

COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING

Minutes February 27, 2017

5:30 P.M. Saint Albert Catholic High School Library

- 5:30** 1. **Call to Order:** Mark Hohneke
2. **Opening Prayer:** Joan Gubbels
3. **Roll Call and Reading of Mission:** Tamara Bernard
MISSION STATEMENT: *Saint Albert Catholic School, in partnership with our parishes, will inspire our students to fulfill their spiritual, academic, moral and physical potential by following the teachings of the Catholic Church.*
4. **Public Comments:** none
- 5:32** 5. **Approval of January 23, 2017 Minutes:**
Motion: Fr. Wilwerding Second: Sheryl Genereux Approved: Y
6. **Agenda Adjustments:** none
- 5:35** 7. **Unfinished/Ongoing Business:**
- A. Enrollment and International Student Update: Dave Schweiter spoke about the current enrollment summary. Dave pointed out specifics about the data and what is done with the information. The projected estimate for the upcoming kindergarteners is 56. There are prospective students touring as well as expected foreign exchange students for the 2017-2018 school year. Dave pointed out the difference between confirmed new students and prospective students. Dave encouraged the board members and the priests to advertise the benefits for students attending Saint Albert.
- B. Policy 511 2nd Reading: Anne Jensen reiterated that Policy 511 indicated that a 95% attendance rate is the expectation which is revised from 90%. A motion was made by Joan Gubbels to approve Policy 511. Second: Tamara Bernard Approved: Y
8. **New Business:**
- A. Epipen and Wellness: Anne Jensen stated that a protocol is now in place for administering an epipen (epinephrine auto-injectors) to any individual due to a life threatening allergic reaction. Anne stated that the school will obtain and keep on file, a prescription and doses of the epipens in a secure but accessible place. Anne stated that all staff will receive instruction as to when and how to administer the epipens. Anne also presented the Saint Albert Catholic Schools Wellness Guidelines that will be implemented. Anne stated that the epipen protocol as well as the wellness guidelines will be posted on the Saint Albert website.
- B. Personnel Update: Dave Schweitzer indicated that 5 teaching positions within the system are posted and applications are being received. Dave spoke about the upper level math position, and a potential job-share position for the current middle/high counselor, religion teaching positions, elementary music, and possibly a future posting for an early childhood position dependent on the number enrolled in the pre-school program for the 2017-2018 school year.
- C. 1st Reading of 2017-2018 School Calendar: Dave Schweitzer presented the draft calendar and pointed out a difference in the number of hours than the number of days. Dave said that 1,080 instructional hours are required and we currently have 33 more hours than required. Dave pointed out the 2017-2018 start day is a Thursday as well as ending the 1st semester by Christmas vacation. Dave stated that there is break in February around President's Day and conferences. There would still be an Easter/spring break. Dave explained how hours are determined and what is subtracted and included. Due to a miscalculation when creating the current school calendar, the current senior class is now 5 hours short of the required instructional hours necessary for graduation. Solutions are being discussed as well as the possibility of a waiver for this discrepancy.

6:30 9. Administrator Reports:

- A. Paul Hans 6-12: Report provided. Paul stated the students are meeting with Fr. Bright and that he will be involved with teaching religion classes in the next school year. A gaming club is set to begin and a farm to table program is being discussed. Paul said a plan is being implemented to develop a support system for 6th graders as well as for 7th and 8th graders to assist with their grade level adjustments. Paul said the middle/high school 2017-2018 course descriptions have been updated and stated that he would see that they are posted on the website. ROTC is being discussed as something that may be offered in the future. Technology and teaching with technology is the focus in the next school year.
- B. Anne Jensen PreK-5: Report previously provided. Anne stated that the elementary music teacher, Marcia Blain is retiring after 40 years teaching; 38 at Saint Albert. Read Across America is taking place with Mrs. Avalos organizing the events. The 5th grade musical is rescheduled for March 3rd. Some parents with children in the daycare have expressed interest in their children attending the 3year old pre-k program. Kindergarten Roundup is February 28th.
- C. Dave Schweitzer: Report previously provided. Dave spoke about ESAs and gave some general information and stated what some misconceptions are. The diocese has hired a public relations firm to outline the information in a dialogue. Host parents are needed for international students for the 2017-2018 school year.

6:52 10. Committee Reports:

- A. Facilities: Report previously provided.
- B. Finance: 2017-2018 Draft Budget and Tuition Rate; Report previously provided. Dave Schweizer spoke about the increase in rates as well as consolidation of rates in grade levels. A motion was made by Rubin Ramirez that the Area Board approve the 2017-2018 school year tuition rate schedule as provided to the members of the Board, which includes consolidated rates for grades 6-8, 9-10 and 11-12. Second: Tamara Bernad Approved: Y

A motion was made by Andrea Barnes that the Area Board approve an increase of 2% salary rate schedule for contracted teachers as well as 2% generally for other staff and also approve a 1% increase in parish assessments for the fiscal year ending in 2018.

Second: Kristen Kirwan Approved: Y Dave Schweitzer expressed gratitude to current and former parents, parishes, and the community for the many sacrifices made so students can attend Saint Albert.

- C. Policies: Anne Jensen stated that at the last meeting they discussed the wellness policy and epipen protocol.
- D. Faith Formation: Dave Schweitzer stated that at the last meeting they agreed that more scriptural studies would be a larger component in religion classes.
- E. Executive: none
- F. SIAC: meeting following Area Board meeting

11. Executive Session:

7:00 12. Closing Prayer: Fr. Wilwerding

Schedule of Meetings:

2016-2017		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
4:00	Faith Form	4	1	6	3	1	5	2	2	6	4	1
5:00	Policy	8	12	10	14	12	9	13	13	10	8	12
Noon	Facilities	10	21	14	9	21	11	8	8	12	10	14
7:00	SIAC			24				27				26
5:30	Exec	16	20	18	15	13	17	21	21	18	16	20
5:00	Finance	16	20	18	15	13	17	21	21	18	16	20
5:30	Area Board	22	26	24	28	19	23	27	27	24	22	26
5:30	Found Board	15	19	17	21	19	16	20	27	24	22	19