

Lourdes Catholic School-Board of Education

Tuesday, November 20, 2018-6:00 PM

Location: Lourdes Catholic Library

Meeting Minutes

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

1. **Call to Order** - Meeting called to order at 6:03 PM by Tyler Edwards
2. **Opening Prayer** - Offered by Fr. Jason
3. **Introduction of Guests:**
4. **Approval of Agenda** - Motion offered by John Leinart, second Karen Moldt, approved by board.
5. **Approval of October minutes:** Motion to approve with modifications; 1st Karen Moldt, 2nd Donica Mokosak
6. **Open Forum** - Nothing presented in open forum
7. **Fr. Jason Crossen Report / Fr. Chris Weber Report**
 - a) Meitler Group-study on what is best for Catholic schools going forward

- b) Marketing, getting more people to church, higher teacher salaries, create centralization to make things easier, still figuring things out.
 - c) No major changes
 - d) How to work better together in Scott County
 - e) Fr. Jason mentioned he was very impressed with the Meitler Group
 - f) Have interesting data—confirms everything we have done in the Bett. Catholic Studies—Growth is all in Bettendorf. Davenport has pockets of growth.
 - g) Lots of challenges to meet the demand of where people want to live and work
 - h) Bett. Catholic Study committee will be meeting again; discuss how to move forward with the Bishops recommendations
 - i) Finance council need to get people to understand they need to invest more in school and church in order for increased viability
 - j) Faith Formation Room will be turned into chapel for prayer. Low cost renovations.
8. **Special Interest Group Reports:**
- a. **Boosters/AD Report (Alec Clark)-**
 - i. Using Team Snap app. Upgrade desired by Volleyball coaches.
 - ii. It is \$9.99 per month...(3 teams) be \$30 per month.
 - iii. Wise investment doing it per month in lieu of the year
 - iv. Eliminates a lot of headaches in communication between coaches/parents
 - v. Sheryl said she would support, maybe Home and school could pay this year?
 - vi. There are other apps but it is consistent with FLK (Future Lady Knights)
 - vii. Approve Boys basketball \$60 total for January and February
 - viii. Motion to approve Team Snap: 1st John Leinart 2nd Dave Reilly. Motion carries.
 - ix. Bring to budget next year
 - b. **Home & School Association (Angie Kaney)**
 - i. Lindsay Jennings exploring Kindergartener for a day. Used as a tool to recruit pre-K into Kindergarten. Ideally would take place in February.
 - ii. Christmas Program-like to offer a DVD recording of the show. Charge \$15 for the DVD (cost \$10). Gently encourage parents to not record on their own. Hope to be able to turn around the DVD's before the Christmas break.
 - 1. Concerns: "No photo kids" are not included, (2) Miranda to review the DVD before it goes out. (3) Put a small contract together for T2 productions
 - 2. Fr. Jason asked about copyright laws on songs that will be sung that cannot be disseminated.
 - 3. T2 would like to have at least 30 DVD's ordered (minimum #)

4. Pre-K, K-4 grades
 5. 5th-8th band and choir as well
 6. Excess funds used for gym things (balls, equipment, etc.).
- iii. Lourdes had an excess of funds in our fundraising *Starry Night*.
1. \$32, 000 reserved but not yet spent.
 2. Keep a \$10,000 reserve in the account in case the event doesn't do well
 3. Excess of \$16,000 in fundraising account plus \$4000 in the Scrip account; a total of \$20,000.
 4. Sheryl said H&S will put in the Building School fund Finance council approved this today.
 5. Karen Moldt asked if they left the field trip \$\$ in the account-- \$5000. To which Angie Kaney replied Yes.
 6. Ms. Alongi asked if the excess can be used for curriculum costs?
 7. Karen Moldt asked about new Social Studies curriculum being updated.
 8. Ms. Alongi said it is a priority, not sure if it has been assigned.
 9. Ms. Wilson (guest) asked about some of this going towards the math program. Ms. Alongi said she can go to Finance Council to ask for money to update the math and social studies curriculum
 10. Dave Reilly comments what to do with this \$20,000, he is wondering what is going on with the \$32,000 that is earmarked since it's been 10 months. Cheryl said science curriculum has been delayed. Drinking fountain upgrade have went round and round, but now there is action.
 11. Angie Kaney comments we should be more streamlined next year Have learned a lot this year
 12. Angie stated that she would retype the report and resend to members

c. **Teacher Representatives (Cayleah Willits)**

- i. Iowa Assessments
- ii. Teachers getting ready for different projects

d. **Scott County Catholic Schools Advisory Board**

- i. Met last Monday
 1. Talked about tuition -potential 4.8% increase for Catholic schools next year
 2. They would like to eliminate fees, roll into the tuition—this will not be for next year, but maybe in 12 months
 3. Ms. Alongi said they talked about fees being the same for all Catholic schools

4. Fr. Jason talked about the Meitler Group views about tuition models to use in the future—like a college model. Current model everyone is at the same tuition model. Is that wise? Good questions to ask. What is the worth of Catholic education?

e. **Assumption High School (John Leinart)-**

- i. Spoke of the meeting with Meitler Group
- ii. Cost per pupil numbers (that were shared in the Meitler Group meeting) are in John's report. Lourdes is clearly different, we are higher per student
- iii. Ms. Alongi commented our teachers are paid more and class sizes are smaller
- iv. John Leinart would like to see some additional data. Sheryl said she could do more detail on expenses, go to Andy Craig as well, and check with the other principals.

f. **Parish Council Report (Kurt Tressel)-**

- i. November 27th next meeting
- ii. Highest enrollments at Lourdes was between is 1961-65 and '93-'98

g. **School Improvement Advisory Committee (Jennifer Alongi/Donica Mocosak)**

- i. There was no report

9. **Religious Ed. (Emily Andes)**

- a. 1st Reconciliation workshops
- b. Confirmation going on as well
- c. ALPHA continues to be strong for the first year
- d. 15 people have expressed an interest in doing the RCIA program.

10. **Board Committee reports**

a. **Finance Committee** - Meeting soon for budgets (said Tyler Edwards)

b. **Policy and Procedure – Tony Lemek**

- i. Second reading 360A-*Contract Renewal/Non-Renewal*
 1. Karen Moldt asks what date works for the school
 2. Ms. Alongi said it makes no difference to her
 3. Karen Moldt asks if school is ok with April 15th. Ms. Alongi said yes
 4. Last sentences needed to update the verbiage –crossing out “provost” and “FFC”
 5. Sheryl says the contract needs to be returned to the “Pastor” (“not Board of Education”)
- ii. Approval for 2nd reading with changes; 1st Donica Mocosak, 2nd John Leinart.

c. Second Reading Policy 303B-*Administration/Contract-Teachers*

1. Remains as-is except to capitalize the word “Pastor”

2. Motion for approval: first Donica Mokosak, second by John Leinart second reading passes
- ii. 501A-*Admissions*-Third reading—no changes
 1. Motion by John Leinart, 2nd Kurt Tressel approved 3rd reading
 2. Motion passes
- iii. Policy 350.1A-*Administration—Second Reading*
 1. A few edits were made “eight” members to “seven”
 2. Verbiage “Board of Education” instead of “3 Board members”.
 3. First, Dave Reilly second by John Leinart. Passes 2nd reading
- iv. 360B-ADMINISTRATION (Staff/Personnel Grievances)
 1. Sheryl recommends removal of 360B and use 364G (Diocese policy)
 2. Karen Moldt says we are tabling this reading
- v. 506.1B-Student Personnel (Suspension/Expulsion)
 1. Ms. Alongi says she does not expel students
 2. It would need to go to the Board recommending expulsion.
 3. Verbiage has crossed out
 4. Table this 1st reading of 506.1B—Need to review *Diocese Policy 505*
 5. “Principal/ Administrator” should be added...to be consistent
- vi. 506.1C-Student Personnel (Student Due Process)--First Reading
 1. Crossed out “LCS” and wrote “Lourdes Catholic School”
 2. Be consistent with “Principal/Administrator”
 3. Motion to approve...1st John Leinart, second Kurt Tressel
 4. Passed with NO CHANGES
- d. **Grant Writing**
 - i. No report
- e. **Public Relations Marketing (Tyler Edwards)**
 - i. STEAM Fundraiser (See Tyler’s Marketing notes that were emailed)
 - ii. Newsletters-republish/refresh and put in the bulletin
 - iii. Karen Moldt suggested passing something out at the Christmas Concert for STEAM
 - iv. Organizing the pages of the websites—in process (revived-both church and school)
 - v. Main landing web page where you can go back and forth between the church and school.
 - vi. Have app capability that will be mobile friendly
- f. **St. John Vianney Update (Brian Nikulski) -Not present**
 - i. No formal report (just notes he sent to Tyler via email--Tyler stated he would forward the email onto the full board)
- g. **Executive (Tyler Edwards)**

i. Nothing additional

11. Principal Report (Jennifer Alongi)

- a. Hiring Kayla McIntosh pre-K for remainder of the school year
- b. Donica Mokosak asked about math screener.
- c. Ms. Alongi commented we don't have a real state approved rigorous screener. Need to figure out what screener we want to use and figure out how to identify gaps.
- d. Dave Reilly asked where the capacity numbers for each of the Catholic schools came from? Ms. Alongi responded physical capacity of the building. All providing comparable data with other Catholic schools.
- e. Karen Moldt said 85-95% is the range you want to be at.
- f. Ms. Alongi thanked Ms., Willits for all her hard work with mock trial

12. Business Manager Report (Sheryl Lackey)

- a. Scrip going very well
- b. Kitchen we need to replace a fire panel—needs to be done when school is not in session
- c. October was a good month for school. Parish lost money but school made money. \$19,000 in SJV support. And \$36,000 Scott County Grant for Security cameras

13. **Closing Prayer:** Offered by Ms. Alongi

14. Adjourn Regular Session:

- a. Motion to adjourn offered by Donica Mokosak, second by Karen Moldt-7:38 PM

15. Future Meetings

- 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

