

Sacred Heart Board of Academic and Religious Education

Meeting Minutes

January 16, 2018

Present: Amy Friedrich, Jill Kinnison, Ann Warren, Jay Smith, Tom Rotherham, John Klein, Jeff Winslow, Adrienne Branstad, Jane Kinney, Scott Ehlinger

Dr. Tracey Bonday, Nicole Jansen, Michelle Duer, Barb Baker

Guests:

Next meeting: Tuesday, February 20th at 6:30 p.m. Sacred Heart Parish Conference Room

I. Opening Prayer and Introduction of Guests

Amy called meeting to order at 6:33 pm. Amy welcomed members and guests and lead the prayer.

II. Visitor Comments and Reports

- Nicole Janesn – 4th grade – Nicole is working on a STREAM night for Catholic Schools Week. Every grade has something featured. Heartland AEA picked Nicole to present the seesaw program. They have also introduced flexible seating in 4th grade. The students are not sitting at a desk for more than 30 minutes, so they can be actively engaged in work. The students are also working on more teamwork collaboration. They are also working on an 'I Have A Dream' project with a moveable part. In math, the students are working on fractions. In science, they have learned about rocks and minerals and now electricity. A person from the Department of Energy will be visiting the school.
- Michelle Duer – 3rd grade – Recently, the students were able to skype with an author. In December, the 3rd graders learned about coding and they attend makers space every week. In writing, the students have been working on opinion writing. In math, they are learning mental math with subtraction. In science, they are learning about volume and mass. In social studies, they are studying the three branches of government. And in religion, they have studied the Gospel Weeklies, planned two Masses, and prepared an Advent ceremony in Decemeber.
- Barb Baker – Middle School Math – the students are learning about mental math and building confidence. The 7th and 8th graders in Algebra did very well in the test. In 6th grade, students are learning about areas and graphing. They had a store with sales and had to figure out real world costs. The 8th graders are working on geometry angles. They designed a real world application by designing a bedroom to scale.
- Dr. Tracey Bonday – Des Moines Diocese – Dr. Bonday provided the board members with a diocesan evaluation that is conducted during the first year for administrative staff. Dr. Bonday talked to the board members about the board's purpose. She suggested that the board be advisory in nature. She suggested that the board responsibilities be fairly limited to the following areas: staff evaluation (diocesan), updating board policies, marketing the school in conjunction with the parish, financial oversight, development/fundraising programs with planning for philanthropic giving, and long range plans like technology and creating a strategic plans as suggested by the National Catholic Standards and Benchmarks. Dr. Bonday mentioned that good stewardship of our school depends on our mission. She also requested that we work with Home and School to ensure that a percentage of the fundraising money is allocated for use at the administration's discretion. She also suggested that the board make parents aware of the actual cost of educating the students vs. what parent's pay and what the parish subsidizes. Dr. Bonday suggested that we get insights into our school base: how many families pay monthly or annually, how many families have delinquent payments, how many families utilize the CTO, etc. She said that it would be good for the board to have a 3-5 year planning process to build it into the budget.

She also said that it would be helpful to have a mission and vision that includes the unique skills of Sacred Heart graduates.

III. Approval of Agenda and November Minutes

Tom moved made a motion to approve December minutes. Jay seconded. Minutes approved.

IV. Administration Report

Jane notified the board that Sacred Heart School parent, Jordan Flatt, suddenly passed away and asked that we keep the Flatt family in our prayers. She also mentioned that Colleen Flaws, wife of Jay Flaws, has been readmitted to the hospital and suffering in the final stages of cancer. Jane told the board that enrollment numbers for the 2018-2019 school year look great. The preschool is already at 52 with a possibility of 60 students. The kindergarten is already at 56. She also told the board that snow days and late starts need to be made up for every hour. Since we've already had a snow day and a couple of late starts, we will likely need to add a day to school in June as well as the Monday after Easter.

V. Old Business

Amy asked the board for any board policies that are ready for review. The following policies were discussed:

Policy 507 – Graduation of Eighth Grade Students – Revised with minor changes. Amy motioned to approve and Jill seconded the motion. Policy 507 was approved with revisions.

Policy 517 – Dual Enrollment Policy – Policy reviewed with no changes. Amy motioned to approve and Jay seconded the motion. Policy 517 was approved with no changes.

Policy 201 – Grievance Procedure – Policy reviewed with no changes. Amy motioned to approve and Ann seconded the motion. Policy 201 was approved with no changes.

Policy 504 – Grading Policy for Incompletes – Policy reviewed with no changes. Tom motioned to approve and Jay seconded the motion. Policy 504 was approved with no changes.

Policy 601 – Class Size Policy – Policy revised with minor changes. Questions were discussed and policy tabled until next meeting.

VI. Adjournment

Jay Smith motioned to adjourn the meeting at 8:15 pm. Tom seconded. Meeting was adjourned.

Next meeting: Tuesday, February 20th at 6:30 pm in Sacred Heart Parish Center Conference Room.