

# Burlington Notre Dame

Board of Education Meeting

November 28, 2016

The Notre Dame Board of Education met on November 28, 2016. President Francesca To called the meeting to order and Chris Kipp said the opening prayer.

## Roll Call

### Present

Francesca To

Father Bill

John Hackenmiller

Mark Knutsen

Kerri Ackerman

Chris Schwarz

Teacher Representatives: Nita Carlson & Jon Riffel

Student Representative: Zach Rashid

Bill Maupin

Val Giannettino

Father Marty

Chris Kipp

Larry Rheinschmidt

### Absent

Cease Cady

## Agenda

Francesca said there would not be an executive session and Athletic Director, Jeremy Swink would be moved to the top of the agenda. Mark Knutsen motioned to approve the agenda as amended. Seconded by John Hackenmiller. Motion carried.

## Minutes

Francesca asked if the SIAC goals could be put in the online October minutes. Chris Kipp motioned to approve the minutes. Seconded by John Hackenmiller. Motion carried.

The E-mail votes should have noted that Chris Kipp and Father Bill voted yes for the gym ceiling acoustical panels. Also, Chris Kipp and Larry Rheinschmidt also voted yes for the school calendar change.

## Visitors

Jeremy Swink reported that the volleyball season wrapped up last month. He completed evaluations of the volleyball coaches. Basketball season is underway and Notre Dame hosted a Hall of Pride boys' basketball game vs Burlington High School. This was the first time a full game was played against BHS since the 1980's. The athletic boosters have been very busy under the direction of Karen Marino, the new booster president. Three committees have been formed: By-Laws & Policy, Facilities and Finance & Budget. Jeremy said he has attended state-wide and local athletic director meetings. The scoreboard in the elementary gym is now wireless.

## Board Communications

None

## Financial Report

Mark Knutsen reported that the Compensation Committee has been meeting and has accomplished:

1. Bench Mark Data
2. Surveyed Current Teachers
3. Developed Proposed Compensation for the 2017-2018 Budget

Mark explained that the current salary schedule only goes out 15 years. The new scale goes out 50 years with higher increases for higher education levels. Larry Rheinschmidt motioned to accept the compensation report and recommendations. Seconded by Kerri Ackerman. Motion carried.

Mark said that the finance committee met and agreed to a 3% tuition increase, fees will stay flat and a 3% raise for staff. Father Marty asked Mark what his plans were for the parish support. Mark said he hoped to keep it at the current level. Father Marty reported that parish giving is down.

Deb Trine reported that the 2016 STO goal of \$248,000 has been met.

Father Marty motioned to accept the finance report. Seconded by Chris Kipp. Motion carried. Francesca thanked Mark and the compensation committee for their hard work.

### **Building & Grounds**

Deb Trine presented a written report. A bid was received for new/replacement lighting in the north parking lot and the exterior of the gym. Since the bid was over \$6,000, Mark Knutsen motioned for a corporate resolution not to exceed \$7,000. Seconded by Chris Kipp. Motion carried. John Hackenmiller motioned to approve the Building & Grounds report. Seconded by Kerri Ackerman. Motion carried.

### **Marketing Fundraising and Notre Dame Foundation**

Val Giannettino presented a written report. Larry Rheinschmidt motioned to accept Val's report. Seconded by Chris Kipp. Motion carried.

### **Religious Education**

Chris Kipp motioned to accept the written report. Seconded by Larry Rheinschmidt. Motion carried.

### **Auxiliary Groups**

The Tech Committee met.

### **Student Representative**

Zach Rashid reported that National Honor Society and Student Council held an ACT Boot Camp. The tutoring club is going well. The Leo Club is going to take care of cleaning the gym. The Vice Versa Dance went well.

### **SIAC**

No report.

### **Pastor's Report**

Father Marty reported that by 2020, 50% of the United States priests will be at retirement age or older. Father said he purchased a new children's lectionary. Mark Knutsen motioned to accept Father Marty's report. Seconded by John Hackenmiller. Motion carried.

### **Notre Dame Chaplain's Report**

Father Bill reported that he has offered Reconciliation a couple times but not many are taking advantage of the sacrament. Father Bill said that 80% of the Notre Dame students feel that they are bullied or are a part of bullying. This needs to be continually addressed. School wide Reconciliation is on Monday, December 5.

### **PreK-12 Administrator's Report**

Bill Maupin presented a written report. Chris Schwarz reported that he met with Hy Vee officials regarding costs for purchasing lunches through the store. Chris said the price point was way too high at \$6 - \$7 per meal. Bill Maupin reported that last Tuesday, the 2<sup>nd</sup> lockdown of the year occurred. He reported that he is continuing to look at new ways to contact parents. John Hackenmiller motioned to accept Bill's report. Seconded by Kerri Ackerman. Motion carried.

### **Teacher Representative Report**

Nita Carson reported the good things that are happening with the students.

### **Personnel**

Bill Maupin recommended Jon Riffel for the Assistant Boys' Varsity Basketball Coach. John Hackenmiller motioned to approve Bill's recommendation. Seconded by Chris Kipp. Motion carried.

### **Policy**

John Hackenmiller reported that the committee compared school policies with Diocesan policies. There will be a second reading of policy changes in January.

### **Old Business**

Francesca reported that the strategic planning sessions with Dan Ebener from the Diocese are scheduled for January 17 from 5:00-8:00 pm and February 7 from 5:00-8:00 pm. It will be advertised in the church bulletins, JMC messages, January & February Newsletters, and Hawk Eye Happenings.

Since there was no further discussion the meeting adjourned.

Respectfully Submitted,

Deb Trine

### **E-Mail Vote – December 2, 2016**

Bill Maupin recommended the hiring of Matyll Jones for the 5<sup>th</sup> grade position. Larry Rheinschmidt motioned to approve a contract for Ms. Jones. Seconded by John Hackenmiller. Yes votes included:

Larry Rheinschmidt, John Hackemiller, Father Bill, Mark Knutsen, Kerri Ackerman, Chris Kipp and Father Marty. Motion carried.

### **E-Mail Vote – December 13, 2016**

Bill Maupin recommended to accept Richard Dunshee's resignation as Notre Dame's Spanish teacher and to approve a contract for Amanda Klinkenberg. Mr. Dunshee has agreed to finish the first semester. John Hackenmiller motioned to accept Mr. Dunshee's resignation and approve Mrs. Klinkenberg to fill the Spanish position. Seconded by Larry Rheinschmidt. Yes votes included: John Hackenmiller, Larry Rheinschmidt, Father Marty, Kerri Ackerman, Mark Knutsen, Chris Kipp and Father Bill. Motion carried

### **E-Mail Vote – January 4, 2017**

Bill Maupin recommended to accept the resignation of Dawn Hammel as Registrar. Chris Kipp motioned to accept Dawn's resignation. Seconded by Larry Rheinschmidt. Motion carried. Yes votes included: Father Bill, Father Marty, Kerri Ackerman, Larry Rheinschmidt, Chris Kipp, Mark Knutsen and John Hackenmiller. Motion carried.