

COUNCIL BLUFFS AREA BOARD OF CATHOLIC EDUCATION MEETING
Minutes October 22, 2018
5:30 p.m. Saint Albert Catholic School (High School Library)



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

2. **Opening Prayer:** Joe Sneed

3. **Roll Call and Reading of Mission:** Andrea Barnes

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:** Joan Gubbels thanked the board members who attended the Ambassadors dinner last month. Sheryl Genereux thanked the Ambassadors for all they do for Saint Albert.

5:35 5. **Approval of September 24, 2018 Minutes:**

Motion: Fr. Kottas

Second: Joe Sneed

Approved: Y

6. **Agenda Adjustments:** Dave Schweitzer stated with the late arrival of ACT results, there will now be an agenda item under new business.

5:40 7. **Unfinished/Ongoing Business:**

A. Enrollment Updates: Dave Schweitzer provided enrollment information. He stated that there are currently 670 students enrolled including 8 foreign exchange students.

B. Revision/Amendment of Approved August Meeting Minutes: Dave Schweitzer stated that the official minutes approved by the Area Board requires an amendment to the wording regarding the interview process of the development director. Dave presented that edited wording. A motion was made by Joan Gubbels to approve that stated amendment. Second: Kristen Kirwan
Approved: Y

C. Kidz Kare Rates: Anne Jensen stated that she is working with the Meitler group in ways to make both the daycare and Kidz Kare more profitable.

5:45 8. **New Business:**

A. Policy Reviews: Board Policy Online Link

<https://saintalbertschools.org/welcome/boards-and-organizations/policies-and-regulations/>

Section 200: Reviewed without recommended revisions

Section 400: Revisions 1st Reading of Policies 413.1, 425.1, 433, 434. Dave Schweitzer presented each policy with edits and received suggestions on wording. Edits will be made and presented as 2nd Readings at the November Area Board meeting.

Remaining 400 policies reviewed without recommended revisions.

B. Auction & Annual Appeal Update: Dave Schweitzer stated that the recent auction party was successful and well attended. Dave stated that the Jeep for the raffle was at the venue and that the Foundation Committee is in the process of receiving a 2nd raffle license for another item. Dave said that raffle sales will not be available on-line. Dave stated that the mailing for the annual appeal went out to approximately 6,500 households. There was an error with the BidPal link on the mailing but it has since been corrected. Dave said that the list for the mailing was from a donor data base as well as the school records. A presentation will be held for the staff as well as sending a follow up letter. Updates will be provided at the next meeting.

- C. ACT Results: Dave Schweitzer provided information about the recent graduation class scores compared to the 5 year trend. Dave stated he was disappointed that the recent scores seemed to have declined in certain areas. Dave indicated that 61 students graduated but only 51 took the ACT which seemed strange as well as the unusually lower score in the science course sequence which could be inaccurate. Dave said that later this fall there will be an ACT prep course offered as well as career/college exploration available.

6:05 9. Administrator Reports:

- A. Anne Jensen PreK-5: A report was previously provided. Anne said the State of Iowa proved 4 tourniquet kits for the school and that training will be held for all staff/faculty. Anne stated that DHS is reviewing the daycare for licensing and that the Kidz Kare program will be reviewed this spring. The professional learning communities completed their book and the fire dept. visited with their arson dog.
- B. Dave Schweitzer: A report was previously provided. Dave said that conferences were well attended as well as the auction party. Dave thanked the current faculty/staff for their assistance being translators for the Spanish speaking parents during conferences and various activities.

6:26 10. Committee Reports:

- A. Facilities: Dave Schweitzer said that the vendor for the alarm system reviewed the system for the fire inspection. Dave said that a bid for snow removal was received and a contract given to Century Asphalt.
- B. Finance: A report was previously provided. Kristen Kirwan stated that with the past due assessment payment for Corpus Christi and the uncertainty of receipt of their current in-full payment, the budget has a deficit of approx. \$145K which will affect November expenses. Fr. Thakadipuram indicated that he is reviewing options to make the past due payment and pay each month's assessment payment in-full. Cathy Faurot stated that receipt of those funds is imperative in the very near future as we have drawn on the line of credit. Dave Schweitzer said that clear understanding of what revenue and when received is required. Dave said his understanding from Bishop Pates and Dr. Bonday, was that full and past due payments were to take place in the short term. Fr. Thakadipuram stated that within 1-2 weeks he expects to have answers to those questions after he meets with investment individuals as well as input from Bishop Pates. Fr. Thakadipuram agreed with Dave Schweitzer that clarity about this situation will be provided before or by November 10th 2018.
- C. Policies: See Above.
- D. Faith Formation Committee: None
- E. Executive Committee: Sheryl Genereux stated they met and set the Area Board agenda.
- F. SIAC: None

6:43 11. Executive Session:

- A. Review of Area Board Members Role in Strategic Planning. A motion was made by Kristen Kirwan to go into executive session. Second: Mark Hohneke Approved: Y

A motion was made at 7:54 by Rubin Ramirez to come out of executive session.
Second: Tamara Bernard Approved: Y

7:54 12. Closing Prayer: Mark Hohneke

Schedule of Meetings:

2018-2019			Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
4:00	Faith Form	1 st Thurs.	2	6	4	1	6	10	7	7	4	2	6
5:00	Policy	2 nd Mon.	13	10	8	12	10	14	11	4	8	13	10
Noon	Facilities	2 nd Wed.	8	12	10	14	12	9	6	13	10	8	12
7:00	SIAC					26			25				24
5:30	Exec	3 rd Tues.	21	18	16	20	11	15	19	19	23	14	18
5:00	Finance	3 rd Tues.	21	18	16	20	11	15	19	19	23	14	18
5:30	Area Board	4 th Mon.	27	24	22	26	17	28	25	25	29	20	24
5:30	Found Board	3 rd Mon.	20	17	15	19	*17	21	18	18	15	20	17

**Area Board Committee Assignments
2018-2019**

Faith Formation

Anne Jensen
Fr. Bright
Cindy Assmann
Dave Schweitzer
Sheryl Genereux
Joan Gubbels

School Improvement Advisory

Anne Jensen
Dave Schweitzer
Tamara Bernard

Policy

Andrea Barnes
Dave Schweitzer
Anne Jensen
Joe Sneed
Rubin Ramirez

Finance Committee

Fr. Kottas
Cathy Furot
Sheryl Genereux
Kristen Kirwan
Anne Jensen
Lara McClelland
Dave Schweitzer
Mark Hohneke
Lorrie Powers
Andrea Barnes
John McHale
Joe Sneed
Diane Shanno

Facilities

Joan Gubbels
Diane Shanno
Ken Schreiber
Dave Schweitzer
Fr. Wilwerding
Cecilia Hallstom