

## **St. Cecilia Parish Board of Education Meeting**

October 4, 2005

**Members Present:** Todd Clancy, Mark Gannon, Larry Gross, Rev. Terry Rassmussen , Gary Gorman, Pat Halbur, Judy Rudman

**Member Excused:** Monte Streit

**Administrators Present:** John Hayes, Duane Siepker

**Ex-Officio Member Present:** Tiffany Walker (Family School Association)

### **Others Present:**

The meeting was called to order at 7:00 PM by Vice-Chairperson Todd Clancy.

John led the group in prayer.

John said that in the minutes of the September 6 meeting, under Administrative Reports by the Director of Religious Education, Joe Lawlor is also working with John and Judy for a program for middle school students. Pat moved to accept the minutes of the September meeting with the addition. Gary gave a second to the motion which carried. For the In-Service, Duane provided members with copies of new Archdiocesan BOE Instruction policies Accountability Test Integrity/Test Preparation (#614.1.4) and Wellness Policies on Physical Activity and Nutrition (#6145) and an outline review of sections 1 - 3 of the Archdiocesan Board video before viewing sections 4, 5, and 6 of the tape.

### **Administrative Reports:**

**Director of Religious Education:** To his report John added enrollment numbers for the Generations of Faith sessions and said that the Wednesday evening gatherings for middle school youth have been well attended. About ten additional children have registered to prepare for First Reconciliation. He provided copies of a flyer concerning Generations of Faith to be inserted with bulletins for the weekend of October 8/9.

**Principal:** Duane highlighted portions of his report and responded to a question about scheduling administration of the Iowa Tests of Basic Skills which the ABOE mandates be given in the fall.

### **Special Reports:**

### **Committee Reports:**

**Finance:** In the absence of Monte there was no report.

**Parish Council:** Council: Pat provided a summary of items discussed at the October 2 meeting. Father Terry announced that Therese Baker has been hired as the Parish Community Life

Coordinator. Judy voiced appreciation to Father Terry for advocating funding support for the middle school program.

**FSA:** Tiffany said that families who have not paid FSA dues will be contacted. She commented on the last meeting, presented a budget proposal, and asked that some money be allocated to being the year. Pat moved to approve the FSA budget plus up to \$500 to carry over. Judy gave a second to the motion which passed.

***Long Range Planning Committee (Religious Education):*** John said that Chris Curtis, Tom Budnik, Irmi Miller, Mark Gannon, and Judy Rudman identified seniors, handicapped, newly married, and new parishioners without children as people needing attention and will work to reach out to them.

### **Unfinished Business:**

***Self Assessment:*** As requested by the Parish Council, members of the Board evaluated the effectiveness of the Board in seven areas. In her evaluation of early childhood formation, Judy studied the new St. Cecilia Preschool Program, full day kindergarten, Sunday Preschool Program, Wednesday morning play group, Vacation Bible School, and resources in the Religious Education office. She listed strengths, possible improvements/changes, and needs. It was particularly noted that the VBS has no funds other than donations; attempts will be made to provide a stable source of money. Larry Gross reviewed catechetical programs for children and reported that there are not enough volunteers to provide Liturgy of the Word for children at two masses, as had been done in the past. The program may be suspended during winter months because of construction. Mark provided information obtained from Duane concerning the school's attempts to meet the needs of the whole child. Gary provided a report from Joe Lawlor concerning Youth Ministry. Pat spoke about Young Adults, a debatable definition in the parish. Father Terry said that he directs persons in their 20's who ask about activities with others in their age group to St. Thomas Aquinas parish in an attempt to avoid duplication of services and resources, and to encourage camaraderie between parishes. Todd suggested getting together with members of the BOE of that parish to become acquainted. Monte submitted a report on programs for people with special needs, noting that there is a need to be more proactive to seek out the people. Todd reported on services to families. Father will deliver the reports to the Parish Council.

***Review of School Budget:*** Duane gave a review of the budget through August 2005.

***First Grade Classroom:*** The source of water leakage into the room is being sought; a temporary resolution is in place.

***Parish Web Site:*** Gary will relay contact information for Board members to Bill Haas to update the St. Cecilia parish web page.

### **New Business:**

***Committee to Study Computer Lab:*** In the absence of Monte, appointment of a committee was postponed.

***Annual Progress Report Submissions:*** Duane provided copies of reports being submitted to the Iowa Department of Education and the Archdiocesan Board of Education, including APR Checklist and student achievement and proficiency data and Iowa Department of Education certification form.

**Pastoral Comments:** Father Terry reminded members of the retreat to be held October 18 at 6 PM.

Following the Prayer of St. Francis, led by Father Terry, the meeting adjourned at 8:42 PM.

***Submitted by*** Carolyn J. Thogerson