

## ST. ANTHONY BOARD OF EDUCATION AGENDA/MINUTES

Tuesday March 27<sup>th</sup>, 2018 at 6:30 p.m. SAS Library

1. Opening Prayer: Mary Porter (Our Prayers for Carolyn Lavorato's Health and a new DRE)
2. Roll Call:  
Mary Porter P Joe Fitzgerald A Ruth Sereg P Harry Reed A  
Carolyn Lavorato A Lisa Darnell P Michael Flaherty P John Bonnano P  
Monsignor Chiodo A Father Dan P  
Administrator: Dr. Joe Cordaro P  
Faculty Rep.: Kari Howard P  
DRE:  
Accountant: Mark Paris A  
Home and School Rep:
3. Approval of Agenda: Lisa Darnell and John Bonnano
4. Approval of Minutes: John Bonnano and Michael Flaherty
5. Audience Concerns: (Please be Brief and to the point, 5 minutes allotted per person) Chris with SAS Pastoral Council and does youth ministry will visit us monthly and Mary will attend the pastoral council meeting – Building bridges between SAS School and SAS Parish
6. Reports:
  - a. Home and School Report: No Report
  - b. DRE: Still working on it, and Marilou has been assisting at this time.
  - c. Administrators Report: Dr. Joe Cordaro
    - This Month's events: March 26<sup>th</sup> ACRE tests due to office, Iowa Assessment Comm. materials to teachers, Principal meeting w/DMPS, 1:00
    - March 28<sup>th</sup> School Improvement 7:30 a.m., SI Unit meeting 3:30
    - March 29<sup>th</sup> K-Washing of the feet, 1:20 in Church, STEM Night in Hall, 6:30
    - March 30<sup>th</sup> Good Friday Retreat, Stations at 8:30, 1:30 dismissal
    - April 1 Easter Sunday
    - April 2 Easter Monday – No Classes, 5/6 Track and DCHS, 4:00
    - April 3 Iowa Assessment Parent Reports home, Unit leader mtg. 7:45, Faculty mtg. 3:30
    - April 4 PBIS Comm. 7:30, Student Council to Capital, Middle School Teachers webinar 3:30 in Library
    - April 5 New Teachers meeting 7:45
    - April 6 Assembly for Alivia 2:30
    - April 9, 7/8 Track at DCHS 4:00
    - April 10 Talent Show Rehearsal 1:30, & Talent Show @ 6:30 in Parish Hall
    - April 11 School Improvement Comm. 7:30
    - April 12 Exercise your Character 4 & 5 9:30-2:30
    - Special Notes: Twin-C's & University of Iowa connection: Update on progress will be given at meeting- 4 Teachers and Principal will be attending the end of June to study under there Spanish language immersion program, should be an excellent start to next year.

- Strategic Planning for Diocesan Catholic Schools: A handout will be given out at the meeting to update the communication going out to school parents. BOE members met with Metler last week on strategic planning for Diocesan Catholic Schools, and went well
  - SAS has a parent on the Task force
  - Adventure Club Report presented at BOE meeting
  - School Improvement committee report will be meeting tomorrow morning to prepare the school wide survey to be sent electronically.
1. Five Year Strategic plan: Group meeting tomorrow- final touches on survey to go out electronically
  2. Adventure Club: 29 Students, Budgeted for total of 40
  3. Secretary Report:
    - 265 enrollments for 2018-19 as of March 27<sup>th</sup>, 2018
    - PPK class full of 16, 3 or 4 on a waiting list. When/if we get up to 24, will open another section. Will go out to public and end of May to fill up PPK can go up to 40, would be 20 mornings and 20 afternoons. Would flip flop with adventure club
    - Have begun to contact each family by phone if they have not already registered for school next year.
    - Robocalls – Darcy has been trained and going to train Stephanie Howard
    - Exit interviews – have not heard anything yet
  4. Parking Lot Update: Father Dan - hopefully Speed Bumps will be put in the next couple of week
  5. Faculty Report: Kari Howard – Looking forward to Talent Show April 10<sup>th</sup>, 2018 performing acts with their students and the Teachers have an act “excited”
- d. Budget/Financials Report: Mark Paris
- Statement of Activities handed out.
  - Subsidy waiting to come in
  - Child care still waiting to come in
  - Custodial workers trending higher – overlap of allotted salary for Deacon
  - Approval of 1300.00 for Athletics- would fall under designated donations. This is the process how Dioceses wants, would come out of designated and make up for it.
  - When does registration payment start? Start billing in April
1. Long term strategy to increase pay Scale (increase Revenue Sources) – Funeral on Thursday and was unable to meet. Will attend next meeting.
    - Terms of Budget process - will discuss in executive
- e. Recruitment and Marketing: No updates and new members of the board will have to send information on themselves and a picture to be added to the web site.
- f. Health and Wellness Report: meeting with Larissa at 3:30 today, but no update Harry was absent

## 7. Old Business:

- a. Board of Education Committee Reports:

1. Budget/Tuition Delinquency Report: Ruth Sereg - Discussed in Executive
2. Tithing and Attendance Report: Ruth Sereg – need to contact 32 with \$ 0 amount.
3. Research, Curriculum Report: Mary Porter – Mentor letter went out March 1<sup>st</sup>

- May letter will go out and put a survey in there.

a. Constitution and Policy Updates:

- Constitution has been updated and waiting to be signed
- Policy updates, section 100 change from purpose to educational philosophy, section 101 no changes, section 200 change operation of board to Board of Educations, 201.4 change title and deleted one line due to repetitive of the constitution. Approval of these, all in favor.
- 201.6 Terms of Office part that is deleted repetitive of what was in constitution, added terms (President, Vice President & Secretary) amend to be a two-year term with staggered with the 3 chair persons, not approved. 203.1 no change, section 204.3 renamed to be audience concerns, prefer an email to the BOE email and with majority vote of the board members to adjust the allotted time with in that meeting.
- Section 400 renamed to staff personal. Approve changes as listed, all in favor. 402.01 removed Board of Ed. Section 402.02 reducing the verbiage and will see a lot of this in the 400 sections contract for employment at St. Anthony School are overseen and governed by the school administrator and the Pastor of the parish – take the verbiage out and anything for professional contracts, staff personal should be governed by the employment hand book.
- need to change verbiage (principal to administrator),
- 402.04 Employment is overseen and governed by the school Administrator and Pastor, 402.14 enrollment of Children of Employees - added tuition fees or extended care and cleaned up some verbiage.
- 402.41 Change verbiage Principal to Administrator shall supervise each teacher's program.
- 404.2 removed verbiage and added will follow ST. Anthony Employee handbook.
- 404.3 will follow St. Anthony Handbook
- The same with 404.11,404.12, 404.31,404.81
- 405.1 Contacts Days No change to any verbiage
- 406 follow St. Anthony handbook
- 423 St. Anthony School will follow the Diocesan Policy. Approved the 400 sections
- 500 removed verbiage, made it Student personnel
- 501.2 enrollment no change just reviewed and the same with 502, 502.31
- 502.5 changed to Administrator (with a witness)
- 502.51 No Change just reviewed, 504.1 verbiage clean up

- 510.5 No changes just reviewed. Approved 500 sections
- 600 no change, 602.1.1, 603.1 no changes reviewed
- 605.1 change quarter to trimester
- 606 edited and took out students
- 606.1 cleaned up verbiage and removed
- 606.2 took out verbiage more PRE
- 609.1.1 Schools network all one
- 630.5 reviewed no changes
- 600 policies currently written approved.
- 601.01 Introduce New policy being proposed programs labeled outside vendors, reviewed and approved
- Is there a policy displin behavior for an athletic event?
- Check on Athletic handbook or Athletic policy
- 800 sections please review and will discuss next meeting

4. Building and Grounds: Joe Fitzgerald - No Report

8. New Business: Mary Porter

- Diocesan BOE meeting in March was unable to attend will hopefully be able to attend in May
- Attended Parish Council Meeting- talked about having a calling drive for members to attend mass, Check with school improvement committee, 800 section has about the tithing envelopes- put in even if unable to contribute. to show that are attending mass. Bulletins-handout to the day care, an idea that was handed out. Non-parishioner would know what was happening.
- Met with Chair of Parish Council partner together meeting, a parishioner had brought up to him. Volunteer requirement. Will have to discuss. Think about how this would be supported.
- New Administrator – details should be worked out – hopefully announce Friday and in Mass this weekend.
- Retirement Party for Dr. Joe Cordaro – Parish Hall Reserved for April 22<sup>nd</sup>
- John Bonnano will coordinate with Alumni's

9. Next Meeting Tuesday April 17<sup>th</sup>, 2018 at 6:30 p.m. SAS Library

10. Adjournment: Business Adjourned

11. Closing Prayer: Mary Porter (Prayers for Carolyn Lavorato)

12. Executive Session: Yes