

Prince of Peace Catholic School

School Board Meeting Minutes

March 2, 2023

6:45PM School Library

1. Opening Prayer
2. Roll Call
 - a. Present: Sean Connell, Thea Ruden, James Nelson, Natalie Newcomb, Adam Aude, Jeff Baker, Tammy Isenhour, Jessica Lingle, Lindsay Morhardt, Father Lamansky, Mary Jensen, Asst Principal Stephanie Burke, Principal Joe Brown
 - b. Absent: Father Paul, Shelby Rolston, Nate Vander Bleek
 - c. Guests:
3. Call Meeting to Order at 6:46PM
4. Approval of Minutes
 - a. Isenhour/Lingle/carried
5. Approval of Agenda
 - a. Addition of approval that will be needed under Advancement Director
 - b. Addition of policy change under Preschool/Childcare Director
6. Communications
7. Finance Reports – Isenhour/Newcomb/carried
 - a. Profit & Loss – December 2022
 - b. Balance Sheet – As of 12/31/2022
 - c. Profit & Loss Budget Performance – December 2022
 - d. Profit & Loss – October-December 2022
 - e. Profit & Loss Budget Performance – October-December 2022
 - f. 2nd Qtr Financials: Preschool, Childcare & After School Care – October-December 2022
 - g. 2022-2023 Food Program
 - h. Profit & Loss – January 2023
 - i. Balance Sheet – As of 1/31/2023
 - j. Profit & Loss Budget Performance – January 2023
8. Administration Reports
 - a. Athletic Director
 - i. Written report submitted.
 - b. Advancement Director
 - i. Written report submitted.
 - ii. ACTION ITEM: Recruitment mailer – cost quote from Clinton Printing would be \$2353.66 to have 11,670 mailers sent to households in Clinton, Camanche, and surrounding area. Nelson/Baker/carried
 - iii. Principal Brown reported that there has been a sizable increase in the number of inquiries being received regarding enrollment and the new Education Savings Account law.

- c. Business Director
 - i. Written report submitted.
 - ii. Documentation of Paylocity issues and follow-up.
 - d. Preschool/Childcare Director
 - i. Written report submitted.
 - ii. Full-time childcare employees will now be eligible to have their childcare costs covered by the State of Iowa.
 - iii. Suspension/Expulsion Policy will need to be included in the Pre-Kindergarten Handbook – Director Jensen will ensure updates are made to the handbook prior to April 15, 2023, to meet the requirements for this policy.
 - iv. Director Jensen would like the Facilities Committee to do an on-site visit to the center to review some needed improvements.
 - v. GROW Clinton is completing an updated childcare survey. When the last survey was done, Clinton was identified as a “Childcare Desert”.
 - e. Principal
 - i. Written report submitted.
 - ii. Current enrollment is at 198 students.
 - iii. Principal Brown attended the Legislative Forum on 2/25 in Camanche – he reported that there was no mention of the recent Education Savings Account legislation that was passed.
 - f. Pastor
9. Committee Reports
- a. Enrollment/Retention
 - i. No report submitted.
 - ii. Next meeting will Sunday March 5th at 4:15PM at Joe’s Library.
 - iii. President Connell spoke on the importance of being vocal and proactive not only about recruitment, but also retention.
 - b. Facilities
 - i. No report submitted.
 - ii. Committee will be setting a time to visit the Childcare Center to review a list of improvements needed.
 - iii. Visiting women’s locker rooms at The Joe still need to be re-done.
 - c. Faith Life
 - i. No report submitted.
 - d. School Policy
 - i. No report submitted.
 - ii. Cell Phone Policy will be addressed in Continuing Business.
 - e. Technology
 - i. No report submitted.
10. Continuing Business
- a. Cell Phone Policy
 - i. Written proposal submitted by Thea Ruden.
 - 1. Thea spoke with majority of the teachers to get their feedback on cell phones usage and pain points. A common theme from the teachers she

spoke with was that even when students are caught with their phones, students refuse to hand over the phone. A second theme was the use of earbuds being a distraction.

2. 20 over the door shoe holders were purchased by some parents to be used to store the cell phones during restricted instructional time.
3. ACTION ITEM: Do a trial period with these guidelines starting with Q4 and will re-evaluate if we would like this to be put into policy.
Aude/Lingle/carried

b. Finals/Extracurricular Activities

- i. No discussion needed.

11. Executive Session (if needed)

12. New Business

a. School Calendar 2023-2024

- i. Two proposed calendars submitted for review.

1. Option 1: Early dismissal days prior to holidays and the week of P/T Conferences. Does not have early dismissal the 1st & 3rd Wednesday of each month.
2. Option 2: Early dismissal schedule comparable to what we have done in previous years, 1:00 early dismissal on the 1st & 3rd Wednesday of each month.
3. Feedback from teachers and staff was that they would prefer to have meetings after school. Principal Brown recommended putting out a parent survey to understand any parent concerns.

b. Transitional Kindergarten – Principal Brown

- i. Director Jensen reported on the pros of adding a transitional kindergarten class. It would be full day on the same schedule as a normal kindergarten class. At the end of the school year, the student can be evaluated to see if they should promote to kindergarten or 1st grade.
- ii. ACTION ITEM: Approve to move forward with a TK Program for the 2023-2024 school year. Baker/Newcomb/carried

13. Adjournment at 8:10PM

- a. Aude/Ruden/carried

14. Closing Prayer

Next meeting will be held March 22, 2023, at 6:45PM in the School Library.