

**Lourdes Catholic School – Board of Education**  
**Tuesday, April 20th, 2021 - 6:00 PM**  
**Virtual Zoom Meeting**  
**Minutes**

**Attendees:**

<b><u>Voting Members</u></b>		<b><u>Non-Voting Members</u></b>	
x	Tom Melchert – President	x	Jennifer Alongi - Principal
x	Mark Martinez – Vice President		Sheryl Lackey – Business Manager
x	Dave Reilly – Secretary	x	Megan Stopulos - H&S President
x	Rev. Jason Crossen – Pastor		Rev. John Lamansky – Parochial Vicar
x	Sandra Adamson	x	Amy Paul-Assistant Principal
x	Tyler Edwards	x	Gloria Mesick – Teacher Representative
x	Tony Lemek	x	Victoria McCollum – Teacher Representative
x	Donica Mocosak	x	Dan Colbrese – Athletic Director
x	Brian Nikulski (and SJV Representative)	x	Emily Andes – Director Faith Formation
	Tom Quinn		Brett Adams-Coordinator of Evangelization & Youth Ministry
	Kurt Tressel		Kelly Bush – Liaison BOE/Parish Council
	TBD		Ryan Wermes (SCRIP)
			John Leinart- (AHS Rep)

- 1) **Call to Order** – meeting called to order at 6:05 pm
- 2) **Opening Prayer** – offered by Fr. Jason
- 3) **Introduction of Guests** – Seminarian Isaac Doucette
- 4) **Approval of Agenda** – motion to approve agenda offered by Sandra, second by Tony, motion passed by board
- 5) **Approval of Minutes** – motion to approve the March minutes offered by Sandra, second by Brian, motion passed by board
- 6) **Open Forum** – no items
- 7) **Old Business**
  - Emergency Assistance for Non-Public Schools (EANS) Grant – see update provided. Additional comments provided by Ms. Alongi.
    - i. Final allocation set at \$230,000. Majority of the money will go towards summer school staffing. Some will go towards support staff to begin the 2021-2022 school year.
    - ii. FACTS Management will be used to run the program.
    - iii. Tory M. ask for clarification if the amount shared in the update report will be for the summer of 2021 only. Ms. Alongi confirmed the amount is for summer 2021 only and shared that there may be a second round of EANS money in the future. If that comes to fruition, then summer school needs in 2022 will be assessed.

## 8) New Business

- Role of Board Going Forward –Tom and Fr. Jason discussed the role of the Board of Education, we need to work towards being more forward thinking. Let's strive to be less report driven and work towards more discussion on what we need to do to support each other to move forward in the future.
- Committee Assignments Update – Tom asked all board members to send him their current and previous committee membership and time on that committee.
  - i. Tori asked for feedback on what the board is looking for in the teacher report. Tom M. responded that the BOE appreciates the report of what is happening in the school. Some comments about what is being planned would be appreciated as well to provide awareness of what is to come.

## 9) Father Jason Crossen Report – no report, comments offered by Fr. Jason

- Shared some additional comments regarding the function of BOE and reiterated that the desire is to be a proactive board vs. reactive. Let's spend more time talking about the future and be visionary about where we are going.
- Working on sacrament preparations. Confirmation will be held this upcoming Thursday, last week and this coming week are First Holy Communion.
- Deacon Dennis Duft funeral will be held on Friday
- School pastors in Davenport met with Andy Craig to review by-laws of the new Scott County Catholic School system. All schools will step into the transformation to the county program.
  - i. In the future, BOE will morph into something different because we won't need to work on finances and policy as much.
  - ii. All should have received a letter from the Bishop, Fr. Vrba and Fr. Jason about the direction that Our Lady of Lourdes and St. John Vianney are headed as a parishes and Catholic school in Bettendorf
  - iii. Dave R. asked Father about the timeline for the transition to the county system. Will step into beginning with the 2022-2023 school year.
  - iv. Brian N. is on the committee. He shared that the progress is moving well, slow but steady pace, lots of work but going well.

## 10) Principal Report – see report, comments shared by Ms. Alongi

- 325 students currently registered for next year. These are really good numbers for April
- 3 yr old Pre-school and morning pre-K are already full
- Update since the report was submitted – Ms. Alongi is working with Fr. Vrba regarding pre-school roles at SJV, they currently have 3 openings in the pre-school staff including their director. Ms. Alongi is helping post the positions and find staff.
- Ms. McCollum asked about posting of SJV roles, she noticed that the posting on Teach Iowa is a bit confusing because positions are posted for SJV but are through the Lourdes Catholic School account. Ms. Alongi clarified that since SJV does not have an account the positions were posted through the LCS account but written to clarify the positions are for SJV.

## 11) Business Manager's Report – see report, comments shared by Tom and Jennifer

- Teacher contracts have been offered for the 2021-2022 school year.
- As we prepare for the transition to the Scotty County Catholic System several changes to the chart of accounts need to be made prior to the next fiscal year. This is a major change. Although the total budget is in transition and not ready for approval the budget for the teacher salaries needs final approval so teacher contracts can be approved for the next year as well as tuition. More details need to be worked through in the various accounts to finalize the budget per new chart of accounts.
  - i. Motion to approve salaries and tuition as presented in the budget made by Donica, seconded by Tony, motion approved by the board.
- A question was asked if there will be a change to the benefits for employees as the transition to the country system is made – Brian N. answered that there will be a 5 year plan to step into common benefits across all schools. Goal is to work with commonality without taking anything away. This may mean that growth in benefits is different at the various schools until they reach commonality.

## 12) Special Interest Group Reports:

- Boosters/AD Report – see report
- Home & School Association – see report, comments shared by Megan
  - i. Starry Night fundraiser numbers are not finalized but results are looking good, sponsorships were up as were raffles sales. While numbers not yet finalized, we do know that all teacher requests will be funded.
    1. Mrs. Mesick shared that many people commented they appreciated the online bidding and would not have attended in person, she asked if the online auction would be considered next year. Megan responded the options will be pursued to continue with online engagement along with in person gathering.
  - ii. Working to consolidate accounts into single account and within the school budget per new Scott County chart of accounts
  - iii. Teacher appreciation week May 3<sup>rd</sup> to May 7 – Andrea Reilly is leading a committee for teacher recognition this week
  - iv. Field day is currently being worked on by a teacher committee
  - v. June 5<sup>th</sup> the Tanglewood Pavilion is reserved for a get together, targeting this location to host the year end picnic.
- Teacher Representative – see report, comments shared by Tori
  - i. ISASP testing has been completed
    1. Tom M. asked if this testing will provide information about the impact of COVID on learning. Tori M. responded somewhat however given that this is the first year of the test we do not have a comparison to the same test however we will have the ability to review categorization of performance compared to prior categorization. Information from the test will help refine plans for individual students for the rest of the year and going into next year.
  - ii. Very grateful to see how caring the teachers are for the students, that quality does not always show in the report
  - iii. Parents are grateful that the 8<sup>th</sup> students will be performing Cinderella in school since the play was not possible this year
  - iv. Variety show is being performed on Friday, May 7
  - v. Mark M. asked how it is being determined who is eligible for summer school. Ms. Alongi shared that it is not an enrichment summer school but is funded by the EANS Grant to support learning loss during COVID. Fast testing was used to make the determinations and provide invitations to students that are below benchmark or have dropped in score.
    1. Sandra asked what happens if kids that show would benefit from summer school decline. Ms. Alongi answered that participation is up the families and clarified that some students are still meeting benchmarks but have not shown growth.
  - vi. Isaac Doucette shared his thanks and appreciation for what teachers are doing. He also made a request that religion is also reviewed with other curriculum test scores to confirm spiritual and Catholic Education progress as well.
- Scott County Catholic Schools Advisory Board – no report
- Assumption High School – no report
- Parish Council Report – no report
- School Improvement Advisory Committee – no report, committee is scheduled to meet May 1.

## 13) Religious Education Reports:

- Director of Faith Formation – see report, comments shared by Emily Andes
  - i. Although things are different due to COVID we are currently having lots of liturgical celebrations and it is enjoyable to be in more communal celebrations than we were last year. We are currently in between First Holy Communion Weekends and 12 candidates will be confirmed on Thursday.
  - ii. High School and Middle School youth groups met IN PERSON this past week
  - iii. Currently in planning mode looking at next year for what will be able to offer

**14) Board Committee Reports:**

- Finance – no report
- Policy & Procedure – no policies to review, all policies reviewed for the year have been completed
  - i. Thanks to Mark and Kurt for being well prepared and making this process flow smoothly.
- Grant Writing – no report
- Public Relations / Marketing – no report, comments offered by Tyler
  - i. Administration worked with Tyler to create a mock virtual tour of the school, footage will be edited to provide highlights of the school via an online tour
  - ii. Continuing to look for opportunities to fill the lower grade levels
- St John Vianney Update – no report
- Buildings and Grounds – see report
- Executive – no report

**15) Closing Prayer** – offered by Isaac Doucette

**16) Adjourn Regular Session** – motion to adjourn made by Tyler, second by Brian, motion passed by the board

**17) Closed Session If Needed** – N/A

**18) Adjourn** – 7:19 pm

**Upcoming Meetings:**

- Tuesday, May 18, 2021, 6 PM
- Tuesday, June 15, 2021, 6 PM