

**Lourdes Catholic School – Board of Education**  
**Tuesday, September 21st, 2021 - 6:00 PM**  
**Our Lady of Lourdes School Library**  
**Minutes**

**1. Call to Order**

- President Tom Melchert called the meeting to order at 6:01 p.m.
- BOE Members Present: Tom Melchert, Dave Reilly, Sandra Adamson, Rev. Jason Crossen, Brian Nikulski, Tom Quinn, Kurt Tressel, Chelsea Bush, Teresa Bechen
- BOE Members Absent: Tyler Edwards
- Other Attendees: Jennifer Alongi, Sheryl Lackey, Rev. John Lamansky, Gloria Mesick, Anne Camarena, Dan Colbrese, Emily Andes, Jen Foley
- Guest: Julie Rosales

**2. Opening Prayer**

- Rev. Lamansky opened the meeting and led the Board members and guest in prayer.

**3. Introduction of Guests**

- Julie Rosales parent of a pre-K student.

**4. Approval of Agenda**

- President Melchert asked for a motion to approve the agenda for the 9/21/2021 meeting. Motion was made by Kurt Tressel to approve the agenda as written. There was a second by Brian Nikulski. Approved

**5. Approval of Minutes**

- President Melchert asked for a motion to approve the minutes from the August 17, 2021 BOE meeting.
- Sheryl Lackey asked that item 6 of the minutes be amended to list the last name of the guests in the 1<sup>st</sup> sentence.
- Motion made by Kurt to approve the August BOE minutes with the correction. There was a second by Brian Nikulski. Approved

**6. Open Forum**

- Julia Rosales was present to observe the meeting. She had no questions.

**7. Old Business**

- There was discussion at the 7/17/2021 BOE meeting about changing the current Board membership from 11 to 9. President Melchert spoke to Jean Dickson and after review of the Constitution, it was determined that the BOE needs to amend the Board Policy 210.1C. Kurt Tressel will amend the policy.
- President Melchert spoke with Jean Dickson and went through the Constitution to see what needed to be done to change the current number of BOE members from 11 to 9.
- Motion made by Dave Reilly to approve that policy 210.1C be amended to reflect the Board membership from 11 members to 9. Seconded by Tom Quinn. Approved
- Ms. Alongi followed up with the Andersen family that attended the August BOE meeting. She stated that it is easy to understand how the Iowa Code can be misinterpreted and she can help clarify how the law is stated. Ms. Alongi is pleased to announce to the BOE that Lyle and Lindsay Andersen agreed to enroll their son, Charles, for the 2021-22 school year.

**8. New Business**

- President Melchert asked the new BOE members to introduce themselves.
- Welcome to Chelsea Bush & Teresa Bechen

## **9. Father Jason Crossen - Report**

- The Scott County Catholic School Systems is moving along and should be in place by the 2022-23 school year.
- Strategic Planning – Father Rich is excited about moving ahead and getting a project manager (by the 1<sup>st</sup> of the year) to start looking at the potential of building a new Catholic School/Religious Education Center that can be shared w/St. John Vianney. There will be a steering committee in charge of looking how to get everything in place for building a new school. It will also be necessary to have other committees that will look at how to share ministries between the two parishes. (i.e. CEW, Called & Gifted)
- Father Crossen reminded the Board that there is a Diocesan Capital Campaign in the works to raise money for retired priests and other Diocesan financial needs.
  - a) There was discussion regarding the Diocesan Capital Campaign – Allowing parishes to identify their specific needs (i.e. vocations, priest retirement, parish needs).
- Faith & Fellowship Project– Very happy about how it is moving ahead and that it has been done jointly with the whole parish and school. It's really nice to draw the entire parish together to learn and have not only religious education, but fellowship and discipleship together.

## **10. Principal Report – Jennifer Alongi (See Full Report)**

- Ms. Alongi went over aspects of her report. The report is now formatted in the new Iowa Standards for School Leaders.
- Hotlinks are included in report to the ISASP scores. Students did pretty well when compared with other students in the state. This is the 1<sup>st</sup> year these tests have been given.
- There have been some custodial staff changes.
- There continues to be concerns about COVID in the school with staff/students. Ms. Alongi continues to encourage mask wearing for staff and students.
- Interviews are scheduled to hire a new kindergarten aide.
- All-school Mass schedule has changed.
- Curriculum Night was virtual and took place 9/20/2021. Some parents had difficulty logging on.
- In need of substitute teachers.
  - a) BOE member, Teresa Bechen, suggested contacting the DOE to find out what qualifications one needs to be a substitute in the classroom. Requirements may have changed due to the desperate need of substitute teachers. There may be individuals out there that qualify but don't realize it.

## **11. Business Manager's Report - Sheryl Lackey (See Full Report)**

- Sheryl Lackey went over aspects of her report explaining why some numbers look skewed. In July, income was reported when we invoiced. Year-to-Date adjustments were made in August. Once financial statements are submitted to Assumption, they cannot be changed. All adjustments to tuition were made in August as well as teachers, full-time staff benefits adjusted, three and four-year old tuition was adjusted and revenue will be recognized throughout the year. There are a lot of negative numbers on the report, but as time progresses, you should see the budget align more with the revenue. Because of families converting from non-parish rate to parish rate (families who have joined the Church), tuition will need to be adjusted in the future.

## **12. Special Interest Group Reports:**

### **a. Boosters/AD Report – Dan Colbrese (See Full Report)**

- i. Concession Stand, Starry Night and Admissions generate enough revenue to purchase equipment, basic needs, pay for officials. Maybe there is a night that we can have a celebration of athletics.
- ii. Dan wanted to know what the Board's vision is for the Booster Club as far as revenue sources. Revenue will be provided by Starry Night and Admissions at this point. No food to be served in September.
- iii. Timeline for uniform replacement is rotated. This year, volleyball uniforms will be replaced. Brian Nikulski asked what the timeline is for replacement of uniforms and equipment & costs so Dan can plan for expenses looking forward.

- iv. Met with new Superintendent, Lynne Devaney regarding our athletic program. She was surprised that Lourdes did not offer a Football and Track program.
- v. Need more stakeholders involved in helping make decisions regarding the athletic program (i.e. scheduling, officials, rules/regulations, additional sports and managing COVID protocol). Dan was told by the superintendent to direct any questions to Andy Craig, CEO.
- vi. Girls basketball begins September 27<sup>th</sup>. Girls volleyball begins in October.
- vii. Spectators are allowed. Masks are not being mandated.

**b. Home & School Association – Jen Foley (See Full Report)**

- i. Raised \$78,000 at Starry Night last school year. It was a record number! It was an all virtual event but are hoping to have the Starry Night event in person this year. However, hoping to still have the virtual bidding piece as it was very well received by participants.
- ii. SCCS update – The Diocese has agreed to allow Lourdes to carry over any unspent Starry Night funds received in 2021 to 2022 and moving forward.
- iii. MobileCause Fundraiser Program Kickoff. Those interested can Text “Lourdes” to 91999 to participate/subscribe/contribute to the platform program. MobileCause program platform can be used for all fundraising events. It is also available for the Church to use.
- iv. Events coming up: Trunk or Treat on October 29<sup>th</sup> – doing an in-person/outdoor event, Trivia Night, October 1<sup>st</sup>. Interested parties should get registered.

**c. Teacher Representative – Anne Camarena / Gloria Mesick (See Full Report)**

- i. Student Council Elections were held.
- ii. Gloria Mesick went over some classroom highlights.
- iii. 2<sup>nd</sup> Grade - DOT DAY – encourages creativity and instill confidence in students
- iv. 3<sup>rd</sup> Grade - FOSS Kit – started in all classes. There are a lot of experiments and hands-on activities.
- v. Anne Camarena spoke about teachers recognizing and focusing on the social and emotional needs of students.

**d. Parish Council Report – Kurt Tressel (No Report)**

- i. Next meeting is scheduled 9/28/2021

**13. Religious Education Reports:**

**a. Director of Faith Formation – Emily Andes (See Full Report)**

- i. Emily highlighted various aspects of her report.
- ii. Faith & Fellowship Sunday went well. The objective is to bring everything together on Sundays (i.e. fellowship/worship/learning). The Knights of Columbus served breakfast between 125 and 140 people. People in attendance were excited to be together. Those wishing to view the message delivered by Father Jason and Father John, it is available on the OLOL Facebook page.
- iii. Questions about programs being held virtually
- iv. Spoke about GROW Groups
- v. The Diocese gave the go ahead to attend NCYC in person.
- vi. Sacrament, Confirmations dates are available.

**14. Board Committee Reports:**

**a. Finance – Sheryl Lackey (No Report)**

**b. Policy & Procedure – Kurt Tressel**

- i. Kurt will send out a review schedule prior to the next BOE meeting scheduled for October. There are 5 policies in need of review. Hope to be done with the review of the 400 series in December.

**c. Public Relations / Marketing – Tyler Edwards (No Report)**

**d. St John Vianney Update - Tom Melchert**

- i. Assumption HS will begin playing on the new field for the 2022-23 school year.

**e. Nominating – Dave Reilley**

- i. There are four BOE members going off the Board at the end of this fiscal year. Will need to post in March to recruit new members in accordance with Board Policy.

**f. Executive – Tom Melchert (No Report)**

**15. Closing Prayer**

- i. Father Crossen led the BOE, attendees and guest in a closing prayer.

**16. Adjourn Regular Session**

- i. Meeting adjourned at 7:04 p.m.

**17. Closed Session**

**18. Adjourn**

- i. Closed Session adjourned at 7:47 p.m.

**BOE School Board Meeting Dates. Time for all meetings is 6:00 p.m. and is held in the LCS library.**

**Tuesday, August 17, 2021**

**Tuesday, September 21, 2021**

**Tuesday, October 12, 2021**

**Tuesday, November 16, 2021**

**Tuesday, December 14, 2021**

**Tuesday, January 18, 2022**

**Tuesday, February 15, 2022**

**Tuesday, March 29, 2022**

**Tuesday, April 19, 2022**

**Tuesday, May 17, 2022**

**Tuesday, June 21, 2022**