

**Prince of Peace Catholic School**

**School Board Meeting Agenda**

**April 26, 2023 – 6:45PM**

**JCPOP Conference Room**

1. Opening Prayer
2. Roll Call
  - a. Present: Sean Connell, Thea Ruden, James Nelson, Natalie Newcomb, Adam Aude, Tammy Isenhour, Jeff Baker, Jessica Lingle, Shelby Rolston, Mary Jensen, Principal Joe Brown, Father Appel, Father Lamansky
  - b. Absent: Lindsay Morhardt (excused)
3. Call Meeting to Order at 6:50PM
4. Approval of Minutes
  - a. Isenhour/Ruden/carried.
5. Approval of Agenda
  - a. Newcomb/Baker/carried.
6. Communications
  - a. Parent Jen George reached out to President Connell with a proposal for a volunteer program. He advised her to share the proposal with the committee that has already been formed and is meeting.
  - b. Board Member Isenhour had a parent reach out to her with concerns around the lack of communication from the school to parents. Examples given included last-minute communication with events, events not being on the school events calendar, etc.
7. Finance Reports
  - a. Childcare/Preschool Financials
  - b. Food Service Report

Discussion at Finance Committee regarding negative lunch account balances. The list had 15-20 families totaling about \$6800. Principal Brown reported that they are currently looking at a different food service program to implement starting next school year. Vice President reported that she reviewed school policy and there is not currently a policy in place to address collecting on negative lunch account balances. Shelby believes that there are families on the list that could possibly qualify for free or reduced lunches, if they would submit their paperwork.
8. Administration Reports
  - a. Athletic Director
    - i. Email report submitted.
    - ii. President Connell has questions regarding the co-op agreement between Clinton Schools and us for softball. He advised that co-op agreements need to be reviewed and updated, if needed.
    - iii. Principal Brown will meet with Sheena to locate the agreements and follow proper process.
  - b. Advancement Director
    - i. Written report submitted.

- c. Business Manager
    - i. Written report submitted.
  - d. Childcare/Preschool Director
    - i. Written report submitted with highlights from the tour done by the Facilities Committee.
    - ii. Mary has received one bid for carpeting for two rooms in the center totaling \$12k. She is waiting on one additional bid.
  - e. Principal
    - i. Written report submitted.
  - f. Pastor
    - i. Oral report given.
    - ii. The Diocese has kicked off the Upon This Rock campaign. The purpose of this campaign is to fund the Priest Aid Society to assist with retirement and healthcare costs for retired priests, fund seminary education costs, and the remainder will come back to the parish. The first chunk of that will be used to pay off the hall and Father will designate the remainder for maintenance and upkeep of church facilities.
    - iii. Father Lamansky has been re-assigned to a parish in Iowa City effective in July and will be replaced by Father Qua.
9. Committee Reports
- a. Enrollment/Retention
    - i. No report submitted.
    - ii. Next meeting is Sunday 4/30 at 5PM at the Isenhour residence.
  - b. Facilities
    - i. Report included with Childcare/Preschool Director.
  - c. Faith Life
    - i. Written report submitted.
    - ii. Some concerns were addressed regarding the behavior of some of the older Faith Friends. The committee put together a Faith Life Discipline Issue “policy” for review to be put into place next school year.
  - d. School Policy
    - i. No report submitted.
    - ii. Principal Brown will be meeting with the Policy Committee regarding ESA.
  - e. Technology
    - i. Did not meet – no report submitted.
    - ii. Recommendation was made to hire actual IT personnel. Currently, LuAnn Hosette fills this role, but her knowledge and expertise is limited. There are challenges with network management for students.
    - iii. Thea Ruden will reach out to Julie Witt to see if she would be interested in filling this role.
10. Continuing Business
- a. 2023-24 School Calendar draft
    - i. New proposed calendar is a compromise of keeping and eliminating early outs.
    - ii. Teacher days are at 186 – Principal Brown would like to reduce that to 182 days.

- iii. Student days are at 174 days.
  - iv. ACTION ITEM: Motion to approve the amended calendar pending edits to be made by Principal Brown to reduce teacher days to 182.
    - 1. Ruden/Lingle/carried.
11. Executive Session (if needed)
- a. ACTION ITEM: Motion to approve and 8.50% increase for teachers and staff.
    - i. Nelson/Baker/carried.
12. New Business
- a. ESA Updates
    - i. Written report submitted by Principal Brown with a recap of the Student First Conference. The portal will open on May 30<sup>th</sup> to parents and will close on June 30<sup>th</sup>. Applications will not be accepted outside of the 30-day window. The ESA funds can be used to pay for tuition and about 15 other items that can be “purchased”. Disbursements are made twice a year – July and January. Principal Brown made a recommendation to have one set tuition & fees rate that would include any of these additional “ala carte” items. The goal is to not raise tuition rates on existing school families.
    - ii. Shelby believes approximately 50% of school families will qualify for ESA.
    - iii. President Connell made the recommendation to develop and implement an admissions/approval process for accepting new students prior to enrollment.
    - iv. Principal Brown will review the current contracts for parents and students and make recommendations for updates.
    - v. There will be a special meeting scheduled once regulations for ESA come out.
  - b. 2023-24 Tuition & Scholarships
    - i. Many of the scholarships we currently offer have very specific requirements to qualify. President Connell asked Advancement Director to reach out to the families who fund these scholarships to see if they would be willing to adjust the qualification requirements so that these scholarships can be used for families that do not qualify for ESA.
  - c. Elections & Officers for 2023 election
    - i. Sean to send out communication to Parish and School that applications will be accepted.
13. Closing Prayer

Next meeting will be held May 24, 2023, at 6:45PM in the school library.