

SAINT CECILIA PARISH BOARD OF EDUCATION MEETING

August 3, 2004

Members Present: Gina Isebrands, Susan Vernon, Todd Clancy, Gary Gorman, Rev. Terry Rassmussen, Pat Halbur, Monte Streit (after 7:06)

Administrators Present: John Hayes, Duane Siepker

Ex-Officio Member Present: Kris Gross (Family School Association)

Chairperson Gina Isebrands called the meeting to order at 7:03 PM. Father Terry led the group in prayer. The minutes of the June meeting were approved, pending deletion of a statement regarding the wage proposed for a new teaching associate. For the In-service, five sections of a 12-part video prepared by the Archdiocesan Department of Education was viewed, including topics on Archdiocesan demography and Mission Statement; Leadership Roles - Archdiocesan and local; Board member qualifications, tasks, and functions; Board resources; and Policies and Rules. It was noted that the Board constitution requires appointment of an Executive Officer. John Hayes agreed to serve in that capacity.

Administrative Reports:

Director of Religious Education: John highlighted portions of his report, adding that registration will be held again on August 22, 23, and 24. Gina requested in-service on the six areas of catechesis; John will provide information during future meetings.

Principal: Duane referred members to portions of his report and noted that lunch prices have been increased by 25 cents in an effort to reach a break-even point for the program, which ran a deficit last year.

Gina circulated a paper on which members could indicate preferences for committees on which they would like to serve.

Acceptance of Reports:

Finance Committee: There was no report.

Parish Council: Monte encouraged attendance at the parish Corn Fest August 22.

Family School Association: Kris said that a swimming party is being planned for the evening of August 16. A budget is being prepared for Board review. The next meeting will be held August 24.

Preschool: Susan said that following approval from the Archdiocesan Board of Education efforts are being dedicated to finding the means to pay for startup costs of the new program which is expected to be self-supporting when established. A grant from the Archdiocese is anticipated; civic organizations and the Parish Council will be approached. Additional suggestions are welcomed.

Unfinished Business:

Computer Lab: Duane had considered moving the computer lab from the current location to the conference room but has learned that use of the space is restricted in the Facilities Use policy and that the room may be needed for parish office staff during remodeling and construction. The Parish Council will be asked to consider changing the policy for use of the room as a computer lab at a later date.

Tuition Assistance Fund: Monte will prepare a plea to be used during liturgies August 28/29 for donations to the Tuition/Fee Assistance Fund, which has a very low balance. The FSA treasurer will be contacted to determine the balance of the Association treasury and funds needed on hand to begin the year.

New Business:

Board of Education Constitution: The revised document, signed in September 2003, was briefly reviewed.

Archdiocesan Policy Manual (Revised 2004): Members were asked to become familiar with the policy manual.

Religious Formation Handbook: John noted that the first catechist in-service will be held August 30, not as listed on page 10. He encouraged BOE members to come to events which parents attend, such as prayer services, and any other times that are convenient to members. Informational meetings for Rite of Christian Initiation will be held in early September.

Catechist Formation Program: John will revise the nomenclature in the handbook formerly titled Catechist Certification. He intends to publicly recognize catechists who achieve the various levels.

Revised School Handbooks: Duane reviewed changes proposed for the Parent/Student, Teacher, and Volunteer handbooks. Pat moved to approve the changes to the three (3) school handbooks. Monte voiced a second to the motion. There was no discussion. The motion carried.

Replacement Board Member: With the hiring of Kimberly Sitzman to the school staff her seat on the BOE had to be vacated. Father Terry will ask the man who received the next number of votes during the May, 2004 election to join the Board, beginning with the September meeting.

Closing Thoughts: Father Terry read a Thank You note received from Pat and Colleen Gibbs.

Following a group prayer, the meeting adjourned at 8:47 PM

Submitted by Carolyn J. Thogerson