

COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING

Minutes Aug. 22, 2016

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:** There were no public comments, but Mark Hohneke noted the good job his predecessor, Anne Rohling, did in keeping things on track. Mark asked Board members to assist him with punctuality.

5:35 5. **Approval of June 27, 2016 Minutes:**

Motion: Rubin Ramirez

Second: Fr. Kottas

Approved: Y

6. **Agenda Adjustments:**

5:40 7. **Unfinished/Ongoing Business:**

6:00 8. **New Business:**

A. Fall Coaches Administrative Approval: Ken Schreiber informed the Board that Kacie Woodley has been hired as a volleyball coach. Ken summarized Coach Woodley's background, including that she has a coaching license and has been coaching club volleyball. Administration was late in submitting the contract for approval due to the difficulty in finding volleyball coaches. Coach Woodley is the third volleyball coach and will coach freshmen. Coach Angie Lantz is the head varsity coach and Coach Justine Olsen is an assistant coach and head JV coach. Father Kottas made a motion to approve the contract for Kacie Woodley as an assistant volleyball coach. Tamara Bernard seconded the motion, which was approved.

Ken Schreiber informed the Board that Saint Albert High School won the Bank of Iowa Challenge Cup for the 2015-2016 school year. The Challenge Cup awards a combination of academics, fine arts and athletics. Challenge Cups are awarded in classes 1A, 2A and 3A. Saint Albert won the 1A Challenge Cup; Carroll Kuemper won the 2A Challenge Cup. Saint Albert administration is requesting that the Challenge Cup be presented at the homecoming pep rally.

B. Enrollment Update: Dave Schweitzer presented the current view of enrollment for the 2016-2017 school year. He compared last year's enrollment to the projections made earlier by administration and also to the students who administration believes will actually be here on the first day of school. Dave stated that we will have 49 more students than the 659 budgeted.

C. Staffing Update: Dave Schweitzer asked the principals to provide the updates on their new hires. Anne Jensen has hired Dana Lynch as the school nurse. Dana has two children at Saint Albert. She's a nurse practitioner and is a parishioner at Holy Rosary parish in Glenwood. Anne has also hired Jill Wesack as the pre-k4 associate. Jill has two children at Saint Albert and is a parishioner at St. Patrick in Council Bluffs. The two new teachers Anne has hired are Shawn Behne for the third section of kindergarten and Becky Assmann as a third grade teacher. Becky is a graduate of Saint Albert and has international teaching experience. She is a member of Corpus Christi parish.

Paul Hans informed the Board of the new hires in the middle/high school. Krissy Poston will teach middle school math and Project Lead the Way courses. She will also assist with cross country coaching. Melissa Johnson is the new chemistry teacher and comes to Saint Albert after teaching at West Harrison. She has one child in the pre-k program. Devin Yeoman is the new life science teacher. Devin was previously in the Peace Corps and has taught in Washington, D.C. Paul also reported that Jean Burns and Mary Jane Peterson have been hired as media co-teachers. They are both retired from Council Bluffs Public Schools, will help with online AP courses, and will give the media department an overhaul. Paul reported that he had very recently interviewed John Knaisuk to replace Robinson Luke as a math teacher. John is a retired college professor and engineer.

Dave Schweitzer reported that, in the spring, Brade Trede replaced John Helton as the maintenance supervisor. Jessi Dolson is replacing Cindy Connolly as the kitchen director; Shawna Hawkins is a new member of the kitchen staff. The day care has also had staffing changes. Dave pointed out that he and Paul Hans are looking for a partner for John Knaisuk as Robinson Luke's previous schedule was more than a full load of classes.

Regarding changes in middle/high school administration, Dave Schweitzer informed the Board that Libby Cerny has joined the middle/high school office staff and will be located in the middle/high school main office. Office space for the middle/high school is being reorganized. The principal's office is where Joe Connolly's office used to be; Paul Hans is joined in that area by Ken Schreiber and Cecilia Hallstrom. The phone system is also being overhauled.

- D. Facilities News: combined with item E.
- E. Technology News: New Chromebooks were purchased with about \$80,000 from the Hilltop Fund and additional large contributions. Web access improvement was funded by a Google grant.
- F. Development/Fund Raising: Dave Schweitzer discussed issues related to the Foundation acknowledging contributions. Some donors prefer anonymity; others like more recognition. Dave stated he is looking for input on how best to recognize donors and gave some examples of situations where donors wish to remain anonymous. The goal is to acknowledge donors to the extent of their comfort.
- G. Tuition Talks: Dave Schweitzer talked about the tuition structure at Saint Albert, which includes CTO and other assistance. He compared Saint Albert tuition to Omaha parochial schools. Saint Albert Elementary is, on average, about \$1,000 more expensive and the high school is about \$3,000 less expensive than Omaha Catholic schools.
- H. Board Member Orientation/Mentoring: Mark Hohneke pointed out the need for more information for members to determine what committees to join. Mark suggested that new board members might want to pair up with experienced board members. Dave Schweitzer discussed different ways that school districts typically address board member education and work sessions.
- I. Committee Assignments: Members of the committees discussed the work of those committees. The work of the Saint Albert Educational Foundation was also discussed. Board members then each stated their committee membership preferences. Dave Schweitzer and Mark Hohneke noted the preferences of the members and will work together to populate the committees.

6:35 9. Administrator Reports:

- A. Paul Hans 6-12: Paul distributed his report. He discussed the faith formation schedule for the year. Paul pointed out that middle school and new student orientation will be held Tuesday, August 23. Chrome Books will be assigned to middle schoolers. Paul also highlighted ongoing efforts to improve electronic communication with parents. He stated that administration wants to communicate with all of those it needs to while not needlessly communicating with those who don't need to hear from Saint Albert administration.
- B. Anne Jensen PreK-5: Anne pointed out that the elementary school will hold Mass on the first day of school (Thursday, August 25) at 9:30. She outlined professional development planned for the year. Anne closed by acknowledging the tremendous efforts of Diane Shanno and Melinda Straka to prepare the start of school. She also acknowledged Brad Trede and his maintenance staff for the excellent work they have done.
- C. Dave Schweitzer: Dave encouraged parents to attend Masses offered at Saint Albert. First Friday Masses are held at 8:45 a.m. in the elementary gym and are followed by refreshments. High school Masses are on Wednesdays at 8:45 a.m.

6:48 10. Committee Reports:

- A. Facilities: no meeting held
- B. Finance: no meeting held
- C. Policies: no meeting held
- D. Faith Formation Committee: Dave Schweitzer met with Cindy Assmann and reviewed the Mass schedule, Community Involvement Day activities and service opportunities.
- E. Executive Committee: met and set the Area Board meeting agenda
- F. SIAC-Enrollment Committee: the first meeting is scheduled for October 24.

6:57 11. Closing Prayer: Fr. Kottas – Fr. Wilwerding offered the closing prayer as Fr. Kottas had already left the meeting. The meeting was adjourned at 6:57 p.m.

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
7:30	SIAC			24			23					26
5:30	Exec	16	20	18	15	20	17	21	20	18	16	20
5:00	Finance	16	20	18	15	20	17	21	20	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