

Lourdes Catholic School – Board of Education
Tuesday, March 19, 2018 - 6:00 PM
PAC (LCS Cafeteria)
Agenda

	<u>Voting Members</u>		<u>Non-Voting Members</u>
X	Tyler Edwards - President	X	Jennifer Alongi - Principal
	Donica Mocosak – Vice President	X	Sheryl Lackey – Business Manager
	Steve McIntosh– Secretary	X	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
X	John Leinart		Alec Clark –Athletic Director
X	Tony Lemek		Emily Andes – Director Faith Formation
X	Mark Martinez		Kelly Bush – Liaison BOE/Parish Council
X	Brian Nikulski (and SJV Representative)	X	Amy Paul-SAM
X	Karen Moldt		Brett Adams (Staff)
X	Tom Melchert	X	Miriam Wilson (Guest)
		X	Tori McCollum (Guest)

- 1) **Call to Order** – 6:04
- 2) **Opening Prayer** – offered by Father Chris
- 3) **Introduction of Guests** – Miriam Wilson, Tori McCullum
- 4) **Approval of Agenda** – motion offered by Dave, second by Brian, approved by the board
- 5) **Approval of Minutes** – February meeting minutes approved via email
- 6) **Open Forum** - none
- 7) **Old Business or New Business** - none
- 8) **Father Jason Crossen Report / Father Chris Weber Report** – Fr Chris reported that the Financial Peace series is wrapping up. There have been two sections and the feedback from participants has been positive. Catholicism 101 wraps up this week. Now focusing RCIA as 8 to 9 participants of the 14 or so will be joining the faith at Easter.

Sheryl – mentioned Emily’s report only reported for one group

- 9) **Principal Report (Ms. Alongi) – See Report**
 Ms. Alongi reported that the main item needed is approval of the proposed 2019-2020 school calendar

John asked if spring break is in line with Assumption and Ms. Alongi confirmed it is. She said she is proposing 179 days of instruction and that Lourdes has a longer day than other schools which is why we're able to finish as originally scheduled this year despite the days/hours missed due to weather. She also explained why June 3 is ending date vs. end of May like this year. The first day of school will be a Friday and will be a full day. Discussed whether it made sense to have only one day of school the first week and Ms. Alongi and the other teachers present stated it will work fine as it eases students into being back full-time. There will be two extra days of Christmas break compared to Bettendorf but there will not be any issues with busing as a result. They will be notified no busing is needed those two days. When asked if teacher feedback was obtained on the proposal Ms. Alongi stated she had requested feedback and on her first version there was some such that adjustments were made. Those are reflected in the proposed calendar and no concerns were made on this version. John made a motion to approve the calendar as presented, Brian seconded the motion, and it was passed by the board.

Miriam Wilson asked about two sections classes and Ms. Alongi reviewed the plan based upon current class size projections. She also discussed 4th grade numbers and what will take place for there to be 2 sections next year.

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

Sheryl reported that a part-time custodian will split with church (2 hours), have hired Mike for the opening in facilities (replacing Travis). The parish office is working on collections of past due amounts. Have sent out letters to families not tithing. Father Vrba has agreed to support school in same fashion for students to equal what is done at OLOL.

- a. 2019-2020 LCS Budget – Sheryl reviewed the budget and highlighted significant changes and line items. Father Jason stated he would like to move the scholarship funds from the school budget to an endowment. Discussed adding transaction fees to Vanco and QuickBooks to not have the expense borne by the school with no income to offset it. Sheryl to investigate and report back to the board.

Father Jason explained the parish subsidy and where Father would like to see it. Explained subsidy to Assumption and how it's calculated. He stated it's been decreasing as Assumption has increased their fundraising efforts.

There was also discussion on whether the budget presented includes all teachers needed given projected class sizes. Sheryl and Ms. Alongi to review further along with the rest of the Finance Committee. Budget is preliminary and will not be considered final until parish budget is finalized in June. A preliminary budget is needed in order to offer contracts to teachers for the next school year by the end of March per policy.

Karen made a motion to approve the preliminary budget, Tom seconded, and board approved as presented

11) Special Interest Group Reports:

- a. Boosters/AD Report (Alec Clark) – See Report
Sheryl – discussed issuing letters and pins, asked Angie to discuss having H&S support athletic boosters

Dave asked if anything for athletics in Starry Night. He was asked but didn't request anything

- b. Home & School Association (Angie Kaney) – See Report
Reviewed report – The H&S board nomination process is changing this year. It will be an online process in the hopes of giving people more of a voice

Brian asked about Starry Night donations – Angie said registrations and underwriting are down based upon the numbers she was given before spring break. But doesn't know what has come through since then. He asked if date is a factor? She stated she is not sure.

Tom asked if an email was sent to parishoners. Sheryl said she will follow-up with Carolyn. Brian suggested sending notification to SJV parishoners too and he will follow-up on that.

- c. Teacher Representative (Sarah Snyder and Cayleah Willits) – See Report
Late addition to the report: Mrs. Johnson – reminder that April 1 there will be an award-winning author, Julia Cook, speaking to the K-5 students about writing books. She will also be speaking at the Scout County Catholic Counselors session on April 4. Policy Officer, Hank Jacobsen from the Davenport Police Department, will be speaking to the middle school students about social media safety.
- d. Scott County Catholic Schools Advisory Board (Donica Mokosak, Jennifer Alongi) –Ms. Alongi reported that the ESA bill is in appropriations committee. Tricia Wilber will be speaking at the next meeting. Dr. Morrison is meeting with bishop next week about extent of diocese support of catholic schools by the Bishop's office.

Also, discussed not following same tuition by all in future years and how to handle fee differences, etc., if we are going to function as a system and if we don't how will that work. No decisions at this point, just discussion.

Father Jason said he's been waiting on Meitler plan to see what direction that is going to take before discussing the Bettendorf study with the parish. There are a lot of considerations he needs to take before deciding how to proceed. Father will continue to provide updates so there is clear communication.

- e. Assumption High School (John Leinart) – See Report
- f. Parish Council Report (Kurt Tressel) – See report
Angie reviewed numbers from ministry fair and stated the results are very positive.
- g. School Improvement Advisory Committee (Jennifer Alongi/Donica Mokosak) – no report
- h. Strategic Initiatives Update (TBD) – nothing to report

12) Religious Education Reports:

- a. Emily Andes – Director of Faith Formation – See Report

Father Chris asked board members to pay special attention to the two new classes mentioned in Emily's report

13) Board Committee Reports:

- a. Finance (Tyler Edwards, Karen Moldt, Dave Reilly, Jennifer Alongi, Sheryl Lackey, Andrea McGivern) - no report besides school budget
- b. Policy & Procedure (Tony Lemek, Karen Moldt)
 - 3rd Readings of Policies –
 - 360B: Staff/Personnel Grievances – motion offered by Kurt, seconded by John, and approved by board.
 - 506.1B: Probation, Suspensions, a Request to Withdraw from Lourdes Catholic School for Disciplinary Reasons, Request to Withdraw for Financial Reasons and Expulsions – motioned offered by Kurt, seconded by Brian, and approved by board.
 - 380A: Emergency Closing – motion offered by John, seconded by Tom and approved by board.
 - 520A: Student Medication Administration Guidelines – decision to postpone final reading pending another revision to shorten policy to be consistent with other policies.
 - 2nd Reading of Policy 510.3: Class Size – motion offered by Tom, seconded by Dave and approved by board.
 - 1st Readings of Policies
 - 500A: Dress Code – motion to approve with the addition of 'Principal/' before Administrator made by Dave, seconded by John and approved by board.
 - 540A: Use of Tobacco, Alcohol, and Controlled Substances – motion offered by John, seconded by Kurt, and approved by board.
 - 540B: Cell Phone/Electronic Device Policy – Students – motion to approve with the addition of Smart Watches made by Tony, seconded by Mark, and approved by board.
- c. Grant Writing (Karen Moldt)
- d. Public Relations / Marketing (Tyler Edwards) – See Report
Tyler reported that the Fran Riley piece is coming up soon. The Facebook promotions have recently been focusing on certain areas. A LCS alumnae Facebook page has been created with the hope that there is enough interest to begin alumni events. Have signed up for a new mom's event through the local Mom's blog. Megan Stopulous will be helping with the event.
- e. St John Vianney Update (Brian Nikulski) – no report
- f. Executive (Tyler Edwards - Chair) – no report

14) Closing Prayer – Offered by Father Chris

- 15) **Adjourn Regular Session** – Motion to adjourn offered by Tony, seconded by Mark, approved by board.
Meeting adjourned at 8:07 p.m.
- 16) **Closed Session** – went into closed session
- 17) **Adjourn** – Motion to adjourn closed session offered by John, seconded by Dave approved by board.
Meeting adjourned at 8:32 p.m.

Future Meetings

- Tuesday, April 16, 2019, 6 PM
- Tuesday, May 21, 2019, 6 PM
- Tuesday, June 18, 2019, 6 PM