

COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING

Minutes March 27, 2017

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

- 5:30 1. **Call to Order:** Mark Hohneke
2. **Opening Prayer:** Fr. Kottas
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 February 27, 2017 Minutes:**
Motion: Rubin Ramirez Second: Tamara Bernard Approved: Y
6. **Agenda Adjustments:** none
7. **Unfinished/Ongoing Business:**
- A. 2017-2018 School Calendar 2nd reading: Dave Schweitzer presented the calendar with a slight change with the last week and the last day for seniors due to required hours from the state of Iowa. A motion was made by Fr. Kottas to approve presented 2017-2018 school calendar. Second: Andrea Barnes Approved: Y
- B. Enrollment Update: Report previously provided. Dave Schweitzer stated that 2 new students have been enrolled since the previous update bringing the total enrollment to 689.
- 5:35 8. **New Business:**
- A. 2017-2018 Teacher Contracts: A list was presented by Dave Schweitzer including current teachers as well as new teachers. Dave pointed out some positions are split between elementary and middle/high school as well as positions that will be a job share and some that are 9/8 contracts. Dave stated that the middle/high school counselor presented a letter of resignation and that position will now be a job share between two teachers, Kathy Beckman and Kathy Jennings. Dave explained the specifics about how the position would be shared as well as possibilities of a combined religion/Spanish position. Rachel Edler Pischnot has been hired as the new elementary music teacher. A discussion was held about the timeframe that administrators were notified of vacancies, how positions are being advertised and filling the upper level math position. Rubin Ramirez made the motion to offer teaching contracts to the elementary, middle/high school administrators and teachers presented to the Area Board and offers of employment to candidates selected by the school administration for the open positions presented to the board with the understanding that contracts for selected candidates will be presented for Area Board approval in the future. Renewal contracts will not be issued to those listed under vacancies. Second: Tamara Bernard Approved: Y
- B. Policies 558.1, 559.3, 559.4, 560, 561, 562, 670, 853, 854, 951, 951.1, 951.2 1st Readings: Policies presented in full by Dave Schweitzer. Dave presented Policy 558.1 as a 1st reading recommending a slight deletion regarding graduation requirements and a grandfather policy. Dave presented Policy 559.3 as a 1st reading regarding due process and the change would be to email rather than postal mail parent notification. All remaining policies are recommended as written and a motion was made by Andrea Barnes to approve as such. Second: Kristin Kirwan Approved: Y
Policy 854 regarding approved purchases, is recommended to be increased to \$20,000 as the revision and a 2nd reading will take place in April.
- C. Co-op Swimming with Lewis Central Schools: Dave Schweitzer presented a recommendation for a cooperative effort with Lewis Central for boys and girls high school swimming for the 2017-2018 school year. Dave stated that conversations with schools, coaches, parents and students were held to discuss the switch from Council Bluffs Public Schools swimming team to Lewis Central cooperation. Dave said that there would be an expense of about \$250 per student that Saint Albert would absorb. A motion was made by Fr. Kottas to approve the cooperative swimming program for the 2017-2018 school year. Second: Fr. Wilwerding Approved: Y

6:18 9. **Administrator Reports:**

- A. Paul Hans Jr/Sr High: Paul handed out a report. Paul said he is working to align curriculum with guidance from the diocese and updating course catalog including ROTC. Course requests are coming in and elective options are being offered. Paul attended a technology conference and is working to implement options of online materials by using resources available and assessing ways to make more devices available in classrooms. Paul said the students who traveled to the Dominican Republic have arrived home. A new cheer coach, Melissa Johnson, has been named. In the 1st quarter of the 2017 school year, there will be a “middle school 101” to assist students with many aspects of their new middle school experience. There is work beginning on 2017-2018 scheduling and what students need to graduate.
- B. Anne Jensen PreK-5: Report previously presented. Anne stated that the elementary faculty meet every Wednesday for a Lenten prayer service. Anne said that the state of Iowa requires teachers who have English language learners take a required training involving 5 modules. That will begin this Wednesday for all staff and must be completed by the fall of 2017. Data has been evaluated and at risk students have been identified. Anne stated that a summer reading program is being organized and planned with the PSG assisting with expenses. Marcia Blain is retiring after 40 years. A farewell for her will be held in conjunction with the elementary music concert.
- C. Dave Schweitzer: Report previously presented. Dave stated that the strategic planning committee is having dialogue about the enrollment in the daycare and ways to provide additional daycare space by reconfiguring other grades/classrooms. Dave stated he had a meeting with Bishop Pates and members of his staff about our current financial state. It was determined that there is a great need for foundation income and building the reserve. Bishop Pates stated a reasonable reserve should be established prior to any capital improvement and he should be consulted prior to drawing on the line of credit in the future.

6:36 10. **Committee Reports:**

- A. Facilities: Report was previously provided. Seasonal work being done and projects outdoors.
- B. Finance: Report was previously provided. Lorrie Powers stated that the line of credit has been paid. A directive to increase the foundation reserve should be built which would be an amount equal to or greater than 3 months of monthly expenses. Cathy Faurot and Dave Schweitzer stated that Saint Albert should expect additional funds from Sharing God’s Gifts.
- C. Policies: see above
- D. Faith Formation Committee: Report was previously provided. Rubin Ramirez said that Lenten projects include Pennies for Pasta, Caring for our Common Home – Crops to Table. Daily reflections are being sent to teachers for students. Save our Seniors is scheduled for the Sunday after prom for current seniors. The summer Kairos is scheduled for June 11-14.
- E. Executive Committee: Dave Schweitzer said that the committee met after the Finance Committee meeting and covered the agenda for the Area Board meeting.
- F. SIAC: none

11. **Executive Session:** none

6:41 12. **Closing Prayer:** Jackie Bertelsen

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	Foud.Board	15	19	17	21	19	16	20	27	24	22	19