

Aquin Educational System May 2023 Board Minutes

The meeting was called to order on May 16 at 6:40pm

Present:

School Board Members: Father Osterhaus, Deacon Mark Otting, Laura Herbers, Melissa King, Kelsi Hosch, Itza Heim, Kathy Beck, Jenny Recker, Jesse Burkle, Cody Noonan, Jenny Pfeiffer

Director of Faith Formation: Nicole Casey Aquin Bookkeeper: Marianne Kluesner

Absent: Kelly Molony and Brad Boffeli No community members were present

Mark made a motion to approve March financial report. Jenny R seconded. Motion carried.

Jenny R made a motion to approve April financial report. Mark seconded. Motion carried.

Kathy made a motion to approve April minutes. Jenny R seconded. Motion carried.

Reports were shared via email. Any questions were brought up at the meeting and discussed. See below.

Faith Formation:

- At least 1 catechist will be needed for CCD in the fall
- High School Faith Formation will continue with 3 options in the fall: Early Bird, Study Halls, Wednesday evenings.

Pre-school teachers Mrs. Sallow and Mrs. Brehm presented information to the board regarding the 3year old preschool program and Aquin Little Angels Latchkey program.

Daycare Report:

- Daycare Advisory Committee made a recommendation to change max age of child attending Latchkey from age of 12 to max age of child attending to be at the conclusion of the end of the child's fourth grade school year. Staffing, behavior management, safety concerns, and developmental differences were factors in the committee's recommendation. Kathy made a motion to approve. Jesse seconded. Motion carried.
- Laura presented options regarding 3-year-old preschool location. Current 3-year-old preschool location is at Aquin Little Angels Daycare. In the past, 3-year-old preschool has been located at Aquin school. Laura has reached out to DHS regarding any location change. Kathy made a motion to approve relocation of the 3-year-old preschool program to Aquin School. Itza Heim seconded. Jenny R opposed. Motion carried.
- Volunteer Program continues to be utilized to assist in keeping daycare open. At times, still needing to close classrooms related to staff shortages.
- Assistant Director Jess Meier has resigned.
- Fall cleaning will occur on August 18. Center will be closed.

School Report:

- 2023-2204 School enrollment expected: PreK- 4 = 224; K-8th 190

- This school year, 5th grade was slightly infused into the middle school structure. After reflection, 5th grade will no longer follow middle school structure.
- Beth Heim, librarian and Linda Reiter, custodian have resigned. Will be advertising to fill these positions.

Finance Report:

- Kelsi provided a financial report overview. Milk grant of \$6,000 was received. Scrip purchases were up \$3,000.

Development/Marketing Report:

- Continuing to work with MKM regarding social media.

Old Business:

- **Staffing for 23-24 School Year:** Openings for librarian, custodian, middle school math/6th grade homeroom teacher, 3-year-old preschool teacher, and 3-year-old paraprofessional.
- **ESA Updates:** School administration continues to receive weekly emails from the archdiocese regarding ESA updates. Information is shared with parents via email.
- **Elections:** School board elections will be held end of May and early June.
- **New Business:**
 - Dress Code Updates for 23-24 reviewed.
 - Timeline regarding wearing of shorts has been removed. Addition regarding shorts: Shorts should be of a socially acceptable and appropriate length and must be at or below mid-thigh. Spandex shorts are not allowed.
 - Addition of crewneck sweatshirt with polo underneath as a uniform choice
 - Logo of Aquin Catholic Educational System to be utilized for uniforms

Mark made a motion to approve the Dress Code Updates. Jenny R seconded. Motion carried.

- Local Admission Policy Reviewed. Kelsi made a motion to approve the Local Admission Policy. Cody seconded. Motion approved.
- By law regarding Board Class Divisions and Election Guidance – will review in June meeting

Jenny R made a motion to enter in executive session at 08:10 to discuss teacher certification required classes/reimbursement from school and paid holidays for hourly employees. Kathy seconded.

Executive session ended at 08:15.

- Cody made a motion to approve Finance recommendation to approve teacher reimbursement training. Reimbursement for training to occur when Aquin has requested the teacher to attend training outside of normally scheduled/contracted hours. Jesse seconded.
- Jenny R made a motion to approve hourly employees regularly scheduled 30 hours or greater to receive holiday pay. Holidays include: New Years Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Day. Kathy seconded. Motion approved.

Mark made a motion to adjourn the meeting. Kathy seconded. Motion carried. Meeting adjourned at 8:30pm.

