

September 11<sup>th</sup>, 2023, 7:00pm

MQP Board of Education

Meeting Minutes Summary

**In attendance:**

Danielle Emert  
Michael Laugeman  
Katie Basara  
Tricia Steffens  
Kelly Pimmel  
Steve Notestine  
Eric Field  
Denise Molen  
Beth Ward (on Zoom)  
Fr. Craig  
Principal Heather Fanning  
Pam Miller

Absent-Lisa Schulte, Beth Radefeld

**Opening prayer – Fr. Craig**

**Voting:**

June minutes were voted on and passed.

**Committee Discussion:**

**Inclusion** – No new update at this time. Committee meets tomorrow, Sept. 12th.

Kelly Moore, the reading specialist, has started and will start seeing students soon. Ms. Towey will see the 2<sup>nd</sup> grade class once a month.

Mrs. Fanning is aware of children who have special needs in the classroom or who may need more resources. Having a way to pass information on from year to year, like a student profile, would be helpful. Creating a google document suggested.

**Marketing** – A new idea presented to highlight some of the staff so the community can get to know them better, especially new members. This would help show the unique and diverse backgrounds of our staff.

New Communications Coordinator hired and will start September 18, 2023.

**Security** – Evacuation maps will be installed

**Middle school** – The committee provided historical background to Ms. Fanning as to what the committee has done in years past. The committee changes their strategy each year, depending on what is needed, i.e growing the middle school population, special middle school activities

Idea to send a survey to families who leave in middle school, to understand their “why” for leaving.

**Principal Update:** Mrs. Fanning suggests focusing on Grades 3, 4 and 5 for retention before they approach middle school. We need to keep the excitement going to make sure people know why they should stay.

When comparing the number of classrooms this year with the projections for next year, we will need to hire five additional teachers. We closed enrollment for Pre-K 3 this school year early due to staffing.

Archdiocesan training for new Board of Education members being held Sept. 21st and Oct. 11th

The school completed two safety drills: fire and tornado.

Professional development: The Archdiocese came to MQP to go over the curriculum. Strategies talked about to ensure all necessary topics are covered throughout the school year.

MQP will meet with St. Genevieve for the next professional development day.

For planning purposes of the upcoming school year possible late registration fee to be implemented.

School Improvement: Ms. Fanning will start the planning process and get us information. We will have at least one Board of Education member and approximately five teachers in each group.

#### **Pastor Update:**

Pam: The Catechesis of the Good Shepherd is open and in full force. We have nine team members and two parent volunteers.

Day school: Fr. Craig passed out Bibles to the 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup>, and 8<sup>th</sup> graders. All the 7<sup>th</sup> graders brought the Bibles to the next all school mass, which was great. This coming Thursday will be the first all school prayer service.

Pre-K 4 will participate in their first all school mass. They will do it once a month.

The Vocation Chalice will continue. The students are all passionate about it.

PSR: The first meeting was last Tuesday, it was an all family event. Fr. Cook celebrated mass. Currently we have 101 students, seven CGS students on Sunday morning, and some 8<sup>th</sup> grade private school students starting in January to prepare for Confirmation.

Fr. Craig: Michael is teaching 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade religion. He is also leading the St. Luke Retreat and starting Donuts, Milk and Jesus on Thursday mornings with the middle school.

Construction around the school will continue for a few more months. The painting of the school will happen next summer.

#### **Bylaws and Policies:**

BOE President called a vote to approve revised and updated policies:

(20) School Security

(21) School Calendar

(22) Scientific Method-repealed

(23) Tobacco, drugs, and alcohol-repealed. This topic is already covered in the Discipline Policy

**Closing prayer**

Meeting adjourned