

SEVEN DOLORS BOARD OF EDUCATION
MEETING Minutes
School Library
February 8, at 6:30 pm

I. Call to Order

- A. Prayer
- B. Roll Call

Present: Tom Schmitz, Bonnie Massman, Jeff Meyer, Jane Odenthal,
Anne Gourde, Jill Seiler

Absent: Shawn Ehlert, Sr. Alice, Fr. Michael, Ami Ohmann

Visitor: Victor Kotton

C. Director of Faith Formation Report- No report

II. Recommended Actions

A. Routine Matters

- 1. Approval of the Agenda- Approval of January Meeting, Jeff motioned, Tom seconded. All approved.
- 2. Approval of Minutes of January meeting-Approval of minutes by Jill Seiler, Ann seconded. All approved
- 3. Approval of Finance report-Approval of report motioned by Tom, seconded by Ann, approved.

B. Unfinished Business

1. Complete Personnel Policy Review The HR person from the Credit Union was able to give us the links to some web pages that helped me to draft the following policy.

2-7.7. Return from Leave

Upon return from an approved Family/Medical Leave, the employee will be able to return to his/her previous position. If the original position is no longer available when the employee returns, Holy Family School will restore the employee to an equivalent position with equivalent employment benefits and pay. Holy Family School will not be obligated to maintain employment for anyone exceeding the 12 weeks or who is unable to fulfill the requirements of their positions as stated in their job description.

Motioned by Jeff to approve 2-7.7 Policy. Jill seconded. All approved. Motion passed.

The board needs to adopt this policy after discussion and any revisions.

2. 1st review of Administrative policies 101-114 A copy of these policies were available at the meeting.

Ann motion to approve all policies, Tom seconded. Motion passed.

3. School survey – The school survey is complete. The survey committee reviewed the results and will send any items that need further study to the appropriate accreditation committees.

4. Grade 3- School year 2011-12

Council member received a phone call from a concerned parent. Parent was concerned about an aide's qualifications. Phone call ended well.

Bonnie indicated that qualifications required for the aide position would be determined after the job description was completed.

C. New Business

1. Parish Council Guest Victor Kotton discussed having someone from the board of education participate in the Council election committee. Tom Schmidt volunteered to do this.

2. The board Reviewed the goals for the board of ed and for the principal for the current school year.

III. Information and Proposals

A. Pastor (Fr. Michael has a meeting at St. John's.)

B. Principal

1. Preschool/Kindergarten Open House

Currently registered

21 Kindergarten

20 4-year-olds for Preschool

2. Donation

We recently received an anonymous donation toward items on the wish list and on the technology plan.

- a. Smartboard for computer lab
- b. Document Cameras for classrooms and lab (8)
- c. 2 flip video cameras
- d. replacement of some classroom board games
- e. paper cutter for top floor
- f. 1 additional iMac for lab if needed
- g. Misc. items for reading program for K-2 (background CD's, magazine files, weekly test manuals)
- h. Replace 2 ceiling fans that are not working
- i. Science kits
- j. Balance of funds would go to start an account for replacement of printers and computer lab computers.

3. Catholic School's Week Events Review

The Mass was attended by a number of school families and the fellowship following was also well attended.

4. Accreditation update

Sr. Kathy Kuchar will be the chair of our accreditation team. She will be meeting with me on March 1 to set the date and make preliminary plans for the visit. Our site will be sometime during the month of October.

C. Committee Reports

1. Technology Committee

The technology committee met and discussed short term and long term technology needs. Having a spring bingo event or meat raffle to raise funds for new computers for the lab (down the road) was also discussed.

2. PR/Marketing Committee

Meeting scheduled for Feb. 15th (12:15-12:45)

D. Guests

E. Confidential Matters

Ann motion to adjourn, Jill seconded.

IV. Next meeting March 8 , 2011