

Lourdes Catholic School – Board of Education
Tuesday, January 15, 2019 - 6:00 PM
Lourdes Catholic School 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
	Steve McIntosh– Secretary		Angie Kaney-H&S President
X	Fr. Jason Crossen	X	Fr. Chris Weber
X	Dave Reilly	X	Sarah Snyder – Teacher Representative
X	Kurt Tressel	X	Cayleah Willits – Teacher Representative
	John Leinart	X	Alec Clark –Athletic Director
	Tony Lemek	X	Emily Andes – Director Faith Formation
X	Mark Martinez		Kelly Bush – Liaison BOE/Parish Council
	Brian Nikulski (and SJV Representative)		Amy Paul-SAM
X	Karen Moldt	X	Miriam Wilson (Guest)
		X	Victoria McCullum (Guest)

- 1) **Call to Order** – Meeting called to order at 6:04 PM by Tyler Edwards
- 2) **Opening Prayer** – offered by Father Jason
- 3) **Introduction of Guests** – Andy Craig, President Assumption High School
- 4) **Approval of Agenda** – motion offered by Dave, seconded by Donica, and, approved by board
- 5) **Approval of Minutes** – Tyler will make the revisions recommended by board members and resend to the board for approval. He reminded voting members to respond with approval/feedback on meeting meetings to get them finalized.
- 6) **Open Forum** - none
- 7) **Old Business or New Business** – none

- 8) **Andy Craig- Scott County Catholic Schools Strategic Planning/ Meitler Group** – see attached reports – Key Findings per the Meiter Group and Assumptions and Rational for a New Direction

Andy gave an overview of the study to date, reviewed key issues identified and explained next steps. He stated they have asked Meitler for tuition models and the planning committee will be reviewing those to see what will work best for Scott County Catholic schools.

He opened up a discussion by the board focusing on the following questions:

- How will we achieve our goals within current structures or more transformative structures?
- What are the opportunities?
- How to provide the best facilities for the educational needs at each site?

Several questions were asked and feedback was provided by board members and guests

The schedule and next steps are as follows:

Jan/Feb - gather input on draft strategic plan

Feb/Mar – planning committee finalize draft

Apr – present final strategic plan to pastors, boards, etc.

- 9) **Father Jason Crossen Report / Father Chris Weber Report** – Father Jason stated he is working with Angie Kaney on a 100 year celebration banquet. Currently thinking it would be on Feb 23 and would include dinner and presentation. Also continuing to work on Bettendorf study. There will be having upcoming presentations to the church community.

Father Chris reported he’s been busy working on Financial Peace University and Catholicism 101. Both have had great attendance/interest so far. He’s also been spending quite a bit of time with Brett Adams to help him get acclimated.

- 10) **Principal Report (Ms. Alongi)** – See Report

Ms. Alongi reviewed rates for the summer care program and the Little Lancer program for next school year. She requested board approval. A motion to approve the proposed rates was made by Karen, seconded by Dave, and approved by the board.

She stated she is working on enrollment projections for the next school year

- 11) **Special Interest Group Reports:**

a. Boosters/AD Report (Alec Clark) – See Report

Mr. Clark reviewed the upcoming basketball hosting schedule

b. Home & School Association (Angie Kaney) – See Report

Bingo Night will be moved to February due to mix-up with Jan 25 date

Tyler stated Angie will be sending the H&S report to the board

- c. Teacher Representative (Sarah Snyder and Cayleah Willits) – See Report
Miss Willits reported that a 6th grader will represent Lourdes for the regional spelling contest which will be held at Augustana College. Also, Mrs. Ashby got rubrics cubes from XXX academy and had the 5th grade students work on solving them. Mrs. Ashby stated great teaching opportunity in several areas.

Mrs. Snyder reported that 2nd grade will be learning how to be engineers by building a bridge. This is also a tie-in with I-74 bridge building that they are observing.

- d. Scott County Catholic Schools Advisory Board (Donica Mokosak, Jennifer Alongi) – see report
- e. Assumption High School (John Leinart) – See Report
- f. Parish Council Report (Kurt Tressel) – no meeting, next one is scheduled for next Tuesday
- g. School Improvement Advisory Committee (Jennifer Alongi/Donica Mokosak)- no report
- h. Strategic Initiatives Update (TBD) – no report

12) Religious Education Reports:

- a. Emily Andes – Director of Faith Formation – See Report
Emily reported there has been good response rate/interest in adult education. Also, there are 14-15 participants in RCIA. She and Brett Adams will alternate on attending BOE meetings. Brett has been focusing on getting to know needs in our community for middle school age on up.

13) Board Committee Reports:

- a. Finance (Tyler Edwards, Karen Moldt, Dave Reilly, Jennifer Alongi, Sheryl Lackey, Andrea McGivern) – Tyler reported the committee has meeting to work on school budget and believe on track to present a tentative draft to the board in February with a final proposal for vote at the March meeting
- b. Policy & Procedure (Tony Lemek, Karen Moldt)
 - i. 360B – Significant Formal Complaints against Teacher/Employee (2nd reading) – recommendation to change the word ‘program’ to ‘school’ under #3. Motion to approve 2nd reading with revision made by Dave, seconded by Donica and approved by board
 - ii. 506.1B – Probation/Suspensions, a request to Withdraw from Lourdes Catholic School for Disciplinary Reasons, Request to Withdraw for Financial Reasons and Expulsions (2nd Reading) – recommendation

change to policy title from December meeting was made. No other changes. Motion to approve 2nd reading with revision made by Donica, seconded by Kurt and approved by board

- iii. 380A – Emergency Closing (2nd Reading) – recommended change from December meeting was made. No other changes. Motion to approve 2nd reading made by Donica, seconded by Kurt and approved by the board
- iv. 520A – Student Medication Administration Guidelines (2nd Reading) – Motion to approve the 2nd reading made by Donica, seconded by Kurt and approved by the board
- v. 380B – Death of a faculty or Staff Member (1st Reading) – only revision was to add ‘administrator/’. Motion to approve 1st reading made by Dave, seconded by Donica, approved by board
- vi. 510.3 – Class Size (1st Reading) – Karen explained that even though the policy was approved the last school year it is in the series currently being reviewed so to keep it on the same schedule as all of the other policies it up for a first reading. A question posed on how the specifics of the policy were determined and Karen explained that school and Board of Education policies from area and other Catholic schools were reviewed. The policy is a result of the verbiage and guidelines found in those and what the policies& procedures committee believed was most applicable for LCS. Extensive discussion took place about the number of students listed, mainly in the K-1 category and the word recommended. Suggestion made to change ‘The recommended maximum number of students per class per grade is’ to The maximum number of students per class per grade will not exceed the following without Board of Education approval’ and Removing the first sentence under the note section. A motion was made by Kurt to approve the 1st reading with the recommended revisions, seconded by Mark and approved by the board.

- c. Grant Writing (Karen Moldt) –
Ms. Alongi and Sheryl reported that the school has been awarded a grant for \$1,000 from Theisen’s for the playground

- d. Public Relations / Marketing (Tyler Edwards) – See Report

Tyler reported a 2nd wine and cheese social last weekend. The attendance was lower but received good feedback from families that attended. The committee is meeting again later this week and will be working on items related to registration

- e. St John Vianney Update (Brian Nikulski) – No Report

- f. Executive (Tyler Edwards - Chair)

- i. Board of Education Recommendation

Based upon the applications received for the open board position Thomas Melcher will be filling the position. To gain more diversity on the board Father Jason recommended selecting someone with no children at the school to fill the vacancy. The two Alternates selected are Mike Guidici and Mirriam Wilson.

14) Business Manager's Report (Sheryl Lackey) – See Report

Dave asked about new water faucet in the gym. Can only fill water bottle but cannot get a drink was wondering if that's the model the school intended to purchase. May have been the only option given the space it was going in. The open space that had been there when it was installed has now been filled in.

15) Closing Prayer – offered by Father Chris

16) Adjourn Regular Session – Motion to adjourn the meeting at 7:50 p.m. was made by

Dave, seconded by Kurt, and approved by board

17) Closed Session (if needed) – not needed

18) Adjourn

Future Meetings

- 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