

## SAINT CECILIA PARISH BOARD OF EDUCATION MEETING

March 6, 2007

Members Present: Todd Clancy, Larry Gross, Judy Rudman, Pat Stahr, Kathy Wipf, Fr. Ivan Nienhaus

Members Excused: Gary Gorman, Pat Halbur,

Administrators Present: John Hayes, Duane Siepker

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

The meeting was called to order at 7:00 PM by Chairman Todd Clancy. Pat Stahr led the group in prayer. Judy moved to approve the minutes of the February meeting with the correction of a typographical error. Larry voiced a second to the motion which carried. For the In-service, Pat Stahr summarized portions of the Archdiocese of Dubuque's March edition of the *Education & Faith Formation Board Gram Vol. 8*. Board members agreed to alter the published meeting agenda to discuss an item of New Business at this point.

### New Business:

*Proposed School Brochure:* Joy Graveline and Lori Van Fleet spoke about a folder provided to members, containing information intended as a tool to educate people new to the parish, city, or school, and any other interested persons, about St. Cecilia School. The efforts of Mary Sailer, a parishioner and graphic designer who contributed her talents to put the work of the committee into print, were admired and greatly appreciated. With brief discussion a few changes were made in wording or layout. Judy moved to approve the new St. Cecilia emblem and information packet, with changes to be made as deemed needed and appropriate. Larry gave a second to the motion which passed.

### Administrative Reports:

*Director of Religious Education:* John reviewed his printed report and added that the numbers in attendance at Generations of Faith sessions is actually higher than noted because some people do not pick up a name tag, the method used to take roll. Judy said that 30 youth attended the February lock-in event.

*Principal:* Duane highlighted portions of his printed report. He announced receipt of a sizable donation to the Tuition Assistance Fund in honor of the donor's brother and requested suggestions on how to publicly recognize Dr. Tom Stark. The presentation by Dr. Bob Rudman and his family, during a liturgy attended by the writer, Steve Stark, was also acknowledged. The school budget status was reviewed; Joe Lawlor and John Hayes were commended for their control of Youth Ministry and Religious Education budgets. A proposed calendar for the 2007-2008 school year was presented. Larry moved to approve the calendar for 2007-2008 as presented. Pat Stahr gave a second to the motion which carried.

### Acceptance of Reports:

*Finance Committee:* Copies of the minutes of the February 13 meeting of the parish Finance Committee were provided. Duane said that at the next meeting the committee will review new applications for tuition assistance.

*Parish Council:* Larry summarized topics of the February 27 meeting, noting particularly that the Council accepted the recommendations of the School Expansion Exploration Committee as stated in the Final Report.

*Family School Association:* Tiffany spoke about recent efforts of and future activities for FSA.

*Catechetical Planning Committee:* John said that the committee did not meet in February, would evaluate data when meeting in March.

### Unfinished Business:

*Board Hosted Catechist/Volunteer Appreciation Party:* There was discussion of the February 17 party hosted for all parish volunteers and past events held for catechists only. Kathy moved that the Board take the responsibility to provide catechists and teachers with an appreciation event separate from the event for all parish volunteers. Judy voiced a second to the motion which passed. The date and format will be selected later.

### New Business:

*Archdiocese of Dubuque RE Needs Assessment:* Results of the assessment were reviewed. John expressed his ideas regarding areas to celebrate and areas to improve. He asked that members provide feedback to discuss at the next Board meeting, in order to return to the Office of Catechetical Services by April 15, 2007, the form titled Parish Catechetical Program Needs Assessment.

*2007-2008 School Budget:* Duane presented a proposed budget for the 2007-2008 academic year. Pat moved to approve the budget, with an amendment to the principal's salary to be decided. Judy gave a second to the motion which passed.

At 8:23 members agreed to move to an Executive Session to discuss services provided by Pro Cleaning and a contract offer to the school principal. The Executive session ended at 8:50 PM.

*Comments on Pro Cleaning:* It was agreed to table the Pro Cleaning contract issue until the May BOE meeting. Representatives of Pro Cleaning will be invited to attend the meeting.

*Principal Contract Offer:* Kathy Wipf moved to offer Duane Siepker a contract as Principal for the 2007-2008 academic year with a 4% (four percent) salary increase. Judy gave a second to the motion which received unanimous approval.

No "closing thoughts" were offered. Larry moved to adjourn the meeting. Pat Stahr voiced a second to the motion which passed. Following a group prayer, the meeting adjourned at 9:00 PM.

Submitted by Carolyn J. Thogerson