

COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING

Minutes July 16, 2018

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



- 5:30 1. **Call to Order:** Mark Hohneke
2. **Opening Prayer:** Sheryl Genereux
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. **Approval of May 21, 2018 Minutes:**
Motion: Lorrie Powers Second: Tamara Bernard Approved: Y
6. **Agenda Adjustments:** None
- 5:33 7. **Unfinished/Ongoing Business:**
- A. Enrollment Update: Dave Schweitzer stated that due to the power school rollover with some updates, a report was not provided. Dave said that there is an influx of students enrolling and transferring. Dave stated that there is a need for foreign exchange student host families.
- B. Calendar Revision/Review: Dave Schweitzer indicated that there was an adjustment to the 2018-2019 school calendar as the state of Iowa has a restriction that the start date for schools cannot be prior to August 23rd. Therefore, the start date for Saint Albert is now on Thursday, Aug. 23rd. Anne Jensen stated that the Prek3 class will be in session on Aug. 22 but that is the only grade level exception. Dave said that the auction will be held March 30th and classes will not be in session of Friday, March 29th. Dave provided the revised calendar. Dave also provided the 2018-2019 schedule of meetings and asked the board to review the dates. Any revisions or discussion will take place at the August Area Board meeting.
- 5:38 8. **New Business:**
- A. Personnel Update: Dave Schweitzer said that all the open teaching positions have been filled except for the band position. Dave said some offers have been made but not accepted. Dave is making arrangements to interview 2 qualified candidates and hopes to have a decision by the end of the week.
- B. Contract Updates/Diocesan Teacher and Admin. Template: Dave Schweitzer stated that Dr. Bonday provided new administrator and teacher contracts templates for all schools in the Diocese to replace the previous template used. This is to allow continuity for the Diocese but addendums may be added.
- C. Parish Assessment: Dave Schweitzer said that parish assessments are determined by specific financial information obtained from the Diocese which is specific to each parish. Dave said that assessments account for 25-30% of Saint Albert's annual budget. Dave said the assessment from Corpus Christi is significant but that the expenses at Saint Albert is significantly more. Dave added that assessments vary across the Diocese with some schools shouldering more than 50% and some as high as 75%. Dave said that Saint Albert is lower on the spectrum especially in the elementary level as parishes pay more by comparison in other elementary schools. Fr. Kottas stated that the formula was determined by a member of Queen of Apostles many years ago. explained in detail how the parish assessment formula is determined with 4 factors (tithes, plate, Christmas collection, Easter collection) over a 2 year average. Fr. Kottas reiterated that the financial information comes directly from the Diocese. He said that once the assessment is determined it should not increase or decrease by more than ½ % but there are some exceptions to decrease assessments.

Fr. Thakadipuram said that tithing is down at Corpus Christi due to parishioners moving to the new St. Patrick's church and some to other parishes. He said the formula for determining the assessment only takes into consideration income not parish expenses and he does not have the funds to continue to make full assessment payments in which both April and May payments were only half and payments for June and July have not yet been received. Fr. Thakadipuram stated that he cannot pay what he does not have and provided a report of expenses including a projection of over \$400K in salary & benefits for Corpus Christi. Fr. Kottas stated that after reviewing the report of Corpus Christi expenses, he contacted Fr. McNeal and his estimation of salary/benefit expenses was considerably lower than what was projected on the report Fr. Thakadipuram provided. Fr. Kottas encouraged fundraising at Corpus Christi as well as the suggestion to borrow against the funds received for the "building funds" or to ask the Diocese for the funds as ways to pay the remaining partial payments from April and May, make full payments for June and July and resume full monthly payments going forth.

Dave Schweitzer stated that Corpus Christi withholding full or partial assessment payments creates a projected deficit for the upcoming school year budget as well as immediate crisis for Saint Albert during the summer months which is unacceptable. Kristen Kirwan asked Fr. Thakadipuram if the Saint Albert families were aware of the situation and spoke about how the lack of full payments affect the school and students and also questioned if withholding full assessment payments was optional. Fr. Thakadipuram said that Bishop Pates is aware of the situation and unless absent from a recent meeting, members of the Corpus Christi Finance and Parish Councils are also aware and they did discuss the option of taking out a loan but determined not to initiate one. Sheryl Genereux stated that when she learned of the issue at the SA Finance Committee meeting she contacted the president of the Corpus Christi Parish Council and he was not aware of the issue. Area Board members including Joe Sneed encouraged Fr. Thakadipuram to share the information about the financial situation at Corpus Christi with his parishioners as soon as possible. Joan Gubbels stated that she was unaware of the financial situation involving assessment payment. She stated that many parishioners are unhappy with the parish merger especially with the elimination of the 5:30 p.m. mass at Holy Family and suggested it be resumed.

Dave Schweitzer said he will be supportive of Corpus Christi and will not hold leverage of facility use over Corpus Christi for religious education or parish activities but expects changes beyond half payments. Dave also added that Fr. Thakadipuram should tell the parish of the problem and greatly improve the communication with Saint Albert and administration. Rubin Ramirez stated as a Corpus Christi Finance Council member he was not aware of the situation but that at a recent meeting, they have discussed fundraising. Rubin suggested that the Corpus Christi Finance Council meet again to discuss the prospect of the loan to make the assessment payments. Fr. Thakadipuram stated that the situation is grim but is hopeful that with the collaboration of the parish and various board members, priests, Diocese and Saint Albert administration, a solution can be obtained.

Cathy Faurot spoke to the specifics of how the short assessment payments from Corpus Christi are affecting Saint Albert currently as well as the long term effects. Cathy said that the Foundation Board graciously agreed to transfer \$155K of scholarship funds from the Baird Investment account to assist with the immediate financial needs at Saint Albert. Cathy stated that the 2018-2019 budget was obtained and the lack of full assessment payments will cause a \$322K shortage which must be addressed as soon as January and could involve staffing for the 2019-2020 school year. Mark Hohneke urged collaborative planning with immediate steps to solve the problem and updates about this plan/steps at the next Area meeting with a resolution by October 1st.

- D. Board Elections: Elections were held for all officer positions. Sheryl Genereux was elected as the President. Andrea Barnes was elected as the Vice Pres./Secretary. Kristen Kirwan was elected as the Treasurer.

- 7:11 9. **Administrator Reports:**
- A. Anne Jensen Elementary Principal: A report was previously submitted. Anne stated that summer camps and reading programs were held. Kidz Kare has had large numbers and that the elementary library is open for students to check out books.
 - B. Dave Schweitzer Head of Schools: A report was previously submitted. Dave said there is ongoing participation in development and planned giving as well as determining a candidate for the development director position. Area Board members asked about the amount received for the parking lot repairs as well as a progress for repairs to take place. Dave confirmed that \$40K was received from the Diocese and is ear marked for the repair. Two bids were received and repairs should take place soon with Paul Cox donating the paint/labor to mark the lines.
10. **Committee Reports:**
- A. Facilities: none
 - B. Finance: A report was previously submitted.
 - C. Policies: none
 - D. Faith Formation Committee: none
 - E. Executive Committee: Committee met and set Area Board agenda.
 - F. SIAC-Enrollment Committee: none
11. **Executive Session:** none
- 7:23 12. **Closing Prayer:** Tamara Bernard