



COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING
Minutes March 26, 2018
5:30 P.M. Saint Albert Catholic High School Library

- 5:34 1. **Call to Order:** Lorrie Powers
2. **Opening Prayer:** Fr. Wilwerding
3. **Roll Call and Reading of Mission:** Tamera 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
- 5:35 5. **Approval of February 26, 2018 Minutes:**
Motion: Lorrie Powers Second: Fr. Kottas Approved: Y
6. **Agenda Adjustments:**
7. **Unfinished/Ongoing Business:**
A. 2018-2019 School Calendar Revisions: Dave Schweitzer presented a 2018-2019 school calendar for input. Dave pointed out the number of days built in for school closures. Discussion was held about including President's Day as a day in session or out of session. A recommendation was made that President's Day is scheduled as out of session with a vote of 6 in favor, 1 against and 3 abstaining.
B. Enrollment Update: Dave Schweitzer presented a report. Dave stated that the enrollment has increased by 5 students (a family of 4 recently moved back to the area and a new senior were enrolled).
- 5:48 8. **New Business:**
A. Staff Contract Recommendations/Vacancies: Dave Schweitzer presented a list of teachers offered contracts and a list of those teachers known to be leaving/open positions. Anne Jensen indicated that there are currently no open elementary teaching positions. Dave stated that there are open positions in the middle/high school including: counselor, extended learning, pt PE, pt foreign language, math, vocal music, possibly social studies/STEAM. Some positions could be combined dependent on the candidate and all positions are currently advertised.
B. Graduation Requirements: In Paul Hans' absence, Dave Schweitzer presented the current course descriptions containing current graduation requirement and additions. Dave recommended that the Area Board consider this information and at what grade to implement these additions. Dave stated that normally this would begin with the incoming freshmen. Dave said a second look will take place at April meeting.
C. Childcare Proposal: Anne Jensen stated that she and Lara McClelland are proposing to provide fulltime benefits to 5 current staff members to enable the daycare to care for 6 additional children. This would bring the daycare to full capacity. Anne stated that revenue would increase because of the 6 additional children, but the cost of additional fulltime employees would not cause the daycare to lose or make additional money. Fulltime staff would provide more continuity with care. Anne also stated that it is difficult to find and retain qualified part-time employees. Discussion was held about the proposal. Cathy Faurot presented her findings of the proposal and stated that the daycare is just now making a contribution to its unallocated expenses and that her financial analysis indicated a small upside potential with a huge downside risk. Cathy indicated that the daycare is not paying rent, maintenance or utilities. Dave Schweitzer stated that this discussion is more suited at the finance committee meeting. Dave added that the daycare cannot generate a deficit and any changes, would be in small steps. If those changes are successful, additional changes can be considered.

D. Development Audit Presentation: Kevin Warneke from the Steier Group summarized his findings as well as shared information outside of the purview of the audit questions. The Area Board members were presented copies of the full report and Dave Schweitzer received an executive report. Kevin stated that information from the report will be made public at a later date.

- 6:49 9. **Administrator Reports (for review no discussion):**
A. Paul Hans M/S High:
B. Anne Jensen PreK-5: A report was previously provided.
C. Dave Schweitzer: A report was previously provided.
- 7:00 10. **Committee Reports (for review no discussion):**
A. Facilities:
B. Finance: A report was previously provided.
C. Policies:
D. Faith Formation Committee:
E. Executive Committee:
F. SIAC:
- 7:05 11. **Executive Session:** A motion was made by Kristen Kirwan to go into executive session.
Second: Joan Gubbels Approved: Y

A motion was made by Kristen Kirwan at 7:25 to come out of executive session.
Second: Sheryl Genereux Approved: Y
- 7:25 12. **Closing Prayer:** Fr. Thakadipuram

Schedule of Meetings:

2017-2018			Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
4:00	Faith Form	1 st Thurs.	3	7	5	2	7	4	1	1	5	3	7
5:00	Policy	2 nd Mon.	14	11	9	13	11	8	12	12	9	14	11
Noon	Facilities	2 nd Wed.	9	13	11	8	13	10	14	14	11	9	13
7:00	SIAC								26	TBD			
5:30	Exec	3 rd Tues.	15	19	17	21	12	16	20	20	17	15	19
5:00	Finance	3 rd Tues.	15	19	17	21	12	16	20	20	17	15	19
5:30	Area Board	4 th Mon.	28	25	23	27	18	22	26	26	23	21	25
5:30	Found Board	3 rd Mon.	21	18	16	20	TBD	15	19	19	16	TBD	18

**Area Board Committee Assignments
2017-18 (Revised 9/25/2017)**

Faith Formation

Cindy Assmann
Fr. Bright
Joan Gubbels
Paul Hans
Anne Jensen
Rubin Ramirez

School Improvement Advisory

Tamara Bernard
Paul Hans
Anne Jensen
Kristen Kirwan
David Schweitzer
Joe Sneed

Policy

Andrea Barnes
Paul Hans
Anne Jensen
David Schweitzer

Finance Committee

Tamara Bernard
Cathy Faurot
Sheryl Genereux
Anne Jensen
Paul Hans
Mark Hohneke
Kristen Kirwan
Fr. Kottas
Lorrie Powers
David Schweitzer
Diane Shanno
Joe Sneed

Facilities

Joan Gubbels
Cecilia Hallstrom
David Schweitzer
Diane Shanno

Development Committee

TBD . . . Winter 2017-18