

Kuemper Catholic School System
Board of Education Minutes
April 21, 2020

The April meeting of the Kuemper Catholic School Board was called to order by Chairman, Cam Janson, on Tuesday, April 21, 2020 at 4:05 p.m. as an online zoom meeting due to the Coronavirus pandemic. The March and April meetings were combined due to the pandemic beginning last month. The meeting was opened with a prayer led by Cam. Joining in the zoom meeting were Tom Brincks, Dr. John Evans, Fr. Tim Friedrichsen, Cam Janson, Fr. Kevin Richter, Fr. Randy Schon, Mike Sibbel, Kristin Vonnahme and Gary Wiskus.

Also present were President, John Steffes; administrators Pete Haefs, Ted Garringer and Kathi Milligan; business managers, Kris Collison and Christie Sundrup.

Motion to approve the minutes of the February 28th meeting was made by Fr. Kevin Richter and seconded by Tom Brincks. The motion passed.

Bright Knight Moments

Board members shared various positive activities happening throughout Kuemper including many successful online instructional deliveries from Kuemper teachers.

Administrator and Staff Reports:

Administrative Reports – Written reports were submitted by Pete Haefs, Ted Garringer, Kathi Milligan and Chad Klein.

Marketing & Enrollment Management

In Susie Hulst's written report she stated that the inaugural Knight Crawl that took place February 7th had 11 participants and was very popular. The preschool registration process for 2020-2021 school year has begun and Kuemper hosted the first ever Discover Kuemper Preschool Night (instead of Discover Kuemper Kindergarten) with 80 preschoolers and their families attending. It is estimated that there will be about 90 students for next year's preschool class. A "Kuemper Parent's Preschool Survival Guide" was handed out to each family and a copy given to the Board to review.

Alumni/Annual Giving

Cindy Lawler stated in her written report that the Dueling pianos netted approximately \$13,000 for the Ball. The Spring 2020 KnightLetter was mailed the week of March 2nd. Alumni spotlights on Facebook have been very well received. Due to the pandemic all face to face donor visits have been stopped. A virtual Ball will be at 7:00 p.m. on May 2nd on Facebook Live, via the Kuemper Catholic School Facebook page. The date set for homecoming is Friday, September 25, 2020.

Development/Fundraising – Foundation

Sharon Olerich's written report stated that at their February meeting the Foundation approved rehiring the Prenger Solutions Group for three months, February 22 - May 22, 2020. The contract will be reviewed at that time. The 2020 Foundation Board of Directors include: Dave Bruner (Chairman), Jeff Greteman, Karen Klocke, Bob Muhlbauer, Fr. Tim Friedrichsen, Curt Schweers (Vice-Chairman), Mary Schon, Jon Tiefenthaler and Peg Weitzl (Secretary/Treasurer). The next meeting will be Thursday, April 30. The Foundation distributed Easter gifts of \$210 to all teachers from the Teacher Salary Enhancement Fund and \$75 to non-certified staff from the general Foundation.

Finance & Budget

Kris Collison reported that salaried staff continue to work and be paid (includes teachers and support staff during the school closing from the pandemic). With school closing 3/16/2020, hourly staff were told Kuemper would pay them an additional two weeks. Some have not worked since 3/13/2020; almost all have applied for Unemployment Insurance (UI) as far as we know (teacher associates, custodians, food service). Some have applied for UI but are still working some hours (secretaries, custodians, food service). Some are working their normal shift (custodians). A handful have chosen to use banked sick/personal days during these weeks of no school. The Paycheck Protection Program is a Small Business Administration (SBA) federal loan for small businesses to keep their workers on the payroll. SBA will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest or utilities. Kuemper was approved and funds were deposited in the General Fund checking account on Friday, April 17th. The loan is 2.5 times the average monthly payroll amount. All regularly-scheduled staff have been put back on payroll. They have been notified that they were no longer eligible for UI starting 4/20/2020 (excluding those 65+ and/or with health issues). Staff have been asked to help with projects. Staff will be paid their budgeted average weekly wage until the last regularly scheduled school day or eight weeks (depending on staff position and job duties).

Committee Reports:

A. Committee Meeting Minutes

1. Finance & Budget

Cam Janson reported that the Kuemper Catholic School Foundation - Fr. Kuemper tuition assistance fund increased from \$40k to \$70k to general fund for 2020-21 tuition grants. Thank you Kuemper Foundation!

2. Buildings & Grounds

Mike Sibbel reported that some of the ceiling tiles in the St. Angela 2nd floor entrance will be replaced and the brick walls will be sandblasted. An update was given on the KHS Parking Lot area. Simonson and Associates Architects with a bid of \$3,000 will design the St. Angela 3rd & 4th floor bathrooms. This is being done with donations. The next meeting will be April 28 at 5:00 p.m.

3. Teacher Recruitment/Retention Subcommittee of the Academic Excellence Committee

Tom Brincks reported that as of December 31, 2019 the Foundation Financial Report showed the Teacher Salary Enhancement Fund is at \$1,256,721. The Foundation does have a capital campaign with the TSEF component on their radar. The next meeting is September 14 at noon.

4. Marketing & Enrollment Management

Tom Brincks reported on the successful Discover Kuemper Preschool Night. It is estimated that there will be 90 students for next year's preschool class. The committee discussed the possibility of using Land's End as an option for families to order uniform sweatshirts and sweaters. Susie will check with Graphic Edge first.

Old Business:

March

A. KCSS Policy Manual - 4000 Series - 2nd Reading (Action)

Tom Brincks moved to approve the 2nd and waive the 3rd reading of the KCSS Policies - 4000 Series recommended by the Leadership & Governance committee. Gary Wiskus seconded the motion. The motion passed.

New Business:

March

- A. Student Teacher Agreement with UNI (Action)
Mike Sibbel moved to approve the Student Teacher Agreement with UNI (University of Northern Iowa). Tom Brincks seconded. The motion passed.
- B. 2020-2021 School Calendar
Mike Sibbel moved to approve the 2020-2021 School Calendar. Fr. Kevin Richter seconded. The motion passed.
- C. Approve Preliminary 2020-2021 General Fund Budget including tuition (Action)
The Preliminary 2020-2021 General Fund Budget was already approved by the Board members per email on March 17, 2020.
- D. Administration, Certified Employee, Non Certified Employee, Coaching & Extra-Duty Lists for 2020-2021
The Board reviewed the Administration, Certified Employee, Non Certified Employee, Coaching & Extra-Duty Lists for 2020-2021.

April

- A. Continuous Learning Update during School Closure
Grades PK-8 will be receiving voluntary enrichment instruction, The high school will be under the *required with grades* model. Teachers have been making handout packets and are recording themselves for virtually teaching lessons. Teachers are doing Google meets so students can talk to teachers. Grades 5-8 teachers can record in the online Infinite Campus system what work has been done so parents can monitor and stay engaged. Laptops have been provided to students in need. Assessments will be done at the end of the school year so they can better plan for next year. DMACC classes have been doing online classes. The State Board of Education has waived the days missed.
- B. Hazard Mitigation Plan Adoption (Action)
Rick Hunsaker from Region XII Council of Governments joined to talk about the Hazard Mitigation Plan. Fr. Tim Friedrichsen moved to adopt the Carroll, Crawford, Greene and Sac Counties Multi-Jurisdictional Hazard Mitigation Plan. Gary Wiskus seconded the motion. The motion passed.
- C. Virtual Kuemper Ball Update
A Virtual Ball will be at 7:00 p.m. on May 2nd on Facebook Live, via the Kuemper Catholic School Facebook page.
- D. Regional Diocesan Long Range Plan Update Meeting – Tuesday, September 10 – 5:30 p.m. in the KHS library. Dinner – 5:30 p.m., Meeting – 6:00 p.m.
- E. *KuemperCares*
KuemperCares will survey parents on the need for daycare during this pandemic, especially for essential workers. They are researching on whether to reopen. Strict protocols will be necessary including taking temperatures of students and parents each day.

Resignations

March 2020

Joyce Meiners

New Hires

Theresa Boeckman

Aleasha Bibler

April 2020

Morgan Stipe

Abby Glass

Kelsea Anderson

Kate Tomaszewicz

Sue Murphy

Russell Wintermote - Business Teacher - High School

Marissa Roosa -Grade 5

Michael Rueschenberg - Social Studies - Grade 7

Thomas Fink - Math - Grade 7

Haley Klein - Grade 3

Marie Becker - Band

Fr. Tim Friedrichsen moved to go into Executive Session at 5:14 p.m. seconded by Gary Wiskus.

Fr. Tim Friedrichsen moved to go out of Executive Session and back into regular session at 5:16 p.m., seconded by Mike Sibbel. The motion passed.

Mike Sibbel moved to adjourn at 5:17 p.m., seconded by Gary Wiskus.

The next regular meeting will be Tuesday, May 19th, 2020 at 4:00 p.m.

Respectfully submitted,

John Steffes
President

Joanie Buelt
Recording Secretary