second by Mrs. Mokokak. Motion passed.**
- 5. Approval Minutes – Minutes approved electronically by majority vote.**
- 6. Open Forum –**
  - 1. Kris Derscha –** Photo booth discussion – photos from fall festival were posted online for a brief period, unadvertised, and have since been removed due to privacy concerns. Similarly, the hard copy that was provided to the church will be destroyed.
  - 2. Joe Camarena –** Concerns regarding 4-year-old pre-k students receiving less religion because Lourdes is a state funded program. Concern with fewer prayers during instructional time. Faith is why we are here. 10hours/week must be ‘public’ education, which leaves 2 hours per week available for faith formation. Faith Fridays program is not adequate to ‘fill the bucket’ for the week. At a minimum, there needs to be prayers before meal time or snack time.  
Response: Ms. Alongi – requirement to pray before meals has been shared with three pre-k teachers. We are required to have 10 hours per week secular instructional time.

We actually provide two hours of instruction beyond that ten hours, which can be used for religious instruction. Bettendorf officials have observed Pre-K teachers praying with students before snack and have not said we need to stop. Ms. Alongi will check with teachers to make sure that there have not been complaints from parents about having prayer times. By taking money from state, we cannot turn away students of other faiths. We would need to change policy to let go of state funding. Can explore as a board going forward to determine if that is something we want to do.

Response: Ms. Lackey – We need to determine why we aren't saying prayers in class.

Question: Mr. Camarena – Can't we still have a small amount of time per day for religious education?

Response: Ms. Alongi agreed to meet with teachers to further understand issue. Will follow back up with Mr. Camarena after discussion with teachers.

Fr. Weber has requested further information on Bettendorf policies.

**3. Myriam Wilson – Question about children of other faiths in K-8. Suggests having a policy in place for new parents of children of other faiths. Tell them up front what expectations are.**

**a. Why is pre-k only four days and not five days? If teachers are paid for 5 days, why are they only teaching 4 days?**

i. **Ms. Alongi** – Teachers must assess 38 objectives which are required for each child in pre-k. There is too much work to be done in the work week to complete state requirements (Gold Assessments) without working on Saturdays. A decision was made to reduce the number of days but increase the amount of instructional time each day from 2.5 to 3 hours to allow for assessment tasks, lesson planning, of instructional time to allow for administrative tasks and for professional development to be completed.

**b. Why are other schools in 5-day programs? Why is it working there but not here?**

i. **Ms. Alongi** – We don't know that it is, they could be working Saturdays and we don't know.

**c. Comment about Kindergarten** – 25 kids in one class is too many. It's not fair to kids or to teachers. Kids who had small classes last year are not getting same attention in 1<sup>st</sup> grade with larger class sizes. (General concern for next year.)

i. **Ms. Alongi** – We send out surveys early in the year to try and get an idea of how many kids are interested in Lourdes. The number 25 is in line with public and private schools in the area. Bettendorf has capped at 22 students, but there is no aid in those classes.

ii. **Fr. Crossen** – Even though we split Kindergarten in the past, we were losing over \$100,000/year. We would not be able to sustain the school at this rate. We had to make decisions about class size to be sure we could afford the teachers and the facilities. The only way to support small class size is to raise tuition dramatically.

- iii. **Mrs. Wilson** – What are the odds that you will have two Kindergarten classes next year?
- iv. **Ms. Alongi** – We probably won't know until November when we send out another survey. Will follow back up with Mrs. Wilson once we know more.
- v. **Ms. Heden** – Need parents to 'grass roots' market Lourdes – we have family community, faith based school and we are improving.
- vi. **Mrs. Wilson** – Marketing on Arsenal page for Lourdes preschool. Problem comes with kindergarten class size of 25.
- vii. **Ms. Alongi** – We have full time aid, we are faith based, and we are family oriented.
- viii. **Fr. Chris** – May be best to advertise that if we have just 5 more kids in the future, we could split into two class sizes.

**7. Strategic Initiatives Update (Puthoff, Veit, Reilly, Snyder, Willits) – No Report**

**8. Father Crossen's Report:**

- 1. Met with Fr. Vrba about strategic plan of facilities. Fr Vrba will also get back to us about a SJV rep to LCS Board.
- 2. Facilities – Decision on the horizon - Stay where we are, or do we move facilities to another part of town – look at possibilities for next 15-20 years. Will be forming a committee to study growth and needs of Catholic people in Bettendorf. Met with Fr. Vrba – SJV is at capacity now and will have difficulty supporting more parishioners. Fr. Crossen will be putting together a committee to study needs of Catholic Church in Bettendorf. Fr. Vrba believes this is a great idea and is supportive of this initiative. Fr. Joe (LeClaire) also very supportive. Next steps to create presentation to Diocese Deanery, and present the slides to SJV parish council in November. A committee to study the community will be formed and comprised of BOE, Stewardship, Finance, Parish Council and Trustees. Proposed timeline: Data to Bishop by early winter. Next step would be to conduct feasibility study at Lourdes. Results of that would go to entire parish. General questions from meeting attendees:
  - 1. Will there be any studies for 'Bettendorf Community Catholic School'? Fr. Crossen: May lose identity with a parish - it can be harder to connect to those families. This will be a question that will come out in the feasibility study. If SJV is interested in joint school, could be explored.
  - 2. What are the possibilities of Fr. Crossen rotating out during the potential capital campaign? Fr. Crossen – hopes not; historically pastors with schools have stayed with the parish for 10-12 years. If we stay on good leadership/good path, diocese understands the need for priests to stay.

**9. Special Interest Group Reports:**

- a. Boosters/AD Report (Alec Clark) - See Report
  - 1. Jerseys – Fundraising through Adrenaline. Additionally, a \$500 and \$200 donation from anonymous donors has been received to help with costs of new jerseys and basketballs.
- b. Home & School Association (Nicki Johnson) – See Report
  - 1. Need to approve budget. Motion – T. Heden, Second – B. Nikulski. Discussion: Amazon Smiles – only \$50 targeted from Amazon. We do not know how many people are participating. We have already gotten \$25.91. Once we have a

history, we can do a better projection in future years. Scrip Goals – Last year exceeded profit expectation. (~\$16,000). Goal for this year is \$16,000 to be consistent with what we earned in 2016. Vote: Motion Passes – budget approved.

2. Email was sent about St. Nick's Shop / Bingo Night – volunteers have stepped forward to chair events.
- c. Teacher Representative: New teacher representatives beginning in September – congratulations to Miss Cayleah Willits and Mrs. Sarah Snyder.
  1. Students happy to meet with prayer buddies this month, excited to have priest/deacon visits.
  2. Curriculum night – good attendance.
  3. Middle School team building at Centennial Park at end of month.
- d. Scott County Catholic Schools Advisory Board (Donica Mokosak, Jennifer Alongi)
  1. Met 9/11: There is a new program called Quick rewards – Quick Star gas station offers points for all area Catholic Schools once you activate. Maximum rewards for all area Catholic Schools occur now through December 31<sup>st</sup>. \$10 earned for every active card after first 10 purchases.
  2. AHS request for all students to remain in bleachers during football games.
  3. All area catholic schools declined in enrollment from K to 1<sup>st</sup> grade.
- e. Assumption High School (John Leinart)
  1. High School Enrollment is up.
  2. Total enrollment in catholic schools in the county is down. (LCS is actually up for 2017/2018 school year.)
- f. Grant Writing (Teresa Heden)
  1. Meet Wednesday for SCRA grant for security cameras. Hiring Linda Wastyn to help write grants.
- g. Parish Council Report (Dave Kaney) – See Report
  1. Fall festival successful ~\$5,500 raised.
  2. Next meeting on September 26<sup>th</sup> to discuss plans for 2017/2018.
  3. Dr. Tim Gray will be at Lourdes on November 18/19. Good opportunity for faith formation. In the process of getting more information so event can be advertised.
- h. School Improvement Advisory Committee-No Report – Next meeting Monday 9/25 @ 5:30pm. Donica will attend. Student council president was invited to attend, but she is playing basketball. If vice-president can't make it, will consider moving meeting.

## **10. Religious Education Reports:**

- a. Emily Andes – Director of Faith Formation – No Report

## **11. Board Committee Reports:**

- a. Finance (Karen Moldt, Mike Puthoff, Dave Reilly Jennifer Alongi, Sheryl Lackey, Andrea McGivern) – No Report
- b. Policy & Procedure (Kris Derscha, Maren Stoflet)
  1. Schedule of Policies & Procedures to be Reviewed per Policy 212A
    1. Most policies to be reviewed this year are related to Business Manager. Will work with Ms. Lackey this year to ensure agreement before bringing policy changes to BOE meetings.

2. Class size Policy 510.3 Class Size (Second Reading): Motion Mr. Puthoff, 2<sup>nd</sup> Mr. Edwards. Vote: 1 opposed - Motion passes. Class size discussion followed:
  1. Mr. Reilly – numbers are too high. Would like a set number instead of a recommended maximum.
  2. Mr. Puthoff – supports current writing.
  3. Ms. Alongi – As principal, will use recommended maximums as maximums in practice.
  4. Mr. Kaney – jump from Kindergarten 25 max students to 26 max students at 1<sup>st</sup> grade is a large jump.
  5. Ms. Alongi – all area Catholic Kindergartens are 25. St. Paul caps middle school at 28.
  6. Mr. Reilly – Policy would scare off new parents. Class sizes appear to be too high.
  7. Mr. Nikulski – what is the number of students at which we break even. According to Ms. Lackey, this number changes every year, but last year it was 24 students.
  8. Ms. Alongi – Catholic school enrollment is declining per Andy Craig. Rarely do we have 25 8<sup>th</sup> graders that have been here through kindergarten. Currently we are thriving – this is because we made hard decisions over the past two years.
  9. Mr. Reilly – Policy should not be based on where we believe we should go. This should be our guiding policy to determine how we manage the school.

3. Review of School Name Policy 102B – 1<sup>st</sup> reading – only minor changes to fix grammatical errors.
  1. Motion Ms. Heden, 2<sup>nd</sup> Mr. Edwards. Motion passes.

- c. Public Relations / Marketing (Tyler Edwards) – See Report
  1. Facebook and Instagram are taking off. 23,000 “post engagement” in one month. If you click like, comment, share, etc., this counts as post engagement.
  2. Working on Website design – Timeline proposed just after 1<sup>st</sup> of year.
  3. Working on Marketing Survey – coming soon.
- d. Executive (Karen Moldt – Chair) No report
  1. Beginning next month, must enter through Jr. High doors for BOE Meetings. (Doors closest to Giving Tree.) Will confirm prior to next meeting.

**12. Principal Report – See Report**

1. Trivia Night – Not supposed to be a fundraiser, but we do make some money on it. Would like to donate funds to a cause. Plan to donate to Catholic Charities for hurricane relief. Board was agreeable to this – no formal vote, but did receive positive commentary.
2. Building and Grounds – question from a concerned constituent: When will the GAGA Pit opened back up? Wood chips and dirt were an issue. Floor for pit is on order.

**13. Business Manager’s Report – See Report**

1. 4YO program – submitting numbers to state.
2. Hired custodian part time for school.

3. Sharing kitchen staff with diocese. This seems to be working well.
4. All child care positions have been hired.
5. Bookkeeper hired in May has resigned without notice. Have hired a temp.

**14. Old Business or New Business:**

1. Meeting with Dr. Morrison – should have a closing prayer on the agenda. Also, should have the agenda posted (hard copy, electronic, or both) before the meeting.
  - Will post a generic agenda to the webpage

**15. Adjourn regular session-** Motion: Ms. Heden, second: Mr. Edwards; motion passed.

**16. Closed Session – None**

**17. Closing Prayer – Offered by Fr. Jason**

**17. Adjourn 8:15pm**

**18. Future Meetings – 6:30pm in LCS Library unless otherwise noted**

- October 12, 2017
- November 9, 2017
- December 7, 2017
- January 11, 2018
- February 8, 2018
- March 8, 2018
- April 12, 2018
- May 10, 2018
- June 14, 2018

## Athletic Boosters Report

### Booster Meeting - September 2017

The girl's basketball season began on September 11th at JFK. We have two teams: a sixth-grade team and a 7th/8th grade team. The sixth-grade team is coached by Matt Hayes and the 7th/8th grade team is coached by Kevin Halligan. Both teams began with a victory and will play at St. Paul's tomorrow night. The season will conclude on October 19th @ St. Joes

Volleyball teams will begin practicing in October. I will be meeting with coaches on September 20th to discuss team numbers and best path to move forward with the season. I am still on the lookout for a sixth-grade volleyball coach. The current path is looking like 1 sixth grade team and 2 teams with 7th and 8th graders combined. However, nothing is set in stone right now. The volleyball coaches we have signed up are Kathy Rolf and Allison Courville. All girl's basketball and volleyball coaches are VIRTUS trained and have completed requirements with the National Federation of High Schools.

A sign-up genius has been sent out to parents on September 13th to assist with workers for the concession stand and the ticket booth. An option was brought up to send out to Assumption in order to ask for assistance with this. I have spoken with other ADs in our diocese and they have used this method before, but had a few incidents happen (I can explain more if anyone would like further clarification). I am hoping we can fill these spots with our families here at Lourdes.

A fundraiser is ongoing with Adrenaline Fundraising in order to assist with raising funds for new girls and boy's basketball jerseys. I am very happy with the support that has been had for this with many families personally donating to getting new jerseys for the girls and boys basketball teams as we did with the volleyball teams last year. All jerseys will be purchased through Linda Mosher and LogoPro.

The first race meeting was held last month with good attendance. There was a lot of good discussion and items to discuss in moving forward with the planning of the race. As we move forward and solidify decisions, these will be shared with the board.

If there are any questions, please let me know.

Respectfully submitted,

Alec Clark

**LOURDES HOME AND SCHOOL  
REPORT FOR LOURDES SCHOOL BOARD  
September 2017**

***Mission Statement: It is the mission of the Home and School Association of Lourdes Catholic School to support the school and all of those within through fundraising, volunteer coordination, and parental and parish involvement.***

**Community Development:**

Upcoming Events:

- Book Fair (Oct 2<sup>nd</sup>-5<sup>th</sup>)
- Trivia Night (October 13<sup>th</sup>)
- Trunk or Treat (TBD – Tentative need to work this out with middle school teachers)
- Donuts with Dad (Nov 13<sup>th</sup> tentative)
- St. Nick's Shop (Nov 27<sup>th</sup> – Dec 1<sup>st</sup>)

Recently Completed Events:

- New Family Orientation Night
- Welcome Back Teacher Luncheon
- Unpack the Backpack
- Welcome Back Coffee
- Kindergarten Breakfast
- Popsicles in the Park

**Administrative/Communication/Staff Support:**

- We have had a great start for the new school year. We have had a lot of volunteers stepping up to organize events, recruit volunteers, begin fundraising and welcoming families.
- Working on filling all Service Chair positions for events, if we don't have a chair we will not hold the event this year.

**Treasurer (Karen Moldt/Mary Guy):**

- Need approval of the 2017-18 Budget – see attached budget for review.
- Transitioning Karen Moldt out of the Treasurer position this month.

**Fundraising (Donica Mokusak/Aimee Ruhl/Chrissy Hayes/Brooke Heckinger):**

- Scrip Update:
  - SCRIP profit goal for 2017-18 is \$16,504
  - SCRIP sales goal for 2017-18 is \$400,000
  - We do not have August sales numbers yet.
- Box Tops:
  - Need to publicize this more. Earns us about \$1000/year on average.
- Starry Night:
  - Please spread the word to Save the Date for Saturday, March 3<sup>rd</sup>.

**Volunteering (Brooke Heckinger/Carla Lemek):**

- NEED VOLUNTEERS. All volunteer opportunities can be found on the school website.  
[http://www.lourdscatholic.org/Page/Parent\\_Volunteers.aspx?nt=21](http://www.lourdscatholic.org/Page/Parent_Volunteers.aspx?nt=21)



- Specifically, we need Recess supervision, Lunchroom supervision, Athletic Boosters, Corporate Fundraising, End of School Picnic, Kids Service Committee, Spirit wear and Yearbook volunteers.
- We have been spreading the message about the school's expectation that families volunteer at least 10 hours during the school year.

**Hospitality (Lindsey Jennings/Kelly Kruck):**

- Preparing for upcoming Donuts with Dad in November. This is a new event this year. It should be lots of fun!

**Room Parents (Meghan Cornish/Amber Edwards):**

- Looking for new room parents for 2017-18. Still need a room parent for 8<sup>th</sup> (Hintze) and 5<sup>th</sup> (Ashby) grades.

**Family Ambassadors (Angie Kaney/Anne Camarena):**

- Held multiple events to start off the school year. Lots of feedback from new families that they feel welcome and informed.

**Publicity (Kris Girskis):**

- Continuing FB, newsletter and variety of other communications.

## Teacher Report

### **School-Wide Highlights:**

- First Prayer Buddy activity was September 8th to sign the Buddy Pledge and created a Buddy Card.
- Students sat with Prayer Buddies during Mass this week.
- First Round of Priest and Deacon visits
- Successful Curriculum Night in grades PK 8th grade

### **Classroom Highlights:**

**Pre-K-** We had Dave from the Wapsi Educational Center visit pre-k last week. He talked to the students about a turtle, a screech owl, their environments, habitats and more. Our first unit will be about trees so his visit tied in with our unit. We started our letter of the week with letter "L" today.

**Kindergarten-** We are moving through a full day of academics, social time, dancing, singing, and getting to know our everyday routines and procedures. Students are adjusting to kindergarten and expectations. They love going to specials and having three recesses. This year will be busy and fulfilling.

**First grade -** We have had a great start to the school year. This week we took our first math test over addition. In social studies we finished up our first lesson on how to get along in school and every also shared a "ME" bag to introduce themselves to each other. The big change in first grade is students now get their very own desk, instead of working at tables, so we are working on how to stay organized too.

**Second grade-** We have been working a bunch on classroom routines and getting used to being in the second grade classroom with a new teacher (to them). We also worked on our "circle of grace" curriculum during our religion times last week. In math, we took a pre-test over chapter 1 and are currently working on lessons that the students needed re-enforced from last year. In reading, we enjoyed reading A Bad Case of Stripes and we talked a lot about how others can influence our lives in good and bad ways because in the story, the main character refuses to eat her beloved lima beans because she perceives this to be too uncool for her friends at school and ends up with "a bad case of stripes" that is only cured once she eats lima beans. In social studies, we are getting ready to learn about communities and in science we are ready to start to look at a variety of materials we have on earth.

**Third grade-** We have been working with magnetic force. The children have been working with magnets and paper clips, collecting data and making predictions. In math we are reviewing our addition and subtraction facts and are learning about estimating in addition and subtraction. We have had fun watching caterpillars turn into Monarch butterflies.

**Fourth grade** - We have started Math Journals this year. Students are given a story problem prompt and together they work through the problem to lead into the unit or lesson to ignite background knowledge. During Language Arts, students have participated in stations to further practice conclusions and inferencing skills. In Science, students are continuing to learn about Living Systems. Each Wednesday, I have “Lunch Bunch.” I have a different group of students eat lunch with me in our classroom. This is a great way for the students and I to get to know each other and build our classroom community. This Thursday is our first Class Mass with Father Crossen. The students are very excited and have been looking forward to it.

**Middle School** - On Friday Sept. 29th the 6-8th graders will travel to Veteran's Memorial Park for their annual Team Building Day. Jen Best from the Iowa State Extension Office will join them and with the help of Mrs. Johnson, lead small groups in team building activities. Students will also rotate through other activities led by the homeroom teachers and finish out the morning having lunch at the park.

**Library-** Book Fair is October 2-6<sup>th</sup>

## Assumption High School Report

Assumption High School Report      9/11/17

- The first AHS Board of Directors meeting of the year was held on 8/22/17. We all went through a board orientation.
- The AHS year-end 2016/2017 numbers were reviewed. It was a good year with the school ending up in the black. There were some unexpected expenses in the year, but this was managed well.
- The annual Fr. Ken Martin Golf Outing was held at the end of Aug... more than \$23,000 was raised.
- AHS enrollment is at 443 (the 2017/2018 budget was assuming 428.... so numbers are higher than expected).
  - Freshman = 119
  - Sophomore = 114
  - Junior = 110
  - Senior = 100
- The total Scott County Catholic School enrollment (K-12) is down 26 as compared to last year. 19 of the 26 loses came from the size of this year's 1<sup>st</sup> grade class. This will be a topic of discussion at the next principle's meeting.

## Marketing Report

September 2017

**Web Redesign update:** We are still bidding out the website redesign. Once we have the bids we will seek approval for the cost of the redesign. Once we have approval I plan to form a working group to help with what we would like on the website.

**Parent Survey:** I plan to send out the survey that was included with the last report once I have approval.

Social Media Update:

### **Facebook:**

- 705 followers

August 15 – September 11 Stats

- Page Views- 400 (79% increase)
- Reach- 11,940 (46% increase)
- Post Engagements- 22,880 (187% increase)

### **Instagram:**

- Started in August
- 35 Followers
- Pastors from other local churches are liking our posts

### **Snapchat:**

- I spent \$5 to have it live for 4 hours.
- 20 parents used the filter.
- 302 people viewed a photo with the logo.

## Business Manager Report

September 14, 2017

Faith formation board

- 1) Preliminary Financial Statement – *please note that bank accounts have not been reconciled yet.*
  - a. August 2017 – total school income \$111,442
    - i. \$13,579 from health & 401k reimbursement EOF
    - ii. \$12,679 4 YR old reimbursement
  - b. Total school expenses \$169,034
  - c. Net Loss for School (**\$57,592**)
  - d. Income/Expense for School Associations, included in above
    - i. **Net Loss \$10,209**
    - ii. Apple computers purchased/expensed August
- 2) Profit/Loss Year to Date LCS

a. Total Income	\$419,752	Budget	\$298,546
b. Total Expense	\$337,741	Budget	\$330,406
c. Net Surplus	\$82,011	<b>Budget</b>	<b>\$31,860</b>
- 3) Account Receivables
  - a. Covenant letters were sent from Father Jason for 2017-2018.
    - i. Only 32% returned from Lourdes Parish families
  - b. We have 2 families in collection for non-tuition and childcare.
  - c. We have 6 families with balances older than 60 days.
  - d. 9/11/17 lunch reminders went out
    - i. Minor issue with JMC, being resolved.
- 4) Construction Updates
  - a. 9/23/17 new roof top units for the school will be installed on a Saturday, work to begin Friday after 3:34.
  - b. Big Toy is not available 9/22-9/24.
  - c. New artwork for PAC on order, Monastic Icons.
- 5) 4 Year Old detail 2017-2018 has not been received yet.
  - a. We are working on July & August calculations to be submitted.
  - b. 2016-2017 – We received 90% of all 4 YR Program Cost, LCS expensed 10% 4 YR Program Cost.
- 6) Staffing Changes
  - a. Michele Rhoades, bookkeeper resigned, no notice.
  - b. Temp employee here through Accountemps.
  - c. PT custodian hired LCS.
  - d. PT kitchen staff, sharing employee with Chancery.
  - e. PT child care workers hired.

## Policy and Procedure Review

### 2<sup>nd</sup> Reading: Policy 510.3 Class Size

Lourdes Catholic School understands the importance of the educational needs of its students for their academic, behavioral, social and spiritual development. The determination of class size will take the following considerations (in no particular order of importance):

- a. Age, curriculum, achievement and grade level
- b. Nature of instructional program
- c. Number of adults available to assist the program, including professional aides and certified instructors
- d. State regulations and school credentials needed to maintain accreditation
- e. Instructor credentials, skills, experience and administrative recommendations
- f. Financial needs of Lourdes Catholic School to remain a viable institution

The recommended maximum number of students per class per grade is:

- K-1: 25 students
- 2-5: 26 students
- 6-8: 28 students

*Note: The above guidelines are recommendations, not requirements. The Administrator will determine if additional full or part time staffing is required, based on factors such as class size and instructional need. Recommendation for additional staffing will be presented by the Administrator to the Executive Committee of the Board of Education for consideration. If the Executive Committee approves the recommendation, it will then be presented to the full Board of Education for approval.*

1<sup>st</sup> Reading:

### **Current:**

#### **Policy 102B**

#### Education Philosophy

#### **Name of School**

This school is organized and known as Lourdes Catholic School and is under the direction of the Diocese of Davenport which is located in Scott County and the state of Iowa.

**Proposed Change:**

**Policy 102B**

Education Philosophy

**Name of School**

This school is organized and known as Lourdes Catholic School. Located in Scott County Iowa, it operates under the direction of the Diocese of Davenport.