

**Board of Education Meeting
St. John's - St. Andrew's School
May 17, 2011**

Members present: Fr. Tom Becker, Susan Hennen, Eric Dehmer, Lisa Wuertz, Geri Primus, Brenda Nathe, Karen Meyer, Kristen Young; **Absent:** Dan Boecker

I. Call to Order

- A. Opening Prayer by Fr. Tom.
- B. Roll call.

II. Routine Matters

- A. Approval of the Minutes: There was one change under the new leadership report under new business: associate pastor should be parochial vicar. Karen made a motion to approve, Brenda seconded it, motion carried.
- B. Approval of the Agenda: One change under new business: Letter A. was added – policies to be reviewed. Lisa made a motion to approve, Eric seconded it, motion carried.
- C. Approval of the Financial Report: Lisa made a motion to approve, Karen seconded it, motion carried.

III. Old Business

- A. Bookshelves. The bookshelves are installed. There were some issues with the weight of the bookshelves. The issues have been resolved by reinforcing the ceiling along the wall under the library. St. John's library was painted prior to the installation. Thank you to Char Meyer, Karen Meyer, Brenda Nathe, and Geri Primus. Plans are to paint the hallway this summer.
- B. Driveway/tennis court update. Karen reported that on Sat. May 14th, volunteers Tony & Andy Thull, Don Schneider, Tim Schmiesing, and Tom Loxtercamp removed the old parking lot. Skip's crew will be coming next week to pave the driveway and Karen reminded him to fill in the holes in the tennis court. Karen received a bid from another company to reseal the tennis court, fill cracks, and paint lines for \$975.00. That sealant should last 4 years. This matter is now with the parish council. The possibility of other community organizations contributing was also brought up. The manhole in the tennis court was used to turn the water on and off for the cemetery at one time. This is also with the parish council for further action. Karen will talk to Jim Leukam about bringing this topic to the city council for their involvement.
- C. Sunday All School Mass was on May 1st at 10:00 am in Meire Grove. Approximately 45 students out of 67 total were in attendance. The total attendance was 270, which is about 100 more than a typical Sunday 10am mass. The mass served as the school's farewell to Father Tom.
- D. School Board Elections openings are in the parent newsletter and church bulletin. No one has come forward yet.
- E. Teacher contracts for 2011-12 school year have been given to the teachers. Teachers are completing a self evaluation of themselves as teachers. Susan will have a conference with each teacher to go over the evaluations before the end of the year.
- F. St. Andrew's building gym beams. Susan had not contacted anyone yet, but will do so. Kristen suggested checking into whether or not used wrestling or gymnastics mats could be used.
- G. Registrations for the 2011-2012 school year have been received, with all but 4 having been returned.
- H. School cleaning notice has been put in the parent newsletter.

IV. New Business

- A. School Policies. The board reviewed Policies #4010 – 4040 with no changes being made. Lisa made a motion to approve the policies, Kristen seconded it, motion carried.
- B. Technology Committee Report. The committee of Brenda, Dan, and Susan met computer lab in Meire Grove and determined the best plan of action would be equal capability. The committee's suggestion is that we work towards an all in/

The best computers from Meire Grove would then go to Greenwald to upgrade that computer lab. They had several suggestions for the funding of this project. 1) use the money from the Catholic United Financial raffle to start the fund 2) Send a letter to alumni for donations 3) schedule technology in the curriculum budget, which would budget for upgrade/replacements every 8 years. The Meire Grove lab would need 15 computers and the committee had received several quotes 1) \$17,000-18,000 2) Dell \$664/ea. 3) Dell simple model \$479/ea. 4) Dell touch screen \$757/ea.

- C. Computerized record keeping/grading system Melrose Public School is willing to allow us to become a part of their Genesis system for a minimal set up fee. (Kris Winter advocated for SJSA to be included.) All board members were in favor of this. The past few months SJSA had a trial with Teacherease, but if we wish to continue it, we would have to contract and pay for the service.
- D. Wish list items Freeport State Bank gave SJSA a 3' x 4' portable whiteboard, a digital camera with case and memory card, and a Cricut letter/shape cutting machine. They saw the list in the Steak & Wine booklet and decided to donate those items. Be watching for an article in the Beacon.
- E. CD renewal. The plan is to renew the CD at Freeport State Bank for 6 months and see what interest rates do during that time.
- F. Conserving and saving on budgets for the church and the school. Susan has been looking at ways to conserve energy and had Jim Schulzetenberg come in and make recommendations for the lighting in the Meire Grove building. Jim suggested replacing all the lights with new, energy efficient lighting. They will not only use less energy, they will also provide better lighting. The lights would cost \$52/ea. and Excel has a rebate for approximately \$18-20/light. Each light needs 4 bulbs at \$2.20/ea. Susan will also ask Excel Energy to do an energy audit of the school.

V. Information & Proposals

A. Pastor

- 1. Thank you to Susan for the good job she has done and is continually moving forward.
- 2. Fr. Suggested that we reimburse Sr. Suzanne the cost for her gas this year. It comes to about \$15/day or \$120/month. Kristen made a motion to reimburse Sr. Suzanne for her gas, Eric seconded it, motion passed.

B. Principal

- 1. Retreat Day went well with the exception of rain so the egg hunt had to be held indoors. The Passion Play performances went well.
- 2. Last NWEA Maps testing was held on May 6th and 9th. The results will be going home as soon as the school receives them.
- 3. Gr. 3-4 attended Middle Sauk River Watershed District Waterfest on May 12.
- 4. Gr. 6 students attended the Melrose Middle School orientation on May 13th in the morning.
- 5. Ten second graders celebrated First Communion on Sunday, May 15th.
- 6. Gr. 5-6 will be attending the Young Authors/Young Artist Conference at St. Bens. Students paid \$17 and the school paid \$10.
- 7. CUF pizza lunch will be held on Friday, May 20th. CUF will pay \$140 towards the lunch.
- 8. 6th grade Graduation Mass and reception will be on Wed., May 25th at 8:00 am Sixth graders are no longer required to attend school after that.
- 9. Gr. 6 is invited to St. Ben's on May 26th with Sr. Suzanne.
- 10. Last day of school track and field day (8am-11am) will be followed by a picnic lunch.

C. Questions/concerns by Board Members – none.

VI. Future Business and Meeting Agenda

- A. Next meeting date is June 21, 2011. Fr. Tom will be gone then, perhaps Fr. Omar or Fr. Enneking can attend.

Prayer and adjournment.