

St. Pius X Parish
Board of Education Meeting Minutes
Monday, November 7, 2011

APPROVED
December 5, 2011

I. **Opening Prayer** – David Stark lead the opening prayer.

II. **Roll Call** was taken by Kelly Huntsman.

Members Present: Kelly Huntsman, Donna Ramaecker Zahn, Chris Kyhl, Mark Youngers, David Stark, Tom Hobt, Kyle Greening, Dean Flyr, Michael Riesberg, Larry Zahm, Mary Heinrich, Msgr. Joe McDonnell

Members Excused: Jill Godfredsen, Debbie Sheehy

Acceptance of Agenda. A motion was made by Dean Flyr and was seconded by Tom Hobt to approve the agenda. Motion passed.

III. **Approval of Minutes from October 3 Meeting.** A motion was made by Donna Ramaecker Zahn and was seconded by Mark Youngers to approve the minutes from the October 3 meeting. Motion passed.

IV. **Open Forum.** There was no one present for open forum.

V. **Board Development.** We discussed the four board goals and ideas for further refinement of each of the goals.

Goal 1 is to improve academic performance. Mr. Zahm discussed the changes they have made regarding new Iowa Assessments in an effort to improve scores. The BOE suggested that we focus on the core areas where we believe improvement is noted. Past ITBS results were distributed for review and it appears that math may be an area of focus. The following ideas were identified: 1) change the environment for testing to allow students to focus more on the testing (accomplished this year); 2) some additional focus on math, reading comprehension and science using the goals set by the staff in the 2010/2011 ITBS report; 3) utilize benchmarks established by school staff. Donna Ramaecker Zahn will work with Mr. Zahm to formalize these goals and present back at the December board meeting.

Goal 2 is to improve school enrollment. The Board of Education recommended the following 5 year goals:

- K – 8 School – enrollment of 400 students
- Preschool – Establish this goal before the end of the year after further analysis
- Establish a baseline to document the number of % of St. Pius children (registered at the Parish) who are enrolled in either Faith Formation or St. Pius X School

Goal 3 is to improve revenue streams (financial position) for St. Pius X School and Faith Formation. The Finance Committee has suggested the following goals:

- Increase school enrollment numbers (identified above)
- Develop a list of specific, unfulfilled needs for the school
- Continue evaluation of a development officer to assist with marketing and fund development activities

Goal 4 is to improve the spiritual health of our students. The Board recommended the following goals:

- Adoration education and incorporation into the school and faith formation curriculum

Administrative Reports.

Administrator's Report. Mr. Zahm reported that Iowa Assessments are finishing up this week. We may have results before Christmas. Mr. Zahm also reported that additional first aid education was to be provided to staff last Thursday. The training had to be rescheduled because of illness. We have not received results from the preschool audit/review yet.

Director of Faith Formation. Mary Heinrich distributed her report. We currently have 290 children enrolled; 28 children from last year have not enrolled. Mary has submitted several grants that are currently outstanding: Coke (\$6,900) and one to the Krause family/Kum and Go. Collection of fees is going well as we have received about 80% to date. This month they are focusing on what is new with the mass.

Last month, a question was raised about the efficiency of scheduling. Mary requested clarification regarding this conversation since she was absent. The issue had to do with low enrollment in several classes/sessions and the concern being that we had to provide an instructor even though there were only a few students. Mary indicated that the scheduling resulted from offering parents a choice of Atrium or the traditional faith formation class.

VI. **Teacher Representative Report.** Mrs. Jan Springer was the teacher representative for this month's meeting. She did not have any feedback to share from the teachers. Donna Ramaecker Zahn commented how glad she is that Mrs. Springer is back and noted that she has positively impacted the lives of our children.

VII. **Committee Reports.**

Marketing Committee. Kelly Huntsman distributed minutes from the September and October meeting, along with the most recent school tour list.

Kelly also mentioned that we did an email campaign for the book fair as a way to increase awareness of the school. A \$5 coupon was offered to parish families with young children who did not have an older sibling enrolled at St. Pius. We had a small response to the mailing, only one recipient. This was the first time we tried this activity.

Home and School. Minutes were not included in the packet. Dean Flyr noted that Home and School is looking to do online script ordering. David Stark also noted that the auction cleared between \$50,000 and \$55,000.

VIII. **President's Report.** Jill sent her report out electronically today regarding Diocesan changes which included information on the following: 1) parish support for tuition to be uniform across the diocese; 2) Bishop Pates would like to have face to face conversations with the local school boards in the coming year. Donna Ramaeker Zahn noted that we could not open the link regarding enrollment numbers. Jill has provided a follow up email to Board with these numbers.

IX. **New Business.**

Pastoral Council Rep for November 1. David Stark reported that there was no meeting in November. Kyle Greening will be the December representative on December 6.

Next Month's BOE Agenda. A follow up report on Goal 1 (Improving Academic Performance) will be presented along with discussion for Goal 3 (Improve Revenue Streams).

Parish Foundation Appointment. Msgr. McDonnell is recommending that we reappoint Paul Cain and Dan Wampler to the Parish Foundation for 3 year terms. Motion was made by Dean Flyr and seconded by Tom Hobt. Motion passed.

School Logo. Discussion occurred regarding using the school logo. The Board recommended that guidelines for using the logo be developed by either the Marketing Committee or Mr. Zahm. It was recommended that the guidelines include a one color logo.

X. **Adjournment.** A motion was made to adjourn the meeting by Tom Hobt and seconded by Donna Ramaeker Zahn. Motion passed.

XI. **Executive Session.** Michael Riesberg made a motion to open the Executive Session and Kyle Greening seconded.

A motion was made by Dean Flyr and seconded by Kyle Greening to close Executive Session.

- XIII. **Reopen Board Meeting.** A motion was made by David Stark and seconded by Kyle Greening to reopen the BOE meeting.

A request to recruit for an open position was presented. Mark Youngers made a motion to approve the request and Dean Flyr seconded the motion. The motion was approved.

- XIV. **Adjournment.** A motion was made by Dean Flyr and seconded by Kyle Greening to adjourn the meeting.

Respectfully submitted by: Kelly Huntsman