

## **Bosco Catholic School Board minutes from March 10, 2015**

Adam Delagardelle called the meeting to order at 6:02pm

Opening Prayer was lead by Bridget Even

**Roll call - Present:** Adam Delagardelle, Nikki Schmit, Fr. Ray Atwood, Bridget Even, Hope Huff, Mary Lynch, Gary Murphy, Jessica Ortner, Christine Rolf, Tim Steimel, Katy Sweeney

**Staff:** Sharon Mayer, K-8 Principal; Rick Blackwell, 9-12 Principal; Peggy Zumbach, Business Manager

**Absent:** Fr. Henry Huber, Karen Paulsen, Msgr. Lyle Wilgenbusch, Stacy McMahon

**Visitors:**

### **Board In-Service:**

March Leader's Gram: Reflect on, "The waving of palms on Passion (Palm) Sunday reminds us that we are called to be followers of Jesus, not just fans who cheer from a distance."

### **Visioning and Catechetical/Faith Formation Planning:**

Board Goals: Tabled to April. Most important goals were emailed to board members.

Review Strategic Plan: Tabled to April. Information was sent to board members and committee will be meeting again for further discussion.

### **Recommended Actions/Reports:**

- Motion to approve March Agenda made by Nikki Schmit, seconded by Katy Sweeney. All agreed. Motion carried.
- Motion to approve February Board Meeting Minutes made by Christine Rolf, seconded by Father Atwood. All agreed. Motion carried.

### **Old Business:**

Update on Radon Testing: The results from the second test were higher than the first. Mrs. Hickey, school nurse, is in contact with IA Department of Public Health for our next step. Will probably need to do a long term test.

Approve Bylaws: Motion to approve Bylaws made by Katy Sweeney, seconded by Bridget Even. All agreed. Motion carried. Nikki Schmit will contact Karen Paulsen for plans to get signatures on the original copy of the Bylaws.

Updates on site visit recommendations: Continuing to work on it.

Job Descriptions & reporting for Business Manager: The only change from the original job description is the Business Manager will report to the high school administrator. Motion to accept this change was made by Hope Huff, seconded by Katy Sweeney. All agreed. Motion carried.

### **New Business:**

Preschool Budget: Working on the budget for the possibility of fourteen PK4 and six PK3. If we have over twelve PK4 we will need an aid. The student to adult ratio is - PK4 12:1 and PK3 8:1.

College Classes and GPA: See Mr. Blackwell's report.

PSEO/Concurrent Course inclusion in GPA: See Mr. Blackwell's report. We are the only school not including these courses in our GPA. Motion to approve including these courses in our GPA made by Katy Sweeney, seconded by Bridget Even. Motion to approve weighting to 1 made by Katy Sweeney, seconded by Nikki Schmit. All agreed. Motion carried.

Hours/Days School make-up: See Ms. Mayer's report. Required number of hours is 1080. We had 1136 hours scheduled. We missed 30 hours due to weather. Motion to approve May 21, 2015, as the last day of school with no make up hours added made by Christine Rolf, seconded by Bridget Even. All agreed. Motion carried.

### **Committee & Administration Reports:**

Mission and Religion: See minutes from 2/19/2015. Working on revising the Bosco System's statement.

School Improvement Advisory Committee (SIAC): No meeting, no report.

Curriculum/Program/Technology: No meeting, no report.

Student Services/Health: No meeting, no report.

Facilities and Transportation: No report.

Endowment: No meeting, no report.

Development/Marketing: January/February report handed out at meeting. Looking into starting a "Don Bosco Hall of Fame" and "Friends of Bosco". Father Atwood asked how much the Development office has brought in from donations. As of now that total is \$105,000, with less than \$10,000 being spent for supplies.

Finance and Personnel: Financial statement handed out at meeting. Discussed the need to show all donations go through the Development office first, then to where the donation is earmarked for. With the new boiler at Don Bosco utility bills were down over \$2000. The budget for the FY 2015/16 has been approved by Immaculate Conception and St. Joseph parishes. St. Athanasius will vote next week.

Hot Lunch financials: See reports. Wages have been up due to the work on adding alternate lunches. Possibly a cost increase for the 2015/16 school year.

SCRIP: See reports.

Booster Club: See minutes from 3/2/2015. The following were mentioned: have art students design shirts, include "Catholic" on merchandise, Football concession stand to be painted with Bosco Catholic Tom Ryan Field, plan to hold an alumni football game.

PTO: No meeting, no report

Administration: See reports. Motion to approve the hire of a second kindergarten teacher for 2015/16 made by Christine Rolf, seconded by Nikki Schmit. All agreed. Motion carried.

### **Information/Communications:**

Per the constitution; elections are to be held on or before the third Sunday in May. St. Athanasius will be the only parish needing to have an election. Karen (IC) and Stacy's (SJ) appointment ends June 30 and will not be filled due to the reduction of board members per the constitution.

Father Huber and Alice Conlon met with Ms. Mayer on 3/10/2015 for her review. Ms. Mayer will work on her goals for next year.

Don Bosco needs to hire Foreign Language and Theology/Campus Ministry positions.

### **Closing:**

Next Meeting Tuesday, April 14, 2015 6:00pm DB Room 113

Closing Blessing by Father Atwood

Adjourned: at 7:38pm

Respectfully submitted by,

Carol Berry, Recording Secretary