

Lourdes Catholic School – Board of Education

Thursday, January 18, 2018, 6:30 – 8:30 PM

Location: Lourdes Catholic School Library

Agenda

	Voting Members		Non-Voting Members
x	Karen Moldt - President	x	Jennifer Alongi - Principal
x	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
	John Leinart	x	Alec Clark –Athletic Director
x	Steve McIntosh		Emily Andes – Director Faith Formation
x	Donica Mokosak	x	Brian Nikulski - SJV Representative
x	Brian Nikulski		Dave Kaney – Parish Council
	Mike Puthoff	x	Tony Lemek – Board Alternate
	Dave Reilly		

- 1) **Call to Order** 6:31 pm by Karen Moldt
- 2) **Opening Prayer** – Offered by Fr. Jason Crossen
- 3) **Introduction of Guests** Mr. Brent Morlock – City Engineer, City of Bettendorf
- 4) **City of Bettendorf Presentation on planned traffic pattern changes in 2019 resulting from bridge construction**
 I-74 will remain open in 2019, though lanes will be restricted. Many contractors active on project. New bridge is 3x wider than current bridge and 80 feet taller than current bridge. There is a 10-15 foot recreational trail cantilevered over bridge. In 2018 – not much disruption to traffic. One day closure of Mississippi Blvd on a Saturday in February to set steel beams under the bridge. Beginning March/April 2019, heavy construction will begin on I-74. Details will be forthcoming as we get closer to the date of construction.

 Resurfacing Middle Rd – similar to what was done on Devils Glenn – 23rd. This will be done from 23rd to I-74. Additional work on Middle Rd near the new Bett Plex.

 Targeted Construction End dates: Contract language is rough – many incentives to complete early/on time. Contractors have shared incentives and are encouraged to work together. Target Thanksgiving 2019, westbound span of new bridge will be open. Eastbound will be done a year later. Current I-74 bridge will come down at the end of 2021.
- 5) **Approval of Agenda** Motion by Ms. Heden, Second by Mr. Edwards. Aye/Nay/Abstain – 9/0/0. Agenda approved.
- 6) **Approval Minutes** – December meeting minutes previously approved

7) Open Forum - None

8) Strategic Initiatives Update (Puthoff, Veit, Reilly, Snyder, Willits) – No Report

9) Father Jason Report

- a. From February through May, Our Lady of Lourdes will host a Seminarian intern, James Flattery, from Mundelein in Chicago. Fr. Crossen will become adjunct professor in order to host our new intern.
- b. Update on committee studying Bettendorf Catholic community – Invites for Lourdes committee members went out last week. Fr. Vrba has invited 13 members from St. John Vianney; Fr. Crossen has invited about the same number from Our Lady of Lourdes. The committee will meet 1-2x per month through May to gather data first about the Catholic Church and Catholic School in Bettendorf. From data collected, the committee will be asked to envision a few scenarios of how the future could look. These will go back to parishes and the diocese for discussion.
- c. Update on discussions with Father Vrba regarding financial support from St. John Vianney – St. John Vianney has been increasing their donation back to LCS each year; excellent partnering between St. John Vianney and Our Lady of Lourdes parishes.

10) Special Interest Group Reports:

- a. Boosters/AD Report (Alec Clark) – see report



BOOSTER Report –
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Currently rescheduled games due to weather. A question was raised about the proposed Catholic Schools Week Carnival and inability to use the Gym. This was human error using the calendar.

- b. Home & School Association (Nicki Johnson) – See Report
 - i. Money from Starry night being used.
 - ii. Panera fundraiser went well – 30 mentions/fliers ~\$150 earned. Turnout a little lower than expected, but considering illnesses going around it was a good turnout.
 - iii. SCRIP – when we do fundraisers, push using SCRIP and get a double dip (help school in two ways).

**LOURDES HOME AND SCHOOL
REPORT FOR LOURDES SCHOOL BOARD
January 2018**

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:

- Catholic School's Week – January 28th-Feb 3rd, H&S will be doing Buddy Lunch and Teacher Luncheon
- Pre-school Breakfast, Lunch and Dinner to attract new families
- Bingo night – date TBD

Recently Completed Events:

- Nothing new since last update

Administrative/Communication/Staff Support (Nicki Johnson/Jenny Grobstich/Jeni Favetti):

- Check cut on 1/4/18 for \$2,625.00 from fundraising account for LCS awnings.
- Check cut on 12/22/17 for \$1,338.83 to reimburse LCS for Teacher Wish List items that were purchased on school credit card.
- All Teacher Wish List items have been purchased / reimbursed with the exception of Mrs. Snyder's in the amount of \$240.77 (purchasing separately via an Amazon Prime membership to avoid shipping charges).
- Followed up with Miranda to see if she will still be utilizing the \$2K for computer software. I asked for receipts to be submitted within the next two weeks.
- ***After ALL purchases, there is still roughly \$7K that can be spent from 2017 funds. Ms. Alongi provided additional wish list items and their estimated costs: 8 bar stools for science lab, cheerleading uniforms, 2 iPads, 3 laptops and boys/girls basketballs. Awaiting direction if we will be moving forward with any of these purchases or carrying over funds to the 2018 fundraiser. If we are moving forward, need invoices/receipts submitted.***
- Deposits for 2018 Starry Night underwriting, sponsors and raffle tickets ongoing.
- Starry Night Website updates will be completed this week.

Treasurer (Mary Guy):

- Most new items listed above in administrative section.
- Waiting on December SCRIP numbers.

Volunteering (Brooke Heckinger/Carla Lemek):

- Sending out letter to families asking them to report on volunteer hours so far this year.

Hospitality (Lindsey Jennings/Kelly Kruck):

- Catholic school's week:
 - Teacher luncheon February 2nd 11:30 - 12:45. Lourdes library. Lourdes staff is EXTRA special and we appreciate all they do! Theme: EXTRA gum. Treating teachers and staff to a walking taco lunch.
 - Emailed Meghan Cornish about having room parents help watch the classrooms while teachers are at this event.
- Buddy lunch:
 - Theme: snowflakes. Monday January 29th. Same format as last year (2 groups. No hot lunch offered. Buddy brings lunch for the student). Invites going out next week.
 - Sign up genius is out for this to help with a bit of decor but mostly, we need help with volunteers to help with set up and cleanup. Please sign up!!!!
- Next will be teacher meals for teacher conferences in February. Mostly likely sloppy joes and spaghetti crock pot meals. Sign up genius out soon with donations. Volunteers will be needed to help set up and take down. One event at a time though. :)

- c. Teacher Representative (Sarah Snyder and Cayleah Willits) – see report



BOE Teacher News
- January

- d. Scott County Catholic Schools Advisory Board (Donica Mokosak, Jennifer Alongi) – See Report.
- i. Iowa legislature opened with Education Savings Account.
 - ii. Diocese of St. Louis has fundraiser that raised significant money. Superintendent, Dr. Lee Morrison, wants principals to sit down and define the needs of schools in the diocese.
 - iii. At the time the meeting of the Scott County Catholic Schools Advisory Board, discussions were being held on how 529s could be used on private school education costs.
 - iv. At the state level, an individual representing public schools criticized small private schools for not providing education to meet needs of all students. At Lourdes Catholic School, we have a special education teacher to meet needs.
 - v. All Saints Catholic School brought in a speaker to discuss ways of helping exceptional learners with ADHD, autism. All Saints recommended this for all schools. High cost, so may need to plan for a speaker like this.
 - vi. Catholic School's Week coming up and Assumption High School is doing Dodgeball for Diapers.

UNAPPROVED MINUTES OF ANNUAL MEETING OF THE SCOTT COUNTY
CATHOLIC SCHOOL ADVISORY COUNCIL

January 8, 2018

Call to Order: The meeting was called to order with a prayer at 5:15 p.m. at St. Vincent Center, Davenport, Iowa.

Present: Tom Daniel, Joe Creen (OLV), Jeanne VanFeldt, Andy Craig (Assumption), Lee Morrison (Davenport Diocese Superintendent), Paul Roe and Donica Moksak

Agenda: The proposed Agenda was circulated and upon motion unanimously approved.

Minutes: The minutes of the November 13, 2017 meeting were not yet available.

Announcements and Communications:

- Lee Morrison:
 - The grade schools' finance committees are meeting to set tuition rates for next year's teacher salary(s) and budget. Julie and Jeanne reported that the new tuition rate for 2018-19 will be a 4.5% increase. The second child rate will be 82% of the first child rate. The third child rate will be 62% of the first child rate. Fourth child rate will be 20% of the first child rate.
 - It is time for principal evaluations.
 - Diocesan Strategic Plan: Catholic Identity. This portion of the strategic plan is completed and will be discussed in Iowa City on January 9th. There will also be discussion of marketing, enrollment activities that the schools throughout the Diocese can use, and protocol type plan for new principals. Finance: The committee is still working on this process gathering data (237 metrics). When completed it will be discussed with the Bishop with recommendations. It is believed the Bishop would be inclined to see what can be done to increase financial support for Catholic Schools. The Bishop knows and is impressed with the data collection and wants to help raise money in some manner for the schools. The Diocesan Strategic Plan finance committee will be making recommendations to the Bishop in the near future.
 - The Archdiocese of St. Louis conducted a multi-million endowment campaign for its 140 Catholic Schools and it raised over \$100,000,000. That campaign will be reviewed.
 - The Iowa Legislature opened today. The Republican Party priorities and agenda includes items to help non-public education such as possible enhancement of the STO or ESA. The public school lobbyists have set out their priorities which include an anti-ESA element.
 - There is be a continued study of how 529 accounts can be used and possible changes, so as to allow parents to use 529 accounts for K-12 education as well as college expense.
 - Catholic School Week is at the end of January. The Catholic Messenger will have a supplement on the Catholic Schools.
 - Our schools are doing well to help the needs of all learners with special needs. Although public schools criticize the Catholic schools for not teaching all students with special needs or removing students where they cannot accommodate, Lee points out that the Catholic schools have spent a great deal of time and resources on such things as ADHD learning issues, behavioral matters and we are increasing the educational care for special needs students. Our Catholic schools

- e. Assumption High School (John Leinart) - see report



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- f. Grant Writing (Teresa Heden) – No update. Propose a meeting to determine structure going forward for grant writing. Ms. Alongi, Ms. Heden and Mr. Puthoff are the committee members. Looking for this committee to select top three grants to apply for in 2018.
- h. Parish Council Report (Dave Kaney) – No Report. Meeting next Tuesday 1/23/2018 in the school library.
- i. School Improvement Advisory Committee (Ms. Alongi/Donica Mokosak) – no report

11) Religious Education Reports:

- a. Emily Andes – Director of Faith Formation - see report
 - i. Forming Intentional Disciples – 66 people involved. Good work!

Our Lady of Lourdes

Important Dates for 2nd Grade Sacramental Prep 2017-2018

Wednesday, Feb. 7th from 6-8 pm: First Reconciliation Workshop

This is a time for parents and students to participate together in activities and discussions to prepare to celebrate God's love and forgiveness made present to us in the sacrament of Reconciliation. Please meet in the church.

Thursday, March 1st at 7:00 pm: First Reconciliation Service

All OLOL 2nd graders and their parents will celebrate God's grace and mercy in the sacrament of Reconciliation. Please meet in the church.

Wednesday, April 18th from 6-8 pm: First Communion Workshop

This is a time for parents and students to participate together in activities and discussions to prepare to celebrate First Communion. During this time we will also cover logistics including but not limited to seating, procedures for receiving communion, pictures from a professional photographer, etc. Please meet in the church.

First Holy Communion:

Saturday, April 28th at 5:00 pm Mass

OR*

Sunday, April 29th at 10:30 am Mass



*Your family will have the opportunity to choose the Mass where your child's First Holy Communion will be celebrated on Feb. 7th during the First Reconciliation Workshop!

**Questions? Please contact Emily Andes in the Church Office
bettlourdesdre@diodav.org or 563.359.0345 x160**

Faith Formation Commission Report

Emily Andes

1/11/1

Adult Faith Formation

- Parish wide FORMING INTENTIONAL DISCIPLES book study and discussion groups underway!
 - Planning and organization for 5 study groups
 - Sunday @ 9:35 am in the FFR
 - Monday @ 7 pm in the FFR
 - Wednesday @ 6:30 pm in the FFR
 - Thursday @ 10:00 am in the FFR
 - Saturday @ 9:15 am in the Conference Room
 - 58 parishioners and leaders involved.
 - Attracting several who have been parishioners and coming to Mass for years but who have never gotten involved or connected to the community.
- RCIA
 - Mondays at 6:30 in the RCR
 - Evangelization, formation and support for preparing to receive sacraments at the Easter Vigil
 - In class and individually
 - 2 new inquirers in the last month!

Children/Youth/Family

- RE
 - Ongoing resourcing and support for Catechists and families
 - KC's free throw contest coming later this month
- Sacramental prep
 - Working with Fr. Jason to make personalized plans for families who need catch up on formation and sacraments as needed. (Ongoing item)
 - Developing a series of age appropriate lesson plans to use with upper elementary students
 - Dates communicated to LCS and RE 2nd grade families Jan. 9th
 - **First Reconciliation Workshop:** Wednesday, Feb. 7th from 6-8 pm
 - **First Reconciliation Service:** March 1st
 - **First Communion Workshop:** Wednesday, April 18th from 6-8 pm
 - **First Communion Masses:** Saturday April 28 at 5 pm OR Sunday April 29 at 10:30am
- Weekly Children's Word coloring sheets include topics for family conversation, activity, and prayer that set parents up to be the first and best catechists.

12) Board Committee Reports:

- a. Finance (Karen Moldt, Mike Puthoff, Dave Reilly Jennifer Alongi, Sheryl Lackey, Andrea McGivern)
 - i. Update on 2018-19 school budget preparation – Met last week and revised the budget schedule. Final presentation to board will be in March with vote to follow.
 - ii. Parish Finance Council meeting – approved increases for LLL rates, BASC and Summer Care rates.

- b. Policy & Procedure (Kris Derscha, Maren Stoflet)
 - i. Policy 805C (FICA)– 3rd Reading – Motion by Ms. Heden, second by Mr. McIntosh. Aye/Nay/Abstain: 9/0/0 – Approved final reading as written.
 - ii. Policy 810A (Tuition) – 2nd Reading - Motion by Mr. Edwards, second by Ms. Heden. Aye/Nay/Abstain: 9/0/0 – Approved 2nd reading.
 - iii. Open Forum for Regularly Scheduled Board Meetings Policy – 2nd Reading Motion by Mr. McIntosh, Second by Ms. Heden. Approved as amended. Aye/Nay/Abstain: 9/0/0
 - iv. Board of Education Meeting Format Policy – 2nd Reading - Motion by Ms. Heden, Second by Mr. Edwards. Approved as amended. Aye/Nay/Abstain: 9/0/0
 - v. Policies 810B (Tithing) – 1st Reading Motion by Mr. Nikulski, Second by Ms. Heden. Approved as amended. Aye/Nay/Abstain: 9/0/0.
 - vi. 810C (Contribution from St. John Vianney) – 1st Reading Motion by Ms. Heden, Second by Mrs. Mokosak. Approved as amended. Aye/Nay/Abstain: 9/0/0.

- c. Public Relations / Marketing (Tyler Edwards)
 - i. Focus on early childhood marketing. Events and newsletters sent out.
 - ii. Breakfast, lunch and dinner socials. Lunch was successful with 6 families. Breakfast had no families show up, but we are hopeful that dinner will bring more families.
 - iii. Lunch with Lourdes – St. John Vianney and Lourdes Catholic School preschool families invited to have lunch with elementary age kids in the LCS cafeteria.
 - iv. Bingo Night planned 1/26.
 - v. Catholic Schools Week banner created to hang on school fence
 - vi. Direct mailing postcards being printed and will target areas where there may be opportunity due to public schools potentially closing.
 - vii. Website redesign – begins in February. If you see other school/church sites you like, grab a screen shot and send a link to Fr. Chris.

- d. St John Vianney Update (Brian Nikulski)
 - i. How do we strengthen the Catholic School connection in the SJV preschool? The newsletters developed by Angie Kaney for early education families is a great start. Need to get these over to SJV preschool.
 - ii. Expectation laid out by Fr. Vrba
 - 1. Keep SJV up to date on committee for Bettendorf Catholic Churches.
 - 2. Keep SJV informed of LCS issues that may affect them.
 - 3. Maintain official communication channel between two groups.

- iii. Review 09 January SJV Parish Council meeting topics of interest to BOE
 - 1. Revisited the Bettendorf Strategic plan
 - 2. 2/1 is registration for preschool. 54 students enrolled today; only 1-2 end up enrolling at LCS for Kindergarten.
 - 3. OLOL expectation/goals:
 - Greater matriculation from SJV pre-K to LCS Kindergarten
 - Better communication between Our Lady of Lourdes and St. John Vianney.
 - Provide information so St. John Vianney feels connected to Lourdes Catholic School.
- e. Executive (Karen Moldt-Chair)
 - i. Please remember February meeting will begin at 7 p.m.

13) Principal Report -see report

- a. Update on School Secretary – interviews ongoing. Two top candidates identified with second interviews planned.
- b. Long term sub search for middle school for Spanish – continues. Talking with other catholic schools to determine if there are things that we can do.



Lourdes Catholic School

Academics ♦ Faith ♦ Community

Principal's Report to the Board of Education January 11th, 2018

2017-18 registration: (K-8 223; PS-8 334)

K = 24	3 rd = 21	6 th = 25	3day PS (3-yr) = 16 (full)
1 st = 32	4 th = 23	7 th = 19	2day PS (3-yr) = 15 (1 open)
2 nd = 24	5 th = 29	8 th = 26	Prek AM = 32 (full)
			Prek PM = 32 (full)
			PS/PreK PM = 16 (full)

Leadership of School Culture and Instruction:

1. Catholic Identity Committee and representatives from the Marketing Committee and Home & School are planning various Catholic Schools Week events.
2. I am gathering "relationship" data from the teachers to create an attractive "data wall" in our staff lounge. Some of the "relationship" data includes:
 - Number of positive notes/phone calls home
 - Newsletters sent home
 - Brag Tags
 - Home visits

Managerial Leadership:

1. Interviews for a new head school secretary are underway. We have hired a temp to fill in until a decision is made.
2. Dean Lackey is pursuing quotes for the security cameras we are getting grant money for. Three quotes are preferred. Ideally the security system would be installed over the summer. We have the original Per Mar quote. We got a quote from Xenotronics. We are having ADT provide a quote and it is due to us Jan. 19.
3. The heating unit for the 3 front main offices died. A new one will be installed January 16th, and will require that we do not use the front (Miss. Blvd.) entrance that day.
4. Letters of Intent will be distributed to faculty February 5th to be returned by February 23rd.
5. I hope to begin discussions with the Business Office regarding teacher salaries for next year before the next board meeting.
6. **Request: Approve LLL, BASC and Summer Care rates. \$25 per family for BASC no registration fees for LLL or Summer.**

Public Relations/Marketing Leadership:

1. A new family is starting March 19. They are moving here from Colorado and have 4 children: 1st grade girl, 4th grade girl, 5th grade boy, and 7th grade boy.

14) Business Manager's Report – see report

- a. In December, some families wanted to tithe and donate in 2017 to cover 2018 due to tax law changes.
- b. Benevity donations (John Deere program) - \$9800 coming soon!
- c. Virtus audit passed for school and church.
- d. SCRIP online – meeting with St. Paul’s in February to learn how it works.
- e. Tuition and childcare statements have been sent electronically.



Business Mgr BOE
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15) Old Business or New Business

- a. When are 6th graders going skiing with ski club? Snowstar has new rule that 50 kids must sign up to open tubing hill. TBD.

16) Closing Prayer – Fr. Chris

17) Adjourn regular session Motion by Ms. Heden , Second by Mrs. Mokokak. Aye/Nay/Abstain – 9/0/0. Passed.

18) Closed Session - None

19) Adjourn: 8:13pm

20) Future Meetings

- February 8, 2018 *Begins at 7:00pm*
- March 8, 2018
- April 12, 2018
- May 10, 2018
- June 14, 2018