

Lourdes Catholic School-Board of Education

Thursday, June 14, 2018-6:30 PM

Location: Lourdes Catholic Library

Meeting Minutes

	<u>Voting Members</u>		<u>Non-Voting Members</u>
X	Maren Stoflet - President	X	Jennifer Alongi - Principal
X	Tyler Edwards – Vice President	X	Sheryl Lackey – Business Manager
X	Steve McIntosh– Secretary	X	Angie Kaney-H&S President
X	Fr. Jason Crossen		Fr. Chris Weber
	Nicki Johnson	X	Sarah Snyder – Teacher Representative
X	Kurt Tressel	X	Cayleah Willits – Teacher Representative
X	John Leinart	X	Alec Clark –Athletic Director
X	Tony Lemek		Emily Andes – Director Faith Formation
X	Donica Mokosak	X	Dave Kaney – Parish Council
X	Brian Nikulski (and SJV Representative)	X	Mark Martinez
X	Karen Moldt	X	Danielle Behnke
X	Dave Reilly		

1. **Call to Order** - Meeting called to order at 6:31 PM by Maren Stoflet
2. **Opening Prayer** - Offered by Fr. Jason
3. **Introduction of Guests**
4. **Approval of Agenda** - Motion offered by Dave Reilly, second by Karen Moldt, approved by board.
5. **Approval of Minutes** - May meeting minutes approved electronically
6. **Open Forum** - Nothing presented in open forum
7. **Strategic Initiatives Update** (Presented by Dave Kaney):
 - a) Discussed the existing framework for the Parish, which is a living document; Mike Puthoff and Dave Kaney met to try and incorporate school plan with the Parish plan.

- b) Since there has been a large turnover of people, moving forward—a new group of people will need to take ownership.
- c) Question from Karen Moldt: Going forward do we need a Parish Council representative and BOE representative? (Question from Sheryl Lackey)—Do we need a committee? Dave Kaney responded probably not a committee, and Maren Stoflet responded - unless there are actionable items that need to be addressed.
- d) Jenifer Alongi said she could be the BOE “liaison” for the Parish Council meetings— This person will report back to the BOE. Because Ms. Alongi is not an OLOL Parish member, this will need to be reviewed to see if acceptable.
- e) Fr. Jason commented on the length of time of BOE meetings and how they shouldn’t be bogged down with strategic planning notes and full discussions – meetings should be less than 90 minutes.

8. **Fr. Jason Report**

- a) Update on St. John Vianney-Our Lady of Lourdes future plan. The reports will be brought to the Bishop.
- b) He commented that there is approximately \$3.5-4 million dollars in system needs for the school (HVAC-Boiler, etc.)
- c) He discussed “Vision 20-20 From Pentecost to Pentecost”—Bishop Report for the Diocese of Davenport—more info in the church bulletins.
- d) He further commented on the gap in educational youth ministry at Lourdes— Emily Andes, Fr. Chris, Fr. Jason, and Cheryl Lackey to get a clear and focused position to beef up the youth program. Hope to have clarified position advertised; potentially this summer.
- e) Lastly, Fr. Jason updated on the OLOL Parish office taking over the “other half” of the “Little Lancers” building on Mississippi Blvd. Planning that Parish staff should be moved in July 1st.

9. **Special Interest Group Reports:**

a. **Boosters/AD Report (Alec Clark)**

- i. Alec commented that as in years past, there may be athletic events which take place on evenings of “in-service” days.
- ii. Maren Stoflet asked if the Fun Run is planned to be moved along with the new Fall date (Sept. 22)? Alec Clark responded no, because the QC Marathon is that weekend. Alec to send out another email to families coming up concerning the Fun Run (Aug. 25) and to encourage sign-up.
- iii. Dave Reilly asked about athletic eligibility. It was answered that Lourdes students must maintain at least a C- (or above) to compete (general discussion).

b. **Home & School Association (Angie Kaney)**

- i. Highlights—budget meeting next week
- ii. 1st Day School Supplies ordering information went out—Lourdes receives \$2 for every student kit ordered. Deadline 6-30-18.

- iii. Lourdes Calendar of events—Nice summary of events that take place during the school year—will be continually updated throughout the year.
- iv. Question about Scrip from Karen Moldt to Donica Mokosak. Suggested to promote selling Scrip every Sunday and put information in the bulletin.
- c. **Teacher Representatives (Sarah Snyder and Cayleah Willits) – No Report**
- d. **Assumption High School (John Leinart)**
 - i. John shared there had been discussion of the diversity of AHS students vs. the AHS Board—Not lining up; 25% non-white students at the school—the AHS Board does not reflect this.
- e. **Grant Writing Committee**—Committee position still open
 - i. Mike Puthoff will assist with this but still need BOE member to chair.
- f. **Parish Council Report (Dave Kaney)**
 - i. Kelly Wernke took the Faith Formation lead
 - ii. Fall Festival communication—Aug 25th is date currently....Sept. 22nd is the new date being looked at. Discussion to have more games outside instead of in the classrooms.
- g. **School Improvement Advisory Committee (Jennifer Alongi/Donica Mokosak)**
 - i. Jennifer Alongi spoke of continuing with the same 3 goals (SIAC Goals). They will plan to meet again in September after the school year begins.
 - ii. Brian Nikulski asked about getting greater collaboration between Lourdes and SJV. Jennifer Alongi stated that Lourdes does not get many SJV families that send their children to Lourdes for Kindergarten. She would like to see SJV PreK staff recommend Lourdes Catholic School. She also commented that Lourdes has tried to do things with SJV families—most with low attendance. Dave Reilly commented that SJV has an excellent Religious Education program--part of the SJV culture. Brian Nikulski to move the conversation further with SJV.

10. **Religious Education Reports – None**

11. **Board Committee Reports**

- a. **Finance Committee** - Sheryl to cover in her business report later in the BOE meeting
- b. **Policy and Procedure – None**
- c. **Public Relations/Marketing (Tyler Edwards)**
 - i. Tyler-met with the team and discussed what worked well and what did not last year
 - ii. They have generated a calendar so they are more prepared for future events-this will be sent out to families.
- d. **St. John Vianney Update (Brian Nikulski) - No Report**
- e. **Executive (Maren Stoflet)**
 - i. Maren talked about meeting format and what we should discussing in the meetings versus committee work —possibly form additional committees,

some can be shorter-term, for outside the BOE meetings in order to make the most efficient use of our monthly meeting time.

- ii. Committee Chairs and members being worked on where there are needs. Grant writing is in most need —Karen Moldt offered to do grant writing, but wouldn't be able to also do Policies and Procedures. This is a possibility, and would then be looking for someone to do Policies and Procedures.
- iii. Parish Council representation by a BOE member was discussed.
- iv. New Board Member training: What to include? Have alternated between having Dr. Lee Morrison present from the Diocese of Davenport BOE and going over presentation amongst the BOE members. Plan to do internal presentation at next BOE meeting in August.

12. Principal Report (Jennifer Alongi)

- a. Enrollment at 219 for K-8. Preschool and Pre- K lagging from last year—need more to fill afternoon class.
- b. Splitting 6th grade into 2 homerooms—worked with Cheryl on budget, Finance Council will still need to approve. The half-time hire will be the Spanish teacher.
- c. Mrs. Paul accepted the SAM position.
- d. Asking for a full-time 3rd grade teacher - Sheryl's report will show how it impacts the budget.
- e. Jennifer Alongi commented on a couple other families who want to tour Lourdes (as well as the Davenport Schools).
- f. Meeting dates for next year—(Maren) may be able to do earlier start time to help with peoples' schedules. (Fr. Jason)--Thursday dates are becoming harder for him to meet. Like to move in the direction of the Parish monthly meetings on Tuesdays. Jennifer Alongi to email the new dates for Tuesdays and an email vote to set the schedule.

13. Business Manager Report (Sheryl Lackey)

- a. Budget is extremely tight
- b. We have had a good year—we are going to buy some of the items before June 30th for next year. Textbooks are a big expense, as well as computers. Prepaying about \$35,000.
- c. Budget is based on the current 219 students
- d. Maren Stoflet commented that there are 2 things to approve:
 - i. Karen Moldt motions to approve amended budget; John Leinart 2nd. Motion passed.
 - ii. Karen Moldt motions to approve for new salaried teacher; Dave Reilly 2nd. Motion passed.
- e. Sheryl Lackey commented more enrollment last year than what we budgeted, more 3 year olds in the program last year which bolstered the bottom line for the year.

- f. Update: The new roof is done. Working now on Per Mar Security. The blacktop will be happening this summer. Additionally, new handicap accessible doors on south side of the church should be installed this summer.

14. **Old Business or New Business:** None

15. **Closing Prayer:** Offered by Fr. Jason

16. **Adjourn Regular Session:** Motion to adjourn regular session offered by Brian Nikulski, second by John Leinart, approved by Board at 8:08 PM

17. **Closed Session:** Motion to enter closed session offered by Tony Lemek, second by Donica Mokosak, approved by Board at 8:10 PM

- Student Issue
- Staffing Issue

18. **Adjourn Closed Session:** Motion to adjourn closed session offered by Dave Reilly, second by Donica Mokosak, approved by Board at 8:24 PM

19. **Future Meetings**

a. (Approved electronically as of June 30, 2018)

- Tuesday, August 21, 2018, 6 PM
- Tuesday, September 18, 2018, 6 PM
- Tuesday, October 16, 2018, 6 PM
- Tuesday, November 20, 2018, 6 PM
- Tuesday, December 18, 2018, 6 PM
- Tuesday, January 15, 2019, 6 PM
- Tuesday, February 19, 2019, 6 PM
- Tuesday, March 19, 2019, 6 PM
- Tuesday, April 16, 2019, 6 PM
- Tuesday, May 21, 2019, 6 PM
- Tuesday, June 18, 2019, 6 PM