

October 9th, 2023, 7:00pm

MQP Board of Education

Meeting Minutes Summary

**In attendance:**

Danielle Emert  
Katie Basara  
Tricia Steffens  
Kelly Pimmel (zoom)  
Eric Field  
Beth Ward (on Zoom)  
Fr. Craig  
Principal Heather Fanning  
Beth Radefeld  
Lisa Schulte

**Absent:**

Steve Notestine  
Pam Miller

**Opening prayer – Fr. Craig**

**Voting:**

September minutes were reviewed and approved.

**President Update:** Tricia went to the training session held by the Archdiocese for Board of Education members, which was informative of the role of the board and its members. Next training session will be October 11th.

There have been a lot of concerns from parents regarding the rumor the Middle School would eliminate the block scheduling. The Board of Education Executive Committee met to discuss a variety of topics, including the block schedule, middle school transition, middle school homework board, etc. The decision was made to keep the block scheduling, and the staff will handle the math score issues.

**Middle School Committee:** The committee held a meeting on September 29<sup>th</sup>. They discussed the possibility of adding a faculty member to the Middle School Committee, as they think it would be very beneficial to get their guidance.

There were three agenda items for the meeting on the 29th.

- Homework assignment issue
- Math scores
- Testing coordination scheduling

Assistant Principal Brandy Hildebrand's focus will be on the Middle School. Feedback received from parents in regard to the hard transition to 6th grade. Brainstorming of ideas to ease the transition and prepare the students better.

The main transition items from 5<sup>th</sup> grade to Middle School are the following:

- Block scheduling
- More executive function is required.
- The students change classes more frequently.

**Inclusion** – October is Down Syndrome awareness month. Books related to Down Syndrome are being bought by the school for the library. We are looking for a speaker to come in and talk to the students from the Down Syndrome Foundation.

Social Emotional lessons started with the 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders last month. Emotional ABCs started last month with the preschool. Preschool social emotional lessons are in the works. The Learning and Counseling department is looking for funds to purchase sensory items for classrooms so that teachers don't pay out of pocket.

The Inclusion Committee wants to change the name of the committee to the Student Success Committee. The Board of Education liked the committee's name change. It really broadens the scope to helping every student with any kind of needs.

A survey will be sent to teachers to gauge their needs; this survey will help us to understand what would be helpful to help us to serve our students and teachers, especially in reference to those students who are "traditional non-learners".

**Marketing** –The committee would like to take some updated photographs of the school for the website and flyers. They will meet with Principal Fanning to discuss areas to focus on.

They are still working on the logistics behind doing a faculty spotlight.

Open house is on the calendar for January, during Catholic Schools Week.

**Security** – Nothing to report.

**Principal Update:** Iowa test scores will be completed soon, and report cards will be sent home on Friday, October 27<sup>th</sup>. Principal Fanning thought it was very important to get the report cards to the parents prior to the parent teacher conferences, so the parents can prepare questions.

The School Improvement process is moving along. Currently, the administration is finalizing all the paperwork. We will need to prepare a survey to send out to the parents in the Spring regarding the School Improvement process. The three committees will start working next school year. Principal Fanning is still going through and consolidating the groups.

The teachers are working with Principal Fanning on their goals and evaluations. Some staff are receiving their religious certification through online programs.

On September 11, 2023, there were two families who came in for a tour.

### **Pastor Update:**

From Pam Miller: Day School/PSR: Parent Meetings for Confirmation were held on September 27th and for Reconciliation on October 3rd. Both heavily attended. Both involved a prayer service component. **Confirmation Mass of Enrollment** took place on October 8<sup>th</sup>, at the 10:30 am Mass. 8<sup>th</sup> grade confirmation students were invited to come forward to sign a register symbolizing their commitment to their Confirmation journey. The congregation witnessed this gesture and as a parish will pray for these students. The **PSR and CGS Catechist Commissioning was held on** September 17<sup>th</sup>. PSR and Day School are enjoying **Reconciliation and Eucharist supplemental religion textbooks** in their classrooms.

Day School: The **Exaltation of the Cross** prayer service was held on September 14<sup>th</sup>, and the **Stewardship Mass** was held on September 27<sup>th</sup>. All banners were carried except for 4<sup>th</sup> grade, their banner will be replaced. The 8<sup>th</sup> graders will receive a presentation on **Right Start** on Monday, April 29, 2024. This is an all-day event sponsored by the **Respect Life Apostolate of the Archdiocese of St. Louis. Tuesday Grade Level Masses and Confessions** continue. **Wednesday all school mass (ASM)** continue. Kindergarten has joined the ASM as of September 27<sup>th</sup>. Pre-K4 will join the ASM once a month throughout the school year.

PSR: We have added some students recently, with the new total at 123. The current head count is as follows:

- CGS – Sunday morning remains at 7
- Private School has increased to 13
- PSR on campus has increased to 103

Tuesday evening PSR attendance continues to be strong with very few absences. Father Tim will continue to catechize the 7<sup>th</sup> grade PSR class despite his new assignment.

CGS: The CGS Team and Pam Miller are collaborating to create a rich and faith filled Reconciliation retreat experience for our PSR and Day School 2<sup>nd</sup> grade students, two 3<sup>rd</sup> grade students.

- **Reconciliation Retreat** date for Day School is November 6th – afternoon time frame.
- **Reconciliation Retreat** date for PSR is November 14th – evening PSR.
- **Sacrament of Reconciliation Prayer Service** is Wednesday, November 15<sup>th</sup> 7:00pm

We will begin The Right Start (pro life – movement) for 8<sup>th</sup> graders. Despite Fr. Cook's reassignment, Fr. Craig should still be able to handle the Tuesday 8:00 mass and specific grade confession.

**Fr. Craig:**

Tuck point on the rectory is almost done and the crew will move to the church soon. The Finance Committee will get an early jump on manpower needs for next school year. We need to increase our number by 5 teachers.

Current enrollment is at 427 students.

Donuts and Jesus is a rousing success with Michael and will continue.

**Word on the Street:**

None

**Closing prayer**

Meeting adjourned