

St. Francis Xavier Board of Education  
Minutes from August 8, 2011

Present: Gregg Recker, Tom Hageman, Keith McCarraher, Angela English, Kathy Valant, Heidi Wall, Janet Stelken, Peter Smith, Kate Tillis (Teacher Rep.), Alan Dietzenbach (Seminarian), and Fr. Quint. Janet Stelken called the Meeting to order at 5:30 pm. Peter Smith led the group in prayer.

The Board began with an introduction of those present.

The August agenda was approved with additions: 11/12 Enrollment, letter regarding 11/12 enrollment to be published; and deletion: June Financial Report. Heidi MOVED to approve the agenda with changes; Kathy SECONDED and the motion CARRIED.

The minutes from the June meeting were approved via email in June.

The June & July Financial Reports will be presented as part of the year end report at the September meeting.

Peter gave the Principal's Report. He reported that the building was affected by a lightning surge at the end of July. There were problems with the fire alarm, server, and phone system. There were three new students enrolled for the upcoming year. The house on the corner has been taken down; plans are underway for the playground to be set up. Alice Wilfong will be taking the preschool position left open by Stacey Sikkema's departure. Jenny Wieneke will be the half-time 6<sup>th</sup> grade teacher. There have been new desks ordered to replace those broken. Don Deutmeyer is cleaning/repairing all of the heating units in the building. Peter also indicated that eRegistration went well for the first year. He noted a special thank you to Peggy Keegan, Teresa Knipper and Jenn Helle for work they did to prepare for eRegistration. Changes to the state-funded Preschool program will be forthcoming; a notable change will be the mandatory decrease in the administration fee charged by the district. There will be changes to the Roman Missal coming; changes will be taught in classrooms. Catechetical Sunday will be celebrated on Sunday, September 18; the theme this year is "Do This In Memory of Me". Professional development this year will focus on the Mass. Staff members will be reading "The How-to Book of the Mass". Peter indicated that we will lose 10 families (19 students) for the 2011-2012 school year to WD. Final enrollment numbers will be emailed to members.

The Board discussed the August Board Gram.

The Building and Grounds committee reported that leaking areas have been fixed and heating units are being cleaned and fixed as necessary.

The Board commended Becky Schwendinger and Alice Wilfong for the summer cleaning.

Ric Willenborg will be scheduling the gym again this year.

Board of Education Committees for the 11/12 School Year are as follows:

Finance: Gregg, Janet, and Angela

BHS Rep: Heidi

XSA Rep: Kathy

Building and Grounds: Tom

The Board discussed the Parish-School Connection Committee. The committee will be comprised of board members, teachers, and parents. Janet will serve as the Board's representative. Clare Ehlers will serve also as Liturgical Coordinator. The Committee will send updated reports to the Parish Council.

Discussion was held on the Scrip program. Online orders via [shopwithscrip.com](http://shopwithscrip.com) will be starting soon. Emily and Beth will be working on a marketing plan to increase sales and use of online ordering. Promotional ideas were discussed. A budget of \$750.00 was set for the purchase of banners and other promotional tools.

Constitution/By-Laws are all up-to-date. We will be using the Interparish model for determining tuition/subsidy payments.

A letter regarding enrollment for the 2011-2012 year was presented. Board members discussed changes to the letter. Janet will forward the letter with changes to the Executive Committee for final approval.

Future Agenda Item will be the review of the 2011 Vacation Bible School.

Heidi MOVED that the meeting adjourn; Angela SECONDED and the motion CARRIED at 6:29 pm.

The next meeting will be **September 12, 2011** at 5:30 pm in the Library. Janet will lead prayer.

Respectfully Submitted,

Angela M English

Secretary