



**COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING**  
**Minutes August 27, 2018**  
**5:30 P.M. Saint Albert Catholic High School Library**

**5:30 1. Call to Order:** Sheryl Genereux

**2. Opening Prayer:** Joan Gubbels

**3. Roll Call and Reading of Mission:** Kristen Kirwan

**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 July 16, 2018 Minutes:**

Motion: Mark Hohneke Second: Rubin Ramirez Approved: Y

**6. Agenda Adjustments:** none

**5:37 7. Unfinished/Ongoing Business:**

A. 2018-2019 Area Board and Committee Calendar: A calendar was presented that lists all the committee meeting dates. Some dates were changed due to holidays and the school calendar. The updated committee meeting calendar will be presented again at the September meeting.

B. 2018-2019 Area Board Committee Selection/Assignments: Dave Schweitzer listed the different committees available for members to join. He stated that he will send an email poll and members should respond with their committee selections. Dave will present the member list at the September meeting.

**5:40 8. New Business:**

A. Enrollment Update: Dave Schweitzer presented an enrollment update. He stated that there are currently 671 students enrolled and added that the number is lower from 697 last year partly due to a large graduating senior class. Dave stated that enrollment can fluctuate. A question was asked about how to measure enrollment capacity. Dave and Anne Jensen explained that there are factors used to determine capacity including: number of students compared to teachers. Dave said that many middle/hs teachers have multiple endorsements to enable flexibility.

B. Parish & Inst. Safety (Weapons Free Pol. & BADGE Prog.): Dave Schweitzer presented a letter from Bishop Pates offering the Diocesan directive on parish and school security/safety. The directive indicates that only active officers (on duty or off duty but not retired) may carry a weapon and that there should be signage indicating that the campus is a weapon free zone. Dave presented an updated BADGE program with that information.

C. Diocesan Strategic Planning (Vision for the Future): Dave Schweitzer presented a draft from the Diocesan Strategic Planning Committee outlining specific pillars/vision: Discipleship, Academics, Enrollment, Funding & Governance. Dave stated that there will be specific actions and measurable goals with each. Dave will email Area Board members with information for their input, potential involvement or to ask questions. A question was asked about the progress of hiring a development director. Dave stated that there were 2 candidates and 1 offer made which was declined. Dave said additional information would be shared during the executive session.

D. Iowa Alliance for Choice in Education (Iowa 529 Savings Plan): Cathy Faurot stated that there have been some families who have utilized the program to pay for their current tuition.

E. Activity Update (Football Participation): Ken Schreiber stated that there are 35 total students on the football team. He said there will be 9 regular season varsity games, 2 9<sup>th</sup> & 10<sup>th</sup> grader games, and 4 JV games. Ken stated that there are slightly fewer players this year since a large senior class graduated. Ken said that there is not a St. Albert PAL football team this year due to lower number of players. Some SA students are playing for Lewis Central and other club teams, which were approved by the state. Ken indicated that he and other coaches have spoken with many parents and many are concerned about the concussion risk. Ken said this seems to be a trend nationwide. Iowa High School Athletic Association recently did a study but have not yet published their findings.

F. Facility Updates (tour available after meeting-Auditorium & Fitness Center): Dave Schweitzer offered to take members on a tour of the facility to view the completed and partial renovations. Dave was asked about the funds received to repair the parking lot. Dave stated that Bishop Pates released \$40K to Saint Albert from the Sharing God's Gifts Campaign and an additional \$5K was received from a donor. Dave stated that the current repairs and those that are to be done within the next couple weeks will total about \$35K, which leaves approximately \$10K for additional repairs in the Spring.

**6:13 9. Administrator Reports:**

A. Anne Jensen PreK-5: A report was previously submitted. Anne said that Allison Baldwin was facilitating a health program for the elementary staff again this year. Anne said the STEAM room is expanded to include preK4 – 2<sup>nd</sup> grade with other grades doing project/activities in their classrooms. Anne stated that 9 members of the staff Leadership Team will attend the 3 day PLC (Professional Learning Communities) Institute in Des Moines. Title 2 funds will be used to cover the cost. Anne stated that Chrystal Dawson has been hired as an elementary associate.

B. Dave Schweitzer: A report was previously submitted. Dave Schweitzer stated that SA will receive the 2017-2018 State Cup again. Ken Schreiber spoke about the many academic points received as well as points received for sports and activities including band, vocal and speech competitions. Ken stated that SA has won the State Cup 6 out of the last 10 years. Dave stated that the 2<sup>nd</sup> round of CTO allocations was just received with many applicants and recipients. Dave provided information about the incomplete elementary flooring refinishing and his dissatisfaction with the timeframe. He stated that there will be a process for a negotiated final payment once the work is finally complete.

**6:24 10. Committee Reports:**

A. Facilities: Dave Schweitzer offered tours of the facilities. He stated there was ceiling tile damage due to recent rains and that the ele. heating/air is under repair.

B. Finance: A report was previously submitted. Cathy Faurot stated that the annual and semiannual tuition payments being made along with the first of the FACTS payments. Cathy stated that several large invoices including Council Bluffs busing, workers compensation, payroll and benefits along with other misc. invoices will need to be paid. This will cause another potential short fall in cash. A question was asked about the final accounting of auction revenue. Cathy stated that invoices are still coming in for payment from the auction but revenue should be close to approx. \$120K. A question was asked about the assessment payments from Corpus Christi. Cathy indicated that as of the prior week, Corpus Christi's balance was \$131K.

C. Policies: none

D. Faith Formation Committee: Dave Schweitzer stated that the met briefly to discuss retreats. Dave said that the current hot lunch staff members will provide the meals for retreats this year.

E. Executive Committee: The committee met to set the Area Board agenda.

F. SIAC-Enrollment Committee: none

**11. Executive Session:** A motion was made at 6:34 by Fr. Kottas to go into executive session.  
Second: Kristen Kirwan Approved: Y

A motion was made by Joan Gubbels at 7:00 to come out of executive session. Second: Rubin Ramirez  
Approved: Y

**7:00 12. Closing Prayer:** Fr. Kottas

**Schedule of Meetings:**

<b>2018-2019</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	1 <sup>st</sup> Thurs.	2	6	4	1	6	10	7	7	4	2	6
5:00	Policy	2 <sup>nd</sup> Mon.	13	10	8	12	10	14	11	4	8	13	10
Noon	Facilities	2 <sup>nd</sup> Wed.	8	12	10	14	12	9	6	13	10	8	12
7:00	SIAC								25				24
5:30	Exec	3 <sup>rd</sup> Tues.	21	18	16	20	11	15	19	19	23	14	18
5:00	Finance	3 <sup>rd</sup> Tues.	21	18	16	20	11	15	19	19	23	14	18
5:30	Area Board	4 <sup>th</sup> Mon.	27	24	22	26	17	28	25	25	29	20	24
5:30	Found Board	3 <sup>rd</sup> Mon.	20	17	15	19	*17	21	18	18	15	20	17

**Area Board Committee Assignments  
2018-2019**

**Faith Formation**

**School Improvement Advisory**

**Policy**

**Finance Committee**

**Facilities**

**Development Committee**

