

Joplin Area Catholic Schools
Board Meeting Minutes
May 27, 2015
McAuley High School
6:30p.m.

Board Members Attending

Tony Greenwood, President, St. Peter's Church Representative
Patricia Moore, Treasurer/Buildings & Grounds/St. Peter's Parish Representative
Pat Lonardo, Secretary/Sacred Heart Representative
Fr. J. Friedel, Pastor, St. Peter's Church
Fr. Justin Monaghan, Pastor, St. Mary's Church
Fr. Rahab Isidor, Pastor, Sacred Heart Church
Sr. Joan Margret Schwager, Sisters of Mercy
Joe Patzner – Sacred Heart Representative
Ann Hamlet, Principal, St. Mary's Grade School
Gene Koester, Principal, McAuley High School
Greg Emory, Principal, St. Peter's Middle School
Tara Horinek, St. Mary's Parish Representative

Board Members Absent

Michael Teeter, Vice-President, St. Mary's Parish Representative

Committee Members Present

Chris Churchwell- Finance
Renee Motazed- Development

Committee Members Absent

None

Visitors

Andrea Svec
Heidi Gardner

Meeting called to order by Tony Greenwood

Prayer requests: people dealing with floods and tornadoes, Robert T recovery from surgery, Tony's daughters niece, Sr. Julie's birthday, Scott B surgery, Bill W surgery

Opening prayer: Tony Greenwood

Tony stated that he received a letter from Leon Witt yesterday. His statement was: In the spirit of Sister McAuley it is a pleasure and honor for us to have a Sister of Mercy on the board, a lot of boards don't have that opportunity because there are not enough Sister's to go around. As far as statues he doesn't have it available to look at, it's an obvious situation that we should not have conflict of interest, and if it hasn't already been done we should look at setting some guidelines as far as enabling her to be on our board. Fr. Justin stated that he couldn't recall the exact date or meeting but that there was a special meeting where we made an exception for this situation to keep a Sister of Mercy on the board. Fr. J

stated they did talk about it and stated that they realized that there could be some special circumstances that Sister Joan would be asked to not vote on something, and stated that they would rather have a Sister of Mercy on the board, he also stated that at that time there were not several Sisters of Mercy available, and if Sister Joan would be more comfortable, an amendment to the bylaws could be made for Sister Julie to sit on the board. He stated that at the time of the discussion they did not amend bylaws, and did say that if there was a conflict of interest Sr. Joan would be excused from that issue, and abstain from a vote. Fr. J stated he was wondering specifically why this is an issue right now, and stated he would be happy to discuss it with Leon Witt. Formal action will be taken at a later date to get the language correct and reviewed, and adopted into by-laws. Gene Koester said this probably came about due to his conversation with Leon Witt, concerning his evaluation, and stated that Sr. Joan was on the evaluation team, and he didn't understand why someone who was employed by him could be on the evaluation team. Fr. J stated that was an oversight and if we would have thought about it before had it would have been changed. Gene stated that in the by-laws it also states that it is a non-voting position but we have looked at it as a voting position, and as an employee it shouldn't be. Fr. J stated that he is not as worried about it because the way we have done business as a board for the last number of years now is really not been necessarily the vote, we have only had 1 vote in the last seven years that was not unanimous due to the fact a consensus was not reached. Fr. J stated that they didn't get an opportunity give any input for your evaluations before Leon Witt did them. All we were trying to do when we went to meet with the administrators was basically to do some face time to converse about how the school year went, we didn't have any expectations in that what we were going to do in those conversations was actually going to change any of the formal evaluations, nor did we request it, nor did we think there was any need for it. Leon had already done the evaluations for the 3 administrators, this was simply a matter of sitting down and not so much saying we are giving you an "A" here and a "B" here, this was an opportunity to say "how'd the year go", "how can the board be supportive", those kinds of things. Gene stated that Leon was wanting to know where the evaluations went. Fr. J stated they didn't do anything written or formal, it was more just a conversation. If it had been a formal evaluation you would have been right in saying this makes me a little uncomfortable having one of my employees do a formal evaluation, at that time we would have said that Sr. Joan should not have been one of the 3 teams if it had been formal, written and filed. He stated that he was fine if the Sisters of Mercy wanted to discuss it and have one of the others serve on the board and have you be faculty, but he also is not going to request it they don't have the interest or fashion to do it. He still thinks it more important to have a Sister of Mercy on the board than to worry about this. He would rather get the guideline to go along with this and continue to finesse. He stated that they can't evaluate the administrators in the same way that Leon does, he has no desire to, he does want as a member of the board to give you feedback and to make sure that relationships stay strong with you and members of the board. That is always important because we want the administrators as a part of the conversation at all times. Ann Hamlet stated when she had her visit she didn't feel threatened at all, she was happy to have a conversation with the small group, how she was seeing things, very positive, very good, she also stated this was her first one and Fr. Justin did have a chance to evaluate her. Fr. J stated that maybe part of the problem is calling them evaluations, but it is a way to get feedback. Tara Horinek stated that as a new board member with Greg Emory it was nice for her to get a better understanding of St. Peter's having not ever had any association with it, because her experience has always been with St. Mary's, so it was better for her looking at it as a better chance to know St. Peter's and Greg and how the school works. Tony stated that they will formally get the language and establish a motion, then maybe do electronic vote. At this point we will leave things the way they were addressed when Sr. Joan came on the board initially.

Tony stated next on the agenda was Heidi Gardner and stated she had a question for him about the school calendar for the 2015/2016 school year. He stated he has asked her if she had spoken with her principal, she stated yes. Heidi handed out copies of the calendar with highlighted and circled dates she wanted to discuss. She stated that she teaches at St. Peter's Middle School, her job has been an educator for 3 years at St. Peter's, her job is to educate the children, and when the new calendar came out and is 10 days shorter than what last year's schedule was, all of the middle school teachers didn't agree with the shortened schedule because they look at a catholic education as one with higher standards, higher expectations and by taking 10 days out of the schedule they feel that doesn't show that. After discussion, Gene Koester stated this is the new Joplin R-8 schedule, that they took the calendar to the diocese and it has been approved, that we are going by minutes as opposed to days, he stated it was a much better idea and stated all his teachers love the new schedule and said other principals in the area are changing to this schedule as well, it lends itself as to the same amount of time just less days, being we have people in our system who work in other school systems and have children attending ours families have the same vacation times, Heidi stated that there is not enough data to show if this new schedule will work or not. She stated that middle school has 7 classes throughout the day and if they go by minutes it adds 10 minutes to everyday but only a minute and a half to each class period, and reiterated the educational time is not the same. She gave an example that she teaches 1 math lesson every day and cannot teach an additional lesson in a minute and a half, so effectively she would lose 10 lessons, and she would have to remove pi day, math world day, and all the enrichment activities that goes along with those. There was discussion concerning this issue. Fr. J stated that maybe St. Peter's could invite 6th graders to come a day early get them ready in advance, and possibly be creative in enriching your curriculum, and pull higher standards and get parents behind you, he thought that would be great. Tony stated that the schedule had been approved and is posted on the website. Fr. J stated that it could be monitored and discussed for the next school year (2016/2017).

Principal Reports (available online)

St. Mary's

Ann Hamlet presented her report with the following additions:

The students participated in jumping rope and they have presented a check to the American Heart Association in the amount of \$8,668.68, which was way over the top, had lots of people donating online. She stated she signed lots of certificated for the students and if she signed 10 or 12 for some students. Tony asked if teachers were taking advantage of blackbaud. She stated that Amy Oakes is going strong on it. Follow up needs to be done for the invitation that was sent for users to sign up.

St. Peter's

Greg Emory presented his report with the following additions:

He stated that Nicole will be off for the summer and Shannon Bickford will be filling in for her and will be doing registration for the JACSS system. He stated his lead teachers are going strong with blackbaud.

McAuley

Gene Koester presented his report with the following additions:

He handed out a proposal for changes to the JACS System. Board members were asked to look information over and have discussion at next board meeting. Fr J asked if Gene was talking about a committee to help the school system to advance its mission. Gene stated specifically for us yes you are absolutely right, he said what you are going to see the writing is more towards the finances, because we have struggles with finances for years, and the systems he has been used to before that were advisory like this did not have financial problems. Fr. J stated he would look forward to the discussion because in a lot of ways he does thing it's important that we try to figure out that next step.

Committee Reports

Finance

Chris stated that comparison to budget the biggest shortfall is tuition, because we didn't have the foreign exchange students we usually do. Goals have been met for the annual appeal and fund raisers, we are over budget on support areas. Salaries are pretty much on line except for aides, due to after school care at St. Mary's and St. Peter's. The budget will be adjusted for next year now that we have better idea of expenses for St. Mary's school. Chris handed out the proposed budget for the 2015/2016 school year, after discussion Tony entertained a motion to approve the budget as presented. Fr. J so moved, seconded by Tarah Horinek, all in favor, none opposed. Chris stated there would be a final review of the budget after enrollment is finalized in September.

Development/Fundraising

Renee Motazedzi stated the phone-a-thon was a success, she recommends doing it again and stated it was a great way to close the gap. She stated she received the grant from the Knights of Columbus for religious education. Spring Fling was a success, they were pleased with the outcome. The regret donations have been very surprising and very welcomed. Fr J asked where things stood with the search for development director. Renee stated she met with development board two weeks ago and at that time they had interviewed some candidates but they are putting in in the Mirror with the hopes of more applicants. Tony asked Renee is she had an update for the secretarial position, she stated that they have another interview tomorrow, and stated that they have interviewed several people, still waiting to get more applicants. Tony asked who is responsible for hiring development director. Renee stated that in the past the development board would make a recommendation to the school board on who should be hired. She stated that the development board members most of them are past alumni or past parents and she receives 100% participation from them on annual appeal, very generous donor, they are the epitome of what a development board should be, vested interest in the system. Fr. J asked if the development board has seen the proposal that was submitted by Gene, and stated he felt they should be involved in the discussion as well. Renee stated she could send them a copy.

Tony stated that he would like to formally thank Renee for her time, effort and stated she was probably underpaid and overworked and had lots of extra hours. He stated he would also like to do the same for Tammy. And stated they have been very lucky as a board and school system to have had you both as long as we had. Renee stated she appreciated the opportunity to be there for the last 5 ½ years, it's been a pleasure and great to put that passion for my faith and kids. Tammy stated that she has enjoyed being involved in JACS for right at 10 years, it will be bittersweet to leave. Tony stated that they appreciate knowing that they would only be a phone call away if there help was needed. Gene said that Renee's son William, just completed the Boy Scout Eagle project upstairs so there are new trophy cases for FBLA.

Alumni

Gene Koester stated that Amy Sieglinger was the recipient of the brick from the auction.

Building & Grounds

Patricia Moore stated she was looking into doing some landscaping at St. Peter's. She stated that although she has not been involved at St. Mary's there is a problem with water in the playground area not draining. She suggested someone call the surveyor back and have it re-surveyed to make sure it is still at grade it was intended, if not during the summer it could be graded and add soil as needed. The surveyor should do this at their expense not ours.

Tony asked if there was a way to judge the usage of blackbaud. Gene stated that Nancy Roark finished a 4 hour class today and was ecstatic about how it went and everything she learned. Renee stated there will be a file on the server with instruction for use. Patricia stated there needs to be a deadline set for online payment, and a way to monitor how things are going. There was discussion concerning procedures and chain of command as to who needs to follow-up with the business of concerning on-line payments and the financial parts. Patricia and Chris will follow up with Nancy concerning online and ACH payments and other financial parts. Tony requested an update be provided at next meeting.

Closing prayer – Fr. Rahab

Next board meeting June 17th, 6:30pm, at McAuley