

ST. ANTHONY BOARD OF EDUCATION MINUTES
Tuesday October 16th, 2018 at 6:30 p.m. SAS Library

1. Opening Prayer: Board Committee Members Prayer-Mary Porter
2. Roll Call: Father Dan P Monsignor Chiodo A Mary Porter P Joe Fitzgerald A
Ruth Sereg P Lisa Darnell P Harry Reed P late arrival Sheila Thurston A
Jim Sarcone P
Administrator: Jennifer Raes P
Faculty Rep.: Kari Howard P
DRE: Chris Corrice P late arrival
3. Approval of Agenda: Mary motioned to modify (lack of members to vote at the time, need to keep meeting on time) Motion to approve Jim Sarcone and Lisa Darnell approved.
4. Approval of Minutes: Mary motioned to modify (lack of members at the time to take vote, need to keep meeting on time) Motion to approve Jim Sarcone and Ruth Sereg approved.
5. Audience Concerns: No Concerns
6. One New BOE position Available TBD
7. Reports:
 - a. Home and School Report: emailed out in advance- No meeting
 - Teacher name plates arrived – Teachers liked – looked great
 - All Teachers have Homeroom Parents
 - Set Up a “Grab and Go” during conference for Teachers. Patricia and Danelle worked hard on this, Tuesday evening. For Thursday a family contributed money and Jennifer picked up sandwiches from Jimmy Johns
 - Fall Fundraiser kicked off Monday, October 8th – Double good popcorn- runs through Oct. 23rd. Make 50% profit.
 - Halloween Party – Friday October 19th @ 6:30-8:00 p.m. A” Signup.com” email was sent out asking for donations and volunteers. Photo booth green screen, face painting, New D.J., we are doing hot dogs instead of pizza and games in hallway.
 - Will be hosting a BINGO night in Parish Hall on Saturday, November 17th.
 - Santa’s workshop-New Vendor-The Knotty Nail-Painting wooden ornaments-Dates: November 15th & 16th.
 - Next meeting Tuesday November 13th, 2018 at 7:00 p.m. in school cafeteria.
 - b. DRE: Chris Corrice –
 - Parent meeting has grown 165 students, 135 family registered 3-4 a month, 60 parents at each meeting, kids learning and parents want to learn material will have distributed, Spanish/English strong parents/strong family
 - Confirmation retreat next week
 - 4 retreats
 - Prayer Retreats, Scripture, Saints
 - If they want to be confirmed will have to spend time
 - c. Administrator/Principal Report: Jennifer Raes sent email in advance-
 - List of Items working on.
 - Meeting with SI mentor, SI webinars, meetings with parents, New Administrator meetings, Title I, Title II, Title IV meetings, reports, and funding requests,
 - PowerSchool- working on for full potential August 2019

- Discipline meetings with Students
- Meetings to make behavior plans with parent(s) and students
- Detention times
- Conferences
- PLC meetings
- Staff meetings
- Communications to parents
- Weekly Staff meetings, Ordering curriculum, Title I materials, Headphones for assessments, projector parts, Parish staff meetings, Fire Drill, Tornado Drills, Denise Mulcahy PLC PD time with staff, Marketing committee meeting, Wellness Committee meeting, Policy Committee meeting, Administrator meetings/PD, All school masses – sitting as grades Older kids with younger kids, school picture day, lesson plan check, mission Awareness Day for St. Jude’s. Catechetical Sunday, FACTS Meeting-FACTS oversees this, working on 2-Title I teachers – give support in reading, these two teachers were hired through FACTS Kelsey Miller and Luisa Romero Gross did contract through FACTS on the school. Trying to find a sub for Kelsey (pregnancy) due next week and the FACTS coordinates the pay for that sub.
- Title I money-example “ had to order 30 headsets – doing a pilot from the diocese for MAP testing in Spanish and English in some grades (it is a speaking program where you need headsets in order to use along with the microphone was going to use the Title I money but could not will be reimbursed from MAP since we are piloting
- Student observations in classrooms-learning observing students – All School mass sitting as their grade, going to have a different sitting arrangement, big kids will be on the outer and the younger kids in middle – big kids closer and the younger ones to be able to see.
- Popcorn fundraiser, “Connections Matter” meeting with nurses, counselors, and admin
- Planning for MAP testing for Reading
- Draft policy participation – sent out in an email – would have to show up at mass turn in envelope in order to get the parish rate discount for school subsidies
- Dishwasher in lunch room area
- Downing High School visit with 8th readers, Field Tripp’s for K,1 and 5
- Multiple state and Diocesan reports, planning with K of C for Granny bball
- Reworking and planning to get the library running- old system needs to be updated
- Conference calls, 5th graders writing, then reading to 2nd graders, Continuing to organization different areas in school and purge (library, computer lab, teacher’s lounge, classrooms, parish office items). Diocesan PD on PLC; s all day, Windy City Players with all school, K-2 meeting weekly with Mr. Koloa, separate from music classes to practice mass songs coming up.
- 1. Faculty Report: Kari Howard sent email out
 - Teachers were happy with the turn out for conferences. It was nice to visit with parents about how their child was doing in these first few months of school. Teachers appreciated the food/snacks provided by Home and School, and the family that contributed money and Jennifer.

- Teachers are beginning to work in PLC groups to determine goals and strategies/activities to help with student achievement. Good conversations during staff meetings.
- d. Budget/Finance Report: Review August & when we get September will review
- August – Annual – Fund raising budget raised-where is that money coming from? Talent show goes in there (fund raising that happens at the school-band concerts, Talent Show)
 - Tuition high over the budget (some parents pay in for all of the year) watch the Annual to date
 - Registration Fees? Year to date have not brought in what was anticipated for registration fees. We brought more kids so would think be over from an annual perspective? For a year to date that is like a 5000.00 underage that is a kid. would have to figure out where the shortage is.
 - Custodial workers had a huge jump there- is that tied to the roof leaking, dishwasher being broken? These are August financial's
 - Technology-hardware- is that for the chrome books? Will find out and get back on this.
 - Child Care Providers – more kids over the summer is that why – will find out
 - Ordinary Repairs – seems to up also, dishwasher would be shared with the parish and the roof – parish and would not be in this budget
 - Is the 250,000 difference being that the parish contribution? Yes, that is the subsidy from the parish over school.
 - Jennifer will report back on questions
 - Depreciation expense- used as a replacement- depreciate items out so we have money to replace it with. This money gets set aside. (Like a savings bank)
- e. Recruitment and Marketing: Lisa Darnell did not have meeting, responded in emails-Kim Lehman head of Faith formation- help with brochures, flyers.
- Commercial, Bill Board Advertising, sent email to a realtor friend – roll out of Grey Station offer for a booth, will forward some more info. Grey Station- will be a community in itself put our name in for their advertising,
 - Greeter Des Moines partnership - reach out to them- they do advertising and get our name in there.
 - Have a few Teachers to join committee
 - Open to Audience concerns.
- Is there a Marketing Plan? No not at this time, Our Marketing committee is going through a transition- leadership and volunteers rebuilding which is exciting, we're limited, New life, new breath, new opportunities to do real marketing, encouraging parents to talk to other parents.
 - Is there a budget for a marketing plan? Not at this time. Open to proposal
 - If they had a marketing plan that had a budget would they approve/pass it? Always open to a proposal
 - What was the event they had CTK here co-marketing with Lincoln great strategy- huge production it was at CTK not for sure what it was it was about, but who could we partner with? Electric sign out, would have to have a plan, there is a parishioner that has a radio station (Spanish) and they are totally booked with CTK.
 - Opportunity with our Spanish Immersion program

- f. Health and Wellness Report: met-wants to bring back theme days, limited to what can be done-food allergies.
- 8. Old Business:
 - a. Board of Education Committee Reports:
 - 1. Budget/Tuition Delinquency Report: will be removed from BOE agenda being turned over to parish office
 - 2. Tithing/attendance Report: will be removed from BOE agenda being turned over to parish office.
 - 3. Research, curriculum Report: No Report
- 9. New Business:
 - 1. Board of Education/Financial Overview: will be getting reports monthly
 - 2. "Committees – evolve for current Board

Was:	Now Committee	BOE Member
Traditional Committees: 1) Delinquency & Tithing 2) Marketing 3) Research and Curriculum (-included School Improvement Rep) 4) Buildings & Ground-Removed	1)(Delinquency & Tithing goes to Business Office) 2)Marketing (becomes two) Corporate Partnership / Fundraising / Foundation 3)School Improvement Committee-on hold- Stem programs 4)Building & Grounds- Removed	1)NA (Business office) 2)Marketing Lisa Darnell & Mary Porter* (New) Corp Partner + = TBD- Joe Fitzgerald 3)On Hold- Sheila Thurston 4)Joe Fitzgerald- would like to oversee Corp Partner
Additional Committees/Resp: <ul style="list-style-type: none"> • Health & Wellness • Parish Council Rep • Finance Council Rep • Secretary 	Additional Committees/Resp: <ul style="list-style-type: none"> • Health & Wellness • Parish Council Rep • Finance Council Rep • Secretary 	<ul style="list-style-type: none"> • Harry Reed • Mary Porter • Jim Sarcone • Ruth Sereg
Temporary Committee <ul style="list-style-type: none"> • Policy Update (5year review) 	Temporary Committee <ul style="list-style-type: none"> • Policy Update (5year review - 800 sections) 	<ul style="list-style-type: none"> • Harry Reed, Jim Sarcone and Jennifer Raes

- 10. Next Meeting Tuesday November 20th, 2018 at 6:30 p.m. SAS Library
- 11. Adjournment – Mary Porter
- 12. Closing Prayer – Father Dan
- 13. Executive Session – No