

St. Francis of Assisi Board of Education Meeting

Thursday, May 10th, 2018

In Attendance: Bill Pierson, Lynn Ricke, Todd Richard, Dan McCoy, Kristen Jacobs, Katie Stock, Michelle Foth, Nicole Saegh, Rachael Crane

Administrators: Misty Hade, Jennifer Raes, Tammy Myers

Guest(s): Welcome New Board Members - Chris McCarville and Pat White (Joe Nguyen - not in attendance), John Aldridge - New Assistant Principal, Lynda McCluen – Student Support Teacher for K-8. Introductions of the group were made.

Call to Order – at 6:32 PM by Bill Pierson

Prayer – Fr. Ray

Approval of Agenda – Request made to add technology budget item to old business. A motion was made to approve the agenda as modified by Dan McCoy and seconded by Nicole Saegh. All in favor/none opposed. Modified agenda was approved.

Approval of Minutes – Approved electronically.

Pastoral Report – *Father Ray McHenry*

- ADA report – Our goal is \$334,040. As of May 4th, \$192,572 has been pledged which is 57.65% of goal. Pulpit talks are in discussion.
- Katie Evans will be our new Communications Coordinator and she begins May 14th.
- Tom Nolan is officially retired. Tom will be on contract until the end of June so he can wrap up some projects for us.
- Our new Associate, Trevor Chicoine, will be starting July 12th.
- Faith Formation Council survey was completed with about a 10% response. Fr. Ray is reviewing currently. The survey had open-ended questions so reviewing all of the comments that came in. For the comments that came in that don't pertain to the Faith Formation Council, Fr. Ray will redirect the comment to the appropriate committee.

Chairperson Report – *Bill Pierson*

- No report.

Day School Administration – *Misty Hade/Jennifer Raes*

- Report submitted electronically.
- Discussed enrollment and potential incoming families/interest.
- Michelle Foth shared that 32 volunteers are needed at the Art Festival to help with the Catholic Schools booth in June.

Preschool Administration – Tammy Myers

- Report submitted electronically.
- Enrollment is changing until final registration packets go out in June and paperwork needs to be back in July so we may get more movement during that time.
- Tammy met with Chris Aldinger about automated tuition payments.
- PT teacher associate position is being advertised again.

Committee Reports –

Home and School –

- Report submitted electronically.
- Auction moved to February 2nd, 2019.

SIAC –

- Michelle is meeting with Megan Osborn and Jason Southward on Tuesday to looking at career day for next year. This will be funneled through SIAC but funded through Home & School.
- Parent survey was reviewed during their meeting. Safety, communication and welcoming were primary themes in the feedback.

PPAC –

- Report submitted electronically.

Building and Grounds –

- Report submitted electronically.
- Preschool carpet request was submitted.
- May 21st meeting, the committee will conduct their internal and external building inspection.
- Gym lights will be replaced in May.

Finance–

- Report submitted electronically.

Technology –

- No meeting held.
- Getting feedback on 5-year plan.

- Smart panels are in and they will go up in June.

Pastoral Council –

- Budgets accepted.

Safety -

- Report submitted electronically.
- Taskforce has developed a template for parishes to use. Since we have a plan, the Diocese is using our plan as the content of the template to share with the other parishes in the Diocese.

Old Business –

- **Google Vault (Katie)** – Tabled until next fall and will launch at that time.
- **FACTS** – No updates.
- **Discernment Review/Changes** – Only three discerned for BOE and pastoral council only had two discerned. Sub-committee forming to look at changes to the process and would like to attract more interest.
- **Long Range Plan (Diocese and SFA)** – Chris Aldinger interested in hearing more about a marketing committee for enrollment. Bill shared his sister's school has a volunteering requirement which reduces their tuition once met. Discussion around the marketing committee to work with the Communications Director.
- Discussed the technology line item discrepancy in the budget. Misty met with Chris to review but questions remain. Chris will be at the June meeting.

New Business –

- **Iowa Test Scores** – We met our goals in all areas that were targeted. Transitional piece from 5th to 6th continues to be an area we need to work on – this gap is a trend in all schools as it's a big year of change to middle school. There are new social studies standards coming out so we can realign with those. Discussed cognitive ability testing. For test comparisons, we only have broader data but we can dig out information on how we compare to Waukee and West Des Moines school districts.
- **Positions Next Year** – Dan McCoy will be Chair. Looking for a Vice-Chair from second year members as well as committee interest from all.

Executive Session –

Katie Stock motioned to enter an executive session at 7:57 PM and Dan McCoy seconded the motion.

Rachael Crane motioned to exit the executive session at 8:35 PM, Michelle Foth seconded the motion. All in favor/non opposed.

Closing Comments/Good of the Order

None

A motion to adjourn was made by Nicole Saegh and seconded by Katie Stock. All in favor/none opposed. Meeting adjourned at 8:35 PM.