

Kuemper Catholic School System
Board of Education Minutes
June 18, 2019

The June meeting of the Kuemper Catholic School Board was called to order by Chairman, Cam Janson, on Tuesday, June 18, 2019 at 4:03 p.m. in the KHS high school library. The meeting was opened with the school board prayer.

Members present included: Tom Brincks, Dr. John Evans, Cam Janson, Fr. Kevin Richter, Fr. Randy Schon, Mike Sibbel, Fr. Mark Stoll, 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.

An Opportunity for Public Input was extended.

Motion to approve the minutes of the May 21, 2019 meeting was made by Tom Brincks and seconded by Gary Wiskus. The motion passed.

Bright Knight Moments

Board members shared various positive activities happening throughout Kuemper.

Administrator and Staff Reports:

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

Marketing & Enrollment Management

In Susie Hulst's written report she stated that CCSD has informed preschool parents to register now and not wait until July 1 like they had originally communicated. Many parents are anxious to see if they "get into" one of Kuemper's four preschool sections. The four sections provide 80 spots and there are more than 90 who want Kuemper for a preschool site. Susie will be implementing a "Take a Summer Tour" campaign before the end of June.

Alumni/Annual Giving

Cindy Lawler stated in her written report that several past Ball Chairs are meeting with the 2020 Ball Chairs to garner information to build on for the 2020 Ball and future Balls. The Des Moines Area Reunion was held at Winchester Pub in Valley Junction. Work has begun on the alumni fall KnightLetter and will be sent the week of September 3rd. The Phone-A-Thon will run from October 8-10 and October 14-15. Homecoming is September 27, 2019. Former Kuemper basketball coach, Wayne Chandlee, will be a special guest.

Development/Fundraising – Foundation

Sharon Olerich's written report stated that as of May 31, \$198,137 has been collected for the 2019 Msgr. Lafferty Tuition Foundation. Over \$28,000 of tuition scholarships were awarded to 8th Grade students to attend Kuemper for the 2019-2020 school year. Many donors and family members were present for the Mass and program.

Finance & Budget

See Committee Reports #4

Committee Reports:

A. Committee Meeting Minutes

1. Catholic Identity – May 29

Sister Mary Michael of the Dominican Center for Catholic Education in Nashville, TN, will return in the fall (August-September 2019) to continue guidance in implementation of the Virtues in Practice program. K-8 grades will fully implement this program in 2019-2020. Twelve staff members will travel to Nashville at the end of June for a 4-day training and retreat. Grades 9-12 are exploring the program Greatness for Theology of the Body within the curriculum including health class. A subcommittee is assigned a task to prepare a new proposal regarding Christian service hours requirement for grades 8-12.

2. Academic Excellence – June 11

APR (Annual Progress Report) Goals were discussed. Professional Development plans for next year were reviewed. PD days will be one day a month next year rather than early out every Wednesday. Senior student survey data was shared by John Evans.

The June 10, 2019 minutes of the Teacher Recruitment/Retention Subcommittee meeting were also reviewed.

3. Leadership & Governance – June 11

The Committee is researching a self-evaluation survey form for board members to complete. The Committee is also researching setting a ceiling of \$5,000 for special projects where the committee will recommend to the president and the president can take action. The Board of Education will be informed. For items beyond that cap, the Board of Ed will approve via a 48-hour turn around electronic vote when necessary. This language will be worked on and added to the next round of policy manual revisions.

The Committee is reviewing the by-laws and is proposing changes to the board membership rotation. Better balanced rotations is the goal since Ministry 2025 changes in the parishes helped create some of the current imbalances. Proposed: Article II #3. **Term of Office.** The Bishop of the Diocese of Sioux City, the Vicar General of the Diocese of Sioux City and the Diocesan Superintendent of Education and pastors shall serve as members of the Board of Directors as long as they occupy the positions so designated. The term of all lay members of the board of directors shall be 3 years and shall be appointed by his/her pastor according to the board rotation schedule. After serving 3 years, the pastor is to name a new lay member according to the board rotation schedule. If a new member is not appointed by July 31st, the former lay member may serve at least one year but no more than another full 3-year-term. No lay member can serve more than six consecutive years, regardless. The board rotation schedule may be adjusted by the board when needed to keep the rotation schedule balanced.

Article II #4. **Duties of the Board.** The duties of the Board shall be to establish policy and regulation and to manage and control the affairs of the Corporation, its funds, and property. The Board shall employ a President who shall be the administrative officer for the Board. The President is responsible for, but may delegate, the following responsibilities and duties to other staff members: (1) to hire, discharge, supervise, and manage personnel as needed to carry out the policies and programs of the Corporation; (2) management of the affairs of the Corporation in accordance with established policies; (3) other duties and responsibilities as outlined in the approved President's job description as may be amended from time to time; (4) and any other duties or acts as designated by the Board of Directors.

It was noted that this will be the first reading of these by-law revisions.

The September Board orientation/training in Templeton will be Tuesday, September 17th at 4:00 p.m.

4. Finance & Budget – June 12

There are considerable issues with regard to parish investments and the budget. Cam Janson read a statement from the Finance Committee expressing concerns with parish investments. John Steffes and Cam Janson attended the St. Augustine, Halbur finance meeting and offered to visit with other parishes in the future. We need to educate parishes and their families on the parish-school relationship. 2019-2020 tuition rates were increased an average of 7.95% from 2018-2019.

Old Business:

1. Preschool Update

John Steffes, Ted Garringer, Cam Janson and Dr. John Evans will meet this week with the new CCSD Superintendent and some of the CCSD board members regarding the preschool agreement.

2. Housing of Grades Update

Custodians and volunteers will be moving desks and tables June 27/28 to and from St. Angela and St. Lawrence classrooms. Buildings & Grounds Committee members will help; Ryan Steinkamp will line up students to help and Haley Equipment will supply trailers. Many boxes of books and supplies have already been moved.

New Business:

A. BVU Student Teacher Agreement (Action)

John Evans moved to approve the recommended agreement for Student Teachers at KCSS with BVU (Buena Vista University). Tom Brincks seconded the motion. The motion passed.

B. Handbook Revisions (Action)

John Evans moved to approve the recommended revisions to the Student Handbook, seconded by Fr. Mark Stoll. The motion passed.

Gary Wiskus moved to approve the recommended revisions to the Employee Handbook, seconded by Mike Sibbel. The motion passed.

The Activity Handbook will be tabled at this time.

John Evans moved to approve the recommended revisions to the Board of Education Handbook defining subcommittees, seconded by Tom Brincks. The motion passed.

C. 2019-2020 Annual Progress Report (APR) Goals (SIAC Recommendation) (Action)

Tom Brincks made a motion to approve the 2019-2020 Annual Progress Report (APR) Goals recommended by the School Improvement Advisory Committee (SIAC)/Academic Excellence Committee. Fr. Kevin Richter seconded the motion. The motion passed.

D. School Safety Plan (Action)

Fr. Kevin Richter moved to approve the School Safety Plan with recommended adjustments. Gary Wiskus seconded the motion. The motion passed.

E. Pete Haefs gave an update on two early-graduation requests.

Personnel

New Employees

1. Benjamin-Ray Mendoza – High School Social Studies
2. Amber Hoffman – High School PE

Pete Haefs updated the board of the difficulties in securing applicants for the open high school business teaching position (previously Mr. Warrington). Ms. Brunner (new hire to replace Mrs. Peterman) is able to take on some of the business courses with minimal course loss for students, however, this would eliminate her ability to support Mr. Berger with technology. A potential solution being explored is to create a budget neutral technology support position for the 2019-20 school year and seek again to replace Mr. Warrington for the 2020-21 school year.

Cam Janson thanked Fr. Mark Stoll for his service on the Kuemper school board. Fr. Stoll is being transferred to Cherokee in July. The group thanked Fr. Stoll.

Tom Brincks moved to go into Executive Session at 5:49 p.m., seconded by John Evans. The motion passed.

Tom Brincks moved to go out of Executive Session and back into regular session at 5:51 p.m., seconded by Mike Sibbel. The motion passed.

Fr. Mark Stoll led the closing prayer.

Fr. Mark Stoll moved to adjourn at 5:52 p.m., seconded by Mike Sibbel.

The next regular meeting will be Tuesday, August 20, 2019 at 4:00 p.m. in the KHS library.

Respectfully submitted,

John Steffes
President

Joanie Buelt
Recording Secretary