

August 8th, 2022 7:00pm
MQP Board of Education
Meeting Minutes Summary

In attendance:

Danielle Emert

Beth Radefeld

Ms. Smith

Kelly Pimmel

Yvette Pelican

Steve Notestine

Fr. Craig

Beth Ward (on Zoom)

Absent:

Eric Field (called in for vote)

Trisha Steffens

Denise Molen (called in for vote)

Opening prayer

Introduction

The role of BOE is discussed because of a new member. Reminder that board member training is still offered through the archdiocese. The role of committees is discussed: committee meetings are held one week before Board of Education meetings; committee heads will then report to Board of Education.

Voting postponed to later in the meeting

Committee Discussion:

Marketing - This will be a new committee. Members for the committee are being gathered. The focus will be on marketing of the school and parish. The welcome back banner was created. Will put a post in the bulletin to try to get members; they need four members on the marketing committee.

Inclusion - There were two meetings this summer. Inclusion committee includes a mixture of parishioners, faculty, and staff. A Google doc is being used to gather information for a brochure that will be created to show inclusion offerings. This is still in the developing phase. Inclusion scheduled to meet one time per month. Current goal is to release a handbook of resources and interventions. Professional development was given to teachers this summer regarding inclusion.

Security - There are no major updates. Evacuation plans are being put together. First aid boxes are being "looked into". An additional camera is going to be added in the hallway by the bathroom in the gym. It was noted that a camera outside was pointed downwards; this created a blind spot in the camera viewing. It is unknown how the camera moved. Outside cameras didn't capture a few incidences: glass broken on new sheds, bicycle placed on top of a basketball hoop. The camera company will be contacted. Emergency evacuation material will be digitized.

Middle school - Refresher on committee's purpose: give middle school its own identity and address issue of losing kids going into middle school. Committee shrunk due to pandemic, so there will be an attempt to rebuild the middle school committee. Bath Radefeld will be the chair. There is a need for 1 -2 members from the Board of Education and 2 - 3 middle school teachers. Middle school committee raises money through fundraisers. General discussion about other middle school enrollment; seems to be a rising trend in Catholic education. It was noted that the middle school committee has allowed for good communication between middle school parents and teachers.

School Improvement Process - An introduction on the School Improvement Process was given. The first task for school improvement was to renew and update policies. School improvement process was postponed for a year because of the pandemic and a new pastor. The process will begin this year. Process involves a maximum of five goals being accomplished in a seven-year cycle. Process involves a team visit from principal and teachers from other schools. MQP teachers are asked to be on these teams for education purposes. SIP goals are generated by the school. A steering committee is developed for the following purposes: timelines, check-ins, and writing a plan. Ms. Smith gives an orientation to parents. Ms Smith asked Board of Education to begin reading school improvement plan guidebook, pages 6 to 18. School improvement plan binders will be given to Board of Education members that don't have them. Kelly Pimmel volunteered to be on the steering committee. Previous goals have been: students demonstrate Christlike behavior, learning will be based on individual needs, updated curriculum will increase student learning, technology will increase student learning.

Principal Update:

Total enrollment is 398. Professional development was this summer to teachers regarding executive functioning. New faculty members have been added: music teacher, kindergarten teacher, new preschool TA, new school secretary, first grade TA, new pre K3 teachers. School is seeking a full time middle school English teacher. There was discussion on how to acquire a teacher and a plan if the position is not filled. It was noted that there are teacher shortages everywhere. Plan moving forward will be discussed at next Board of Education meeting if middle school English teacher position has not been filled. The new maintenance company has been great. In terms of technology, the Promethean boards have been installed, and there will be professional training on how to use these in September. It was noted that 6th grade Chromebooks can be bought by families.

Pastor Update:

The budget looks good. It is tight, but there is a slight surplus. We are prepared despite inflation, but next year's budget needs attention. There will need to be maintenance projects: painting. The school survey for All Things New was discussed. The results give little direction and are generally not helpful; however there is some positive feedback regarding Catholic education. Timeline for All Things New was discussed: August 19th this is the first presentation of the information to priests. Key leaders will be

giving a presentation in September. The whole parish will receive information in October. There will then be an opportunity for feedback before a final presentation is made in May 2023. All Things New is about reallocating resources and breathing new life into the church for the future.

Bylaws and Policies

Review and revision of bylaws and policies will resume during September Board of Education meeting. We might need to increase the number of policies we visit each meeting. The goal is to finish by the end of the 2022-23 school year.

Voting:

The June minutes were passed. Vote to make Tricia Stephens the BOE Vice President was passed. Vote to make Steve Notestine BOE secretary was passed. Vote to make Lisa Schulte a member of BOE was passed.

Word on the Street:

The parking lot was realigned; company coming back this week to finish lining of games on blacktop. Fr. Craig has a PSR meeting this upcoming week. PSR does not have enough teachers, so this will be a topic of discussion at the meeting.

Closing prayer

Meeting adjourned