

St. Cecilia Parish Board of Education Meeting
May 2, 2006

Members Present: Monte Streit, Pres., Todd Clancy, VP, Pat Halbur, Judy Rudman, Gary Gorman, Larry Gross, Rev. Terry Rassmussen

Member Excused: Mark Gannon

Administrators Present: Duane Siepker, John Hayes

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

Others Present: Diane Suntken, Ron Frantzen, Peg Stowell, Lori Van Fleet

The meeting was called to order at 7:00 PM by Chairman Monte Streit. Larry led the group in prayer. Pat moved to accept the minutes of the April meeting as presented. Gary voiced a second to the motion which carried.

Diane Suntken and Ron Frantzen, parishioners and parents of school students, requested and received permission to address the Board regarding concerns about the lack of cleanliness of the education center. They asked for enforcement of standards already in place and that all personnel be held accountable to their job description.

Administrative Reports:

Director of Religious Education:

John highlighted portions of his report and responded to a query, saying that funds are available to Brenda Diesslin in preparation for the Vacation Bible School. He announced summer activities planned for the Middle School Youth Group. He provided information from *Becoming a Church of Lifelong Learners*, the *National Catholic Reporter*, and a listing of eight steps in the change process. There was discussion about the status of and improvements initiated in the Generations of Faith program. John will obtain data from other parishes using the Generations of Faith program about registration numbers and changes they have experienced in attendance.

Principal:

Duane emphasized the accounting portion of his printed report and requested a restricted account be established for the preschool. He provided a Risk Management report from Catholic Mutual Group based on an April 20, 2006 site visit.

Committee Reports:

Finance:

Todd had no report.

Parish Council:

Todd stated that the Council approved expansion of the school enrollment to two (2) sections of Kindergarten and one (1) additional grade of the Board's choice, beginning with the 20062007 school year, allowing the students to complete their education at St. Cecilia School.

FSA:

Tiffany announced activities planned for the coming weeks. She said that, though final tabulations are not yet available, the FSA anticipates having about \$8000 in its account at the end of the fiscal year. Some money will be needed to begin the next year; excess monies could be put toward a playground fund. Duane said that carnival profits from previous years have yet to be spent. He is awaiting a security report before deciding how to proceed with improvements in the education center.

Unfinished Business:

Use of Rectory for Preschool: Pat was directed to request approval from the Parish Council to convert two (2) of the three (3) former bedrooms of the rectory for use by the preschool. Father Terry will ask Al Christy for an opinion on the needs and costs required to convert the space for a new use. Adults have volunteered to do as much of the work as possible.

Teacher Contracts: The Board received a letter from Kyle Uhlenkamp, resigning his teaching position at the completion of the 2005-2006 school year. Duane presented his recommendations for teaching assignments for 2006-2007, including moving Mrs. Lori Van Fleet to Second (2nd) grade and hiring Tina Hansen for Third (3rd) grade. Judy moved to accept the resignation of Mr. Uhlenkamp and to accept the recommended teaching assignments including Mrs. Tina Hansen for third grade. Todd gave a second to the motion which passed. Advertisements will be placed for the open positions for Preschool and Fifth (5th) grade teachers.

Nominations for Election to the Board of Education: Todd said that the following individuals have agreed to be candidates for election to two (2) seats being vacated on the Board: Michelle Baumhover, Pat Stahr, Allison St. Germain, and Kathy Wipf. Elections will be held the weekend of May 20 - 21.

Relocation of Computer Lab: Duane announced that relocation of the computer lab from the present location to what is now the conference room will begin in June. Expenses are projected to be less than the \$10,000 available.

Gala Results: The April 22 event is considered a tremendous success, with exact profits yet to be determined. A wrap-up meeting is scheduled for May 8.

Code of Conduct: Todd provided information obtained regarding the development of a code of conduct for the school environment. There was discussion of what needs to be done. Todd was asked to draft a proposal to present to the Board for consideration prior to the beginning of the next school year.

School Maintenance: There was discussion of comments made and pictures presented by guests at the beginning of this meeting, impressions of Board members and persons contacted by Duane prior to the meeting regarding cleanliness of the facility, and problems encountered in attempting

to clean the building while staff and students are present. Todd moved to hire Tilda Thompson for fifteen (15) hours per week through the end of June 2006, and to evaluate the cleanliness of the building at the next Board meeting. Larry voiced a second to the motion which passed.

New Business:

Tuition Discount for Staff: Duane asked the Board to consider giving a tuition discount to staff persons whose children attend the school. Following discussion of the idea, Judy moved to allow all staff persons to send their children to St. Cecilia School at the lowest income tuition schedule beginning with the 2006-2007 school year. Gary gave a second to the motion which passed.

Tuition Assistance Fund: Duane noted that the balance of the Tuition Assistance Fund is \$4355.54. It was recommended that a plea for donations be made at liturgies during an autumn weekend.

Self Evaluation and Board Internal Operation: Copies of the evaluation form were provided for members to complete in preparation .for discussion at the June BOE meeting.

SCRIP Teacher Grants: Gary moved to continue to use SCRIP profits for grants to teachers, as available. Pat voiced a second to the motion which carried.

2006-2007 School Budget: Members reviewed budget proposals for two (2) sections of kindergarten and one (1) section each of grades 1-5; and for two (2) kindergarten sections, two (2) sections of one (1) additional grade, and one (1) section of each other grade 1-5. Todd moved to accept the 2006-2007 budget proposal for two (2) sections of kindergarten and one (1) section of each grade 1 through 5. Gary gave a second to the motion, After discussion, the motion passed by unanimous voice vote. Monte will notify the Archdiocese of the decision.

Pastoral Comments:

Father Terry reminded members that he will move to Minnesota in July, and expressed his enjoyment of working with the Board and his gratitude toward members for their efforts.

Following a group prayer, the meeting adjourned at 9:40 PM.

Submitted by Carolyn J. Thogerson