

**COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING**

**Minutes April 24, 2017**

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

- 5:30 1. **Call to Order:** Mark Hohneke
2. **Opening Prayer:** Fr. Wilwerding
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:** Joe Narmi addressed the board with concerns about the process in place for hiring coaches. Joe requested that the vote to offer a 2017-2018 teaching/coaching be tabled. Joe presented a letter detailing his concerns, his resume, and basketball program vision. Joe requested the Area Board to consider him a candidate for the head boys varsity basketball coaching position for the 2017-2018 school year.
- 5:32 5. **Approval of March 27, 2017 Minutes:**  
Motion: Fr. Kottas    Second: Andrea Barnes    Approved: Y
6. **Agenda Adjustments:** None
7. **Unfinished/Ongoing Business:**  
A. Policies 558.1, 559.3, 854 2<sup>nd</sup> Readings, Policy 551.5 and 551.6 1<sup>st</sup> Readings: Dave Schweitzer read Policy 558.1 in full with corrected language. Motion made by Fr. Kottas to approve edited version. Second: Kristen Kirwan Approved: Y Dave Schweitzer read Policy 559.3 in full. Motion made by Fr. Kottas to approve stated policy. Second: Fr. Wilwerding Approved: Y Dave Schweitzer read Policy 854 in full. Motion made by Fr. Kottas to approve stated policy. Second: Tamara Bernard Approved: Y Dave Schweitzer explained Policy 551.5 and 551.6 as it pertains to the State of Iowa requiring a formal statement regarding students unpaid meal balances. Dave opened up the discussion regarding the opinions of the Area Board as to how high balances should be before a student is denied a hot lunch. The Policy Committee will present their determinations as a 2nd reading at the May Area Board meeting.  
B. Enrollment Update: Dave Schweitzer provided an enrollment update. Current enrollment is 689. Anne Jensen stated that 57 students are registered for kindergarten. Anne said that they are prepared for up to 18 PreK-3 children in each of the 2 classes with current teachers and associates.
- 6:03 8. **New Business:**  
A. Teaching Contracts: Dave Schweitzer presented a handout containing information about Renatta (Joan) Albury and Ben Holling for consideration for 2017-2018 teaching/coaching contracts. Dave explained the process of hiring the teaching and coaching positions which includes an online application, listing of employment history, references, viewing where the candidate has applied, and online screening. Interviews include a formal screening of about 30 different questions. Dave stated that much is reviewed and references checked about qualified applicants prior to various interviews from staff and administrators. Following an interview, an offer of employment is presented and a contract would be presented after approval from the Area Board. Dave stated that due to the significant number of applicants, notification to applicants who would not receive an interview is not given. Paul Hans, Ken Schreiber and Anne Jensen agreed and also indicated that a teacher/coach is always the preferred option but that consideration to current coaches and/or those not currently employed by Saint Albert is given and compared to other qualified applicants. Motion was made by Kristen Kirwan to table the vote for 2017-2018 teaching/coaching contracts and to go into executive session. Second: Joan Gubbels Approved: Y with 6 in favor of and 4 opposed to going into executive session.

- B. Proposed Sheryl K. Johnson Child Care Center Expansion: Dave Schweitzer stated that rearrangement of existing elementary early childhood space could allow for expansion of the daycare. Dave stated that there is a waiting list for specific ages in the daycare and options for the expansion are being explored.
- C. Strategic Planning Update: There was a presentation by architects at the auction. Future public meetings with general information will take place. Dave Schweitzer presented a handout with general information about the master plan.

6:32 9. **Administrator Reports:**

- A. Paul Hans Middle/Sr High: Report previously provided. Paul gave more information about what the different teachers are working on in the specific subject areas. Paul will present examples of technology at the May meeting for the Area Board to review. Paul and various staff attended the Nebraska Educational Technology Association. Paul said they are still interviewing for language arts and religion teacher positions. Paul said there will be an orientation for upcoming 6th grade parents on May 9th.
- B. Anne Jensen PreK-5: Report previously provided. Anne stated that on April 5<sup>th</sup> the staff participated in a service project outside of the school. The running club is completing their season with a 5K. The talent show is scheduled and tryouts to take place. Anne said that this year the chess club was open for 2nd graders and was found to be very enriching. Anne said many year end programs and field trips are taking place. The summer reading programs final plans are underway with 5 teachers assisting. Anne stated there may be a small charge to participate in the program to offset some expenses. Anne said that the 1st week in May is Teacher Appreciation Week and a farewell for Mrs. Blain will take place on May 5<sup>th</sup>.
- C. Dave Schweitzer: Report previously provided. Dave presented a preliminary draft of auction income and expenses. Dave pointed out the different line items on the draft handout. A brief discussion was held about various pros and cons and expenses related to hosting the event on site compared to the MAC. Specific auction results will be provided in the upcoming months.

7:05 10. **Committee Reports:**

- A. Facilities: none
- B. Finance: Report previously provided. Cathy Faurot stated that we are approaching lean months.
- C. Policies: above
- D. Faith Formation Committee: Dave Schweitzer stated that the group discussed the open religion teaching position and scheduling as well as Fr. Bright's experiences thus far and his involvement in the upcoming school year.
- E. Executive Committee: Mark Hohneke stated they set the agenda for the Area Board meeting.
- F. SIAC: A June meeting is scheduled.

11. **Executive Session:** At 7:10 a motion was made by Joan Gubbels to go into executive session.  
 Second: Kristen Kirwan Approved: Y  
 At 7:40 a motion was made by Joan Gubbels to come out of executive session.  
 Second: Rubin Ramirez Approved: Y  
 Tamara Bernard made a motion to recommend to Saint Albert administrators that they extend offers of employment and issue 2017-2018 contracts to the following candidates:  
 1) Renatta (Joan) Albury for the high school math teacher position  
 2) Ben Holling for the high school social studies teacher/head boys' basketball coach position.  
 Second: Kristen Kirwan Approved: Y

7:42 12. **Closing Prayer:** Dave Schweitzer

<b>2016-2017</b>		<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
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	Foun.Board	15	19	17	21	19	16	20	27	24	TBD	19