

# Sacred Heart Area School

## Board Meeting

**Wednesday, August 6<sup>th</sup> 2014.**

The meeting was called to order by Bryan Winkels and an opening prayer lead by Fr. Joe Korf.

Those present were: Bryan Winkels, Jim Opelia, Tracey Kloeckel Jimenez, RoAnn Trout, Katie Noska, Linus Koval, Fr. Joe Korf, John Reese and Elizabeth Mathews.

The agenda was reviewed by the Board. The item Personnel Issues/New Hires was added to New Business. The agenda was approved. Motion made by John and seconded by Linus. Motion passed.

The minutes from the previous meeting were reviewed. The minutes were approved with a motion made by Katie and seconded by Elizabeth. Motion passed.

### **Election of Board Officer Positions**

Jim extends a thank you to Bryan Winkels for his years of service to the school. Bryan acknowledges that his term as the Chair and Board member is at an end and that this would be his last meeting. Bryan introduces the business of Board Officer position nominations to the current Board.

Chair of the Board: Nominations were made for John and Elizabeth. John was voted to be Chair of the Board by 4/6 votes.

Vice Chair: Nominations were made for Elizabeth and Linus. Elizabeth was voted to be Vice Chair by 5/6 votes.

Secretary: Tracey volunteered to be secretary and all agreed and accepted her as Secretary to the Board.

### **Parochial School Report**

#### **Summer Happenings**

**New windows** were installed on the front side of the school building, one in each of the offices, and four in the library. This has not only improved the looks of the front of the building, but has improved the looks, lighting, and ventilation of these rooms.

**Library and the School Office were painted** this summer with the help of a parent volunteer. Also, the old steam heat radiators, which were no longer being used, were removed from the library to prepare for the new carpeting project.

**Our library carpet** is being torn out this afternoon by Japke's Decorating and Carpet and will be replaced tomorrow morning.

**Teacher and office computers** are being updated / reformatted or replaced with donated computers with Window 7. Steve Benson has been working these computer updates along with help of computer donations from a local institution.

**North Sidewalks and Stairs** are in the process of being removed and replaced. It's a mess now, but it will be a great improvement to our school grounds when done with new landscape designs, including a new partial retaining wall, fewer steps, and contoured walkways.

#### **Upcoming School Events**

**Railroad Days** – will be extra busy this year. In addition to the garage sale, parade float, and children's games, we will have a "100 Hearts March" in recognition of the SHAS Centennial in the parade, and our Centennial Raffle drawing on August 24<sup>th</sup>.

**Teacher Workshop Days** – will be held Wednesday August 27<sup>th</sup> (all staff), and Thursday August 28<sup>th</sup> (teachers) from 8:00am – 3:00pm

**Our Back to School Potluck Picnic** will be held at the Sacred Heart Area School gym at 6pm on August 28<sup>th</sup>. A school orientation for new families will be held prior to this event at 5:30pm.

**First Day of School Year** – will be September 2<sup>nd</sup>

**Enrollment of 96 students** - Preschool – 5<sup>th</sup> grade

**Sacred Heart Area School Centennial** – will be celebrated

**September 12<sup>th</sup>** with a Mass and reception with the Bishop, current and former priests, principals, teachers, and students, with an evening Alumni and Friends Dance/Social.

**September 13<sup>th</sup>** with family fun events, including a petting zoo, pony rides, bingo, and games, followed by an evening presentation with alumni guest speakers.

**September 14<sup>th</sup>** with a closing Mass and KofC pancake breakfast.

## **Committee Reports**

**Fundraising** – Elizabeth and Katie to remain as officers for the Committee Liaison.

Katie reported that the Centennial Tickets are selling well and working toward the goal with approximately 160 tickets sold so far.

Bryan asked about the Centennial t-shirts and how the decision was made to go with a business from out of town. His concern was that a local business owner, who supports the school throughout the year, had not been given the bid and had expressed concern over the decision. Katie explained that the Centennial committee had asked for bids from local companies and also some businesses from elsewhere to get the best price on the shirts. The hope was to get 100 walkers for the parade and so keeping the shirts affordable was a priority. A SHAS alumni came back with a bid at a significantly lower cost and was able to do all the design work with another past student of the school. Elizabeth added that it was agreed, after much discussion by the committee, that it would be appropriate to go with an alumni from out of town for the shirts on this occasion. The committee had made efforts to out-reach to alumni and to get a wider circle of support for the school. Jim stated that he had also had discussion with the business owner and explained the bid process and decision to him.

**Budget and Finance** – No report this month. Carol and Linus were appointed to be Committee Liaison.

**Personal and Human Resources** – Report in New Business this month. Elizabeth and Tracey were appointed as Committee Liaison.

**Curriculum and Technology** – No report this month. John and Linus approved to be Committee Liaison.

**PR and Marketing** – No report this month. Elizabeth and Katie appointed to be Committee Liaison.

## **Old Business**

**Centennial** – The post cards are ready to go out to alumni about the up-coming events. Attendance is of a concern and so the committee are trying to get the word out anyway they can. The plan to have 100 hearts walking in the Railroad Days Parade is going well, again attendance and getting the word out to school families and alumni is essential.

## **New Business**

**Board Directory** - Jim asked Board members to review the directory and to advise him of any changes that needed to be made.

**New Member Orientation** – Jim gives a brief explanation to Carol of duties and what is expected of Board members.

**Constitution** – Fr. Joe presents to the board that the constitution states that the ratio of children from each parish needs to be reflected in the members of the board. At the moment all board members are from the Sacred Heart parish. After some discussion about appropriate percentages it is agreed that having a board member from St. Michaels should be goal for the spring elections.

Bryan gives his apologies and leaves at 5:50pm to attend another meeting.

**Personnel Issues** – Jim explains that three teachers have resigned to go to different positions. Each of them had different reasons for pursuing a position at a different school including distance from home, pay, benefits and family needs. Jim has put an advert out on the internet and is working on calling possible candidates from the previous year. Elizabeth expressed concern about the morale and stress level of the remaining teachers. The Board discussed the possibility of having to combine grades if three teachers are not hired in time for the beginning of school. Jim explains that there used to be a fine for breaking the contract that is usually signed in May. The Board will re-visit the idea of a fine being replaced on the contract, this item is tabled for the next meeting.

The deadline for applications is August 13<sup>th</sup> with the hope that interviews can be set up for August 15<sup>th</sup>.

At 6:15pm Fr. Joe gives his apologies and leaves for a visitation service.

## **2013 – 2014 Progress Sacred Heart School Board of Education Communication.**

Jim presents the Progress and Plans for Improvement to the board including the dates set for the calendar of Board meetings. The only change made is to the line reading: Maintain experienced committee chairs by rotating new (parents) *members* in as co-chairs with experienced committee chair each year. Also requested is a line about communication from the board to those who the decisions effect.

**Next meeting**- Sept 3<sup>rd</sup> 2014 at 5pm.

**Meeting Adjourned**- by John Reese.

**Closing prayer**- lead by Jim Opelia.