

All Saints/Holy Trinity

Total Board of Education Meeting Notes

January 10th, 2019 6:30pm

All Saints – Denmark

Present: Jean VanderHeiden, Nick Vander Bloomen, Cindy Thompson, Kevin Martin, Cathy Siebold, Stephanie Scherer, Sean Theis, Mary Krueger

Excused: Deacon Jim Trzinski, Jessica Phillips

Meeting began at 6:30pm with opening prayer by Sean Theis

- 1) Approval of Agenda and Minutes – Kevin approved, Cindy seconded
- 2) Admin report - Jean passed out the Catholic Schools Week schedule. Deacon Jim wants a mass to kick-off Catholic Schools Week and a mass to conclude it. ASCS to pilot electronic registration for next school year. School Choice paperwork was sent in today. Through a partnership with Roncalli high school, we will be able to offer School Choice for all 8 grades. Potentially 11 students to could qualify for School Choice which could generate significant revenue for the school. Tentative school calendar for 2019/2020 school year is completed. Tuition paid in 2018/19 is being worked on and should be completed next week.
- 3) Finance – Mary Krueger distributed Income and Expense Reports and a Statement of Financial Position. We are half way through the budget on are on target.
- 4) Old Business
 - a. Accreditation – Kevin read draft of up-dated Constitution and Bylaws. Cindy will take the old name GIFT out of the Constitution and Bylaws, where used, and replace with the new name, Faith Formation. Kevin completed first and second reading of the Mission Statement of the All Saints/Holy Trinity Total Board of Education. No revisions proposed.
 - b. Tuition – Finance Council approved keeping the tuition at the same rate as the 2018/19 school year.
 - c. Review of Current Policies – Insurance coverage policy was revised and read aloud by Kevin Martin. It was suggested that the procedure be re-written to

include the language “primary part-time employees” and “full-time contracted employees.” Primary part-time staff may participate in the insurance plan on a pro-rated basis.

The retirement benefits policy was read aloud by Nick Vander Bloomen. Diocesan Retirement Fund was deleted, where used, and replaced with “employee’s retirement account”. The current procedure was out of date and no longer accurate. Mary Krueger to check into updates to assist in the re-writing of the current procedure.

Jury duty policy read for second time by Kevin Martin. Stephanie read the jury duty policy for the third time. Policy approved.

- 5) New Business –
 - a. Tuition Contract – Volunteer hours has new check-box for parents interested in full-filling some or all of their time commitment by serving on a school or parish board or committee. It was discussed to include a second handout, with the contract, to include information about the various options. It was also discussed that, depending upon which committee or board you serve on, it may or may not cover your entire obligation. Will also need updated total cost to educate numbers. Kevin moved to approve new contract format. Nick seconded, and the motion carried by unanimous vote.
- 6) Agenda Planning - completed
- 7) Announcements – None
- 8) Adjournment – Cindy moved to adjourn. Cathy seconded.
- 9) Closing Prayer – Sean Theis

Respectfully submitted by,
Nick Vander Bloomen