

Holy Family Board of Education

Minutes of Board Meeting

January 23, 2018

The regular meeting of the Holy Family Board of Education was held on Tuesday, January 23, 2018 at 5:00p.m., at LaSalle Middle School. There were sufficient numbers so that a quorum existed. Fr. Reasoner led the group in prayer.

Members present: Koleen Janney, Kathryn Karl, Kelly Fulton, Kris Pilcher, Fr. Reasoner, Fr. Vu, Fr. Nienhaus and Fr. Glaser.

Administration Present: Kimberly Graven and Jamie Larson

Administration absent: Janet Whitney

Call to Order:

Kathryn Karl called the meeting to order at 5:05pm.

Changes to the Agenda:

There were no changes to the agenda. Fr. Reasoner motioned to approve the agenda. Kelly Fulton seconded the motion. All voted in favor of the motion.

Next Board Meeting:

The next Holy Family Board of Education meeting will be held at LaSalle Middle School on Thursday, February 22, 2018 at 4:00p.m. Fr. Nienhaus will lead the group in prayer.

Approval of the Board of Education December 2017 Meeting Minutes

There were no changes made to the minutes from the December meeting. Fr. Vu made a motion to accept the December minutes. KOLEEN JANNEY seconded the motion. All voted in favor of the motion.

Approval of the Combined Finance Statement for the Holy Family School for Dec.,2017

There were no changes made to the Combined Finance Statement from the prior month meeting. Fr. Reasoner a motion to accept the statement. Kelly Fulton seconded the motion. All voted in favor of the motion.

5.4 Human Resources

None

6 Old Business

6.1 Long Range Plan – update on timeline

Met with Ron Fielder to discuss additional options for finalizing a timeline. Google form will be sent to the school board to help prioritize action steps. Major work right now is focused on logistics of one-campus model. New newsletter for one campus - debuted on January 21st. Good feedback so far. Still working out some kinks with a few email addresses.

New Business

7.1 4-year old preschool 4 day per week program- set tuition \$1750 proposed- equivalent to difference in 2 day and 3 day programs

Koleen Janney made a motion to accept and Fr. Reasoner seconded the motion. All voted in favor of the motion.

7.2 Set fees for 2018-19

Food service fees- to be set after state guidance

Enrollment fee- \$70/family, \$85 after February 16th (\$10 increase) Sport Fee- \$170 (\$5 increase)

Band Fee- \$170 (\$5 increase)

PE Uniform Fee- \$20 (no increase)

Show Choir Fee- \$125 (\$5 increase)

Sport Uniform Fee- \$10/sport (no increase)

Fr. Glaser made a motion to accept the set fees and Fr. Vu seconded the motion. All voted in favor of the motion.

7.3 Motion for staff reduction

“ Form of Motion – “Per Archdiocesan Policy #4111.22, the <school board> requests the administration to conduct a review of staffing needs for the 2018-2019 school year. If necessary, as per policy, staff reduction recommendations must be made no later than the regular March board meeting.”

Fr. Reasoner made a motion to accept the staff reduction and Koleen Janney seconded the motion. All voted in favor of the motion.

7.4 Budget updates for 2018-19 with new matrix

A spreadsheet was sent with updates.

7.5 Discussion on parish subsidies- no action needed at this time.

The priests will discuss this topic further.

7.6 Administrator Updates

Chief Administrator Update – Kimberly Graven

She presented a handout regarding topics: Marketing, Long Range Plan, State Reporting, Human Resources, Professional Development, Building and Grounds and Faith and Community.

Associate Administrator Update – Jamie Larson

She provided an update regarding goal setting for the new year, FAST assessments, focus on sacraments, initial steps for transitions and cleaning out. 2 professional days for teachers/staff, language arts instruction and tools to use. Preparing for Catholic Schools Week. Science club will begin in February on Tuesdays and Thursdays.

8. Topics for future agenda:

February- board completes Ms. Larson's evaluation survey

March- Ms. Larson gives evaluation summary

April-board completes Mrs. Graven's evaluation survey

May-Mrs. Graven gives evaluation survey

Motion to adjourn:

Fr. Reasoner made the motion to adjourn the meeting. Fr. Nienhaus seconded the motion. All voted in favor of the motion.

Meeting adjourned at 6:25p.m.

Executive session began following the meeting. Fr. Nienhaus made a motion to end the session. Fr. Glaser seconded the motion. All voted in favor and meeting was adjourned at 6:35.

Respectfully submitted by, Kris Pilcher