

**Prince of Peace Catholic School  
School Board Meeting Minutes  
January 25, 2023  
6:45PM – School Library**

1. Opening Prayer
2. Roll Call
  - a. Present: Sean Connell, Thea Ruden, Natalie Newcomb, Jessica Lingle, Tammy Isenhour, Adam Aude, Jeff Baker, Lindsay Morhardt, Principal Joe Brown, Father Appel, Stephanie Burke, Mary Jensen, Shelby Rolston
  - b. Absent: James Nelson (excused)
3. Call Meeting to Order at 6:34PM
4. Presentation by Estes Construction
  - a. Facility Audit completed in July 2022
5. Approval of Minutes
  - a. Isenhour/Lingle/carried
6. Approval of Agenda
  - a. Addition of Pastor under Administration Reports
  - b. Ruden/Aude/carried
7. Communications
8. Finance Reports
  - a. Profit & Loss – November 2022
  - b. Balance Sheet – As of November 2022
  - c. Profit & Loss Budget Performance – November 2022
  - d. December finance reports not available due to complications related to the implementation of Paylocity. Shelby will be meeting with Head Accountant of the Diocese on 1/26 to correct the records. This will be a manual process to complete.
9. Administration Reports
  - a. Athletic Director
    - i. Written report submitted.
  - b. Advancement Director
    - i. Written report submitted.
  - c. Preschool/Child Care Director
    - i. Written report submitted.
  - d. Principal
    - i. Written report submitted.
    - ii. Asst Principal Burke presented FAST test scores for the 2<sup>nd</sup> grade class
  - e. Pastor
    - i. Oral report given.

1. Board training needed around expectations of board members/board efficiency
2. Committees need to be formed for address teacher salaries and tuition.
3. Participation in the Diocesan Capital Campaign
4. If board members ever have any questions or concerns they want to discuss with Father Paul, feel free to reach out to him at anytime

#### 10. Committee Reports

- a. Enrollment/Retention
  - i. Oral report given – meeting will be scheduled in the coming weeks
  - ii. We will be hosting open houses over the next 3 months
  - iii. Kindergarten round-up will be held March 23rd
- b. Facilities
  - i. Oral report given.
  - ii. Ladies' locker room at The Joe still needs to be completed. There is still a lot of work to be done.
- c. Faith Life
  - i. Written report submitted.
  - ii. Fruit of the Holy Spirit
- d. School Policy
  - i. Oral report given.
  - ii. Agenda items added under New Business
- e. Technology
  - i. Oral report given.
  - ii. LuAnne has compiled a list of all current technology including the age and future needs. Joe will send list out to everyone.

#### 11. Continuing Business

- a. Policy 201 – School Board Membership
  - i. 3rd Reading
  - ii. Motion to adopt Policy 201 – Isenhour/Baker/carried
- b. Dress Code Proposal
  - i. Recommendations for updates to dress code – Father Paul suspended rules related to additional readings.

#### 12. Executive Session (if needed)

#### 13. New Business

- a. Cell Phone Policy – Ruden
  - i. Recommendation made for a universal cell phone policy to be consistent across all grade levels. Thea has reached out to other schools to understand policies that address student cell phone use.

- ii. Thea will prepare a sample cell phone policy for discussion at next meeting.
  - b. Finals & Extracurricular Activities – Ruden
    - i. Proposal that there are no extracurricular activities held the nights before final exams
- 14. Adjournment at 8:30
  - a. Baker/Lingle/carried
- 15. Closing Prayer

**Next meeting will be held on March 2, 2023, at 6:45PM in the school library.**