

**Prince of Peace Catholic School
School Board Meeting Minutes
September 27, 2023
6:45PM – School Library**

1. Opening Prayer

2. Roll Call

Aude Baker Connell DeMong Isenhour Lingle
Morhardt Nelson Newcomb Fr. Paul Fr. Le Brown

Additional Attendees:

Burke Rolston Vanderbleek Jensen James

Guests:

Sharna Brown – student parent

3. Call Meeting to Order at 6:45PM

4. Communications

a. Ms. Sharna Brown addressed the board.

5. Approval of Minutes

a. As amended Baker/Aude/carried

6. Approval of Agenda

a. Newcomb/Morhardt/carried

7. Administration Reports

a. Athletic Director

- i. Written report submitted.
- ii. Approval for Athletic Director James to do what she sees fit with the old uniforms. Newcomb/Baker/carried
- iii. There is discussion around the possibility of going to a standardized entry fee for Jr. High events.

b. Advancement Director

- i. Written report submitted.
- ii. Oral report given by Advancement Director Vanderbleek.
 1. An application was received today 9/27 for a new student as well as a request for a tour. There was a new student that started on Monday 9/25/23.
 2. Advancement Director Vanderbleek emphasized the need for volunteers to pull off the annual Irish Auction. There has been feedback from past volunteers saying that there were many negative comments regarding the efforts put in that have left them very frustrated given the significant amount of time and work they put in. Father Paul vocalized once again that it is the responsibility of the board to be a champion for the school. If volunteers harbor hard feelings, it is the responsibility of

the board to make amends with those individuals. The date chosen for next year's event will be March 23, 2024.

3. **ACTION ITEM:** Board members need to actively be recruiting volunteers to serve on the Irish Auction committee.
4. Advancement Director Vanderbleek shared that he has heard rumors that there is a perception that due to ESA funds, fundraising is no longer needed. This is highly inaccurate as there is still a significant expense to the school for educating each student.

c. Preschool/Childcare Director

- i. Written report submitted.
- ii. Oral report given by Director Jensen.
 1. Food service is now being provided by the Food Service staff at the main building.
 2. A new childcare provider will be starting orientation tomorrow 9/28/2023.

d. Principal

- i. Written report submitted.
- ii. Oral report given by Principal Brown.
 1. Principal Brown distributed a report to the board that outlines the diversity of our enrollment. 75% of our student population is Caucasian, 25% are non-Caucasian. 50% of our student population is Catholic.
 2. Principal Brown reported that it has been a challenge to receive records from Clinton Community School District. There are requests that were outstanding for 3 or more weeks. The board agrees that the records need to be obtained PRIOR to accepting the student.

e. Pastor

- i. Oral report given by Father Paul.
 1. Father Paul reminded the board of the role of the board members.
 - a. It is never the place of the corporate board to manage staff. That is the job of Principal Brown who is accountable to Father Paul. All staff interactions need to be escalated to Principal Brown to be handled.
 2. Father Paul reminded the board to focus on the positive items that the board has accomplished. There are many good things happening and we need to celebrate the wins.
 3. Father Paul was pleased with the turnout for the Parish festival from both Parish and school families. Planning has already started for next year.

8. Committee Reports

a. Enrollment/Retention

- i. Oral report given by committee chair Isenhour.
 1. The committee made proactive phone calls to the students who were registered to attend PoP, but did not end up transferring. Overall, the feedback indicated that the students were nervous or anxious for the