



Meeting Minutes

St. John the Baptist School Board Committee
Thursday, February 4th, 2010
School Library - 6:30pm – 8:00pm

Present: Rick Olsen, Colleen Huibregtse, Jeanne Bitkers, Judy Heun, Mark Albers, Mary Kay Steckel, Jean Vogel, Jennifer Friend, Julie Murphy, Kristen Strehlow, Paula Gentine, Kristi Jankowski, Father Van Beek

Absent:

Opening Prayer: Mark

Motion to accept tonight's agenda: Judy

Seconded by: Kristi

Motion to accept minutes from last meeting: Paula

Seconded by: Colleen

PETITIONED CONCERNS

Beth Olsen and Teresa Suttner = School Lunch Program. Beth explained that the new salad bar has been a great success to date. The request was made to have a spaghetti dinner to help fund the salad bar. The plan is to hold the event on April 18th. Jeanne explained that as the Wellness Committee is a sub-committee of the board, so she felt the board needs to approve the event.

The group further discussed the status of the lunch program. The average number of lunches is 156 this year, having dropped from 162 the prior year. The current overall lunch program is nearly \$14,000 in the hole - \$9,000 carry over from the prior year with an addition \$4,200 this year to date.

The board asked that the Wellness Committee continue to pursue the spaghetti dinner with Parish Council.

PRINCIPAL UPDATE - Jeanne

Accreditation Update

Jeanne said a brief presentation of the results was discussed with the staff on January 25th. She distributed a summary document from that presentation. While there were numerous things the school is doing right, the document listed only the items that need to be addressed in order to be accredited:

- Evidence of a guaranteed/viable curriculum.
- Evidence of differentiated instructional practices with particular emphasis on "high level students".
- Improvement in internal communications.

- Communication (external) need cohesion. A “team spirit” in word and action is not evident.
- More transparency in the budgeting practices.
- Personnel license issues.
- A cohesive long range plan that reflects all goals/initiatives.

Jeanne explained that the accreditation team needs to see progress being made in each of these areas by June. She explained that the staff is working on curriculum, standards documentation and differentiated instructional practices.

Rick asked if there was any information shared regarding how SJB did in comparison to other schools that have gone through this process. He’s curious as to the outside perspective. Jeanne agreed to follow up.

Father further asked if there is evidence that these items are being worked on? Julie explained that the staff put together a timeline to get everything done by the June date.

TEACHER’S UPDATE – Jennifer Friend/Julie Murphy

The teachers had some technology concerns: 1) the request was made to send the board minutes in a .doc not .docx

Julie and Jennifer further gave a brief update of what each of the grades have been working on in the classrooms.

HOME & SCHOOL UPDATE – Kristen Strehlow

- January meeting not well attended. The meeting gave an update of fundraisers to date.
- Chocolate sale approval granted – Spring
- Script proposal to encourage families to utilize it more.
- Next meeting is Spring election. Formal request that Spring concert be on a single night so a quorum can be met.
- Feb 20th – day of scrapping from Social PAT.
- Feb 21st – healthy lunch meeting.
- March 5th – H&S Fish Fry.
- April 16th – Middle School Dance.
- Concern about Roles/Responsibilities – were listed as to be revisited, but haven’t been since 2007 when they were initially discussed:
 - Health room monitors
 - Homeroom list
 - Grandparents Day
 - Volunteer Appreciation

The group briefly discussed the need to address this as a part of the long range plan. Mary Kay added that it’s a systemic problem with lots of good things going on by a lot of different groups, but without everyone heading in the same direction.

- Requests of the board:
 - When are H&S questions needed for Parent/Staff survey’s
 - Committee member names
 - Co-curricular policy => was it sent to families, approved?
- E-mail correspondence favored by parents

PARISH COUNCIL UPDATE

Council set the tuition rate increases. Overall the budget is a little better after the call for more money in the fall. The council discussed the lent projects going on. Colleen cannot make the February or March meetings. Kristi and Mary Kay said they could possibly attend in her absence. Father explained that the Council meetings are open to anyone who would like to attend.

School Board Election

Nominations are due by March Parish Council meeting.

Rick said perhaps a communication should be included in the Jagwire. He further asked the board members to do some marketing.

SCHOOL BUDGET

Discussed via Finance Committee update.

COMMITTEE REPORTS - All

PR/Recruitment – Mary Kay

Open House is being reassessed for next year. Don't know if it's the best showcase for new families.

Revamping the website for next week.

Long Range Planning – Kristi

Kristi asked what the next steps were with the long range plan. Rick said the intent is to no longer address the short term goal of accreditation. Kristi said who? Jeanne suggested the group start with the same list of names that was used for this exercise. The group also discussed the need to have people that are visionary and have a stake in both the school and the parish.

Finance – Judy, Colleen

Judy briefly discussed the budget as compared to last year. Overall, the budget is looking much better.

Technology – Mark, Rick

Committee meeting is Wednesday of next week. Funds for an additional smart board were received.

UNFINISHED BUSINESS

Field Trip Information

Paula has received the information from Home & School. As a reminder, the intent of this item is to create a list for communicating to the parents.

Parent & Faculty Surveys

Rick said that from a faculty standpoint, many of the concerns were raised via the accreditation visit. The group agreed that the board's responsibility stops with passing along the information to the staff. *Rick agreed to send the data to the faculty.*

The group further agreed that a communication would be put together and presented prior to a meeting for those parents interested in seeing the results. *Rick agreed to work on that communication.*

⌚ ***Academic Standards Overview***

The October minutes detail the most recent discussion. Jeanne said that the Accreditation team brought this up as an area to work on. She said that staff will need some time to look at it to determine a plan. This will be tabled until the next meeting.

⌚ ***Bullying Policy***

Colleen asked Mary Kay to solicit volunteers via the next Jagwire in helping to review the current policy.

⌚ ***Grading System***

Jeanne said that the January meeting covered this topic. The grading policies need to be standardized, but may not be the priority given the accreditation tasks. *The group agreed to table it until May meeting.*

NEW BUSINESS

April meeting moved to April 8th given the scheduled date is Holy Thursday.

CLOSED SESSION

Closing Prayer: Father Van Beek

Motion to adjourn tonight's meeting: Colleen

Seconded by: Mary Kay

Respectfully submitted,
Judy Heun