

Burlington Notre Dame

Board of Education Meeting

August 22, 2016

The Notre Dame Board of Education met on August 22, 2016. President Francesca To called the meeting to order and Mark Knutsen said the opening prayer.

Roll Call

Present

Francesca To
Bill Maupin
Chris Kipp
Larry Rheinschmidt
Fr. Bill

Mark Knutsen
John Hackenmiller
Kerri Ackerman
Val Giannettino

Teacher Representative: Jon Riffel

Absent

Father Marty (ex)
Cease Cady
Chris Schwarz (ex)

Agenda

The next meeting is September 26 not September 22. Mark Knutsen motioned to approve the agenda as corrected. Seconded by Chris Kipp. Motion carried.

Minutes

John Hackenmiller motioned to approve the minutes as presented. Seconded by Chris Kipp. Motion carried. It was noted that a Home & School Policy was not included in the May minutes. Chris Kipp motioned to approve the May minutes to include the Home & School policy. Seconded by Keri Ackerman. Motion carried.

Visitors

Francesca welcomed the visitors. (Angie Prottsman, Tracy Gerhardt, and Brian Krieger)

Francesca also asked the board members to read through their School Board Handbook. She mentioned three points she would like to be observed.

1. Two readings before any policy changes
2. Agenda & Minutes posted on the school website
3. Executive sessions are discouraged. All executive sessions are confidential, not even to be talked about to your spouse.

The School Board Handbooks will be posted on the school's web site.

Financial Reports

Mark Knutsen talked about the 2015/2016 year end financials. John Hackenmiller motioned to accept the year end financials. Seconded by Keri Ackerman. Motion carried. Mark presented the July financial report. The budget will be revised in September. Chris Kipp motioned to accept the July report. Seconded by John Hackenmiller. Motion carried.

Mark recommended a Compensation Committee be formed with teachers and administrators serving on the committee. Research would be done regarding salaries and benefits of other Catholic and public schools. He would also survey current staff on their salary/benefit expectations and would like to have a new teacher salary schedule in place by October 31. Seconded by Larry Rheinschmidt. Motion carried.

Mark said the Athletic Boosters will be meeting on Friday. Many members are resigning. New members will be elected. A 2001 Athletic Booster constitution was found.

A Notre Dame Foundation and school board liquidity committee has been formed and will meet on September 7th. The committee will have 3 school board members and 3 Foundation board members. The Foundation would focus on managing all the funds of both corporations (Foundation & the school) in addition to fund raising. The committee will create a policy to be reviewed by the diocese.

Mark reported that a request has been made by Father Marty to cancel all student fees paid by the Notre Dame teachers for the 2016/2017 school year. This would be for one year only. Mark Knutsen motioned to accept Father Marty's proposal. Seconded by Kerri Ackerman. John Hackenmiller voted no. Motion carried. Mark said that Byron Tatti has resigned from the Finance Committee and Brandon Kipp has agreed to replace him. Other members include Deb Lillie and Ruth Mansheim.

Building & Grounds

Deb Trine presented a Building and Grounds report. Chris Kipp motioned to accept the report. Seconded by John Hackenmiller. Motion carried. Deb also presented two contracts for approval, the yearly boiler chemical treatment contract and the rolling sign in the HS gym. Mark Knutsen motioned to accept the contracts. Seconded by John Hackenmiller. Motion carried.

Marketing/Fundraising/Foundation/Capital Campaign

Val Giannettino reported that the marketing expense may go over budget this year with the insert that is being planned for The Hawkeye. Another open house is being planned for January to show case the improvements that were made to the school this summer. A \$25,000 gift for the Capital Campaign was received on Friday. There is currently \$190,398 in the Capital Campaign account. Val said a recognition wall is in the early planning stages. Main focus right now is on the Pot O' Blue & Gold Raffle. Currently, there have been 816 tickets sold which is above last year at the same time, but the drawing is a week earlier this year. Larry Rheinschmidt motioned to accept Val's report. Seconded by Chris Kipp. Motion carried.

Religious Education

No report

Auxiliary Reports

Music Boosters

Brian Krieger reported that the boosters are planning a Lip Sync Battle Tournament to be held on September 24. This fund raiser will replace the annual patron letter mailing. Brian said the concert dates are not correct on the school calendar. He also said the Boosters are exploring the idea of

building an auditorium. The first Music Booster meeting of the year is scheduled for Sunday, August 28.

SIAC

Bill Maupin reported that the first meeting will be in September.

Pastor's Report

No report

ND Chaplain's Report

Father Bill reported that he plans to have confessions available once a month at Notre Dame.

Pre K-12 Administrator Report

Mr. Maupin presented a written report. He said that he has been asked by Dr. Morrison to mentor the new principal in Keokuk. He also reported that the planning has started for the 2020 Rome Trip. Mark Knutsen motioned to accept Bill's report. Seconded by Chris Kipp. Motion carried.

Teacher Representative Report

Jon Riffel thanked the board for the new key cards and the new Chrome books.

Personnel

Deb Trine read the following resignations: **Tom Gray-Assistant Varsity Baseball Coach & Field Maintenance, Todd Ackerman-7th & 8th Grade girls' Basketball Coach, Brad Koenig-Assistant Boys' Basketball Coach, Bri Duncan-Assistant Girls' Basketball and Michael Steimer-Boys' Soccer.** John Hackenmiller motioned to accept the resignations. Seconded by Keri Ackerman. Motion carried.

Policy

No report. Matt Carlson is resigning from the committee.

Old Business

E-mail voting notes were distributed tonight.

New Business

Francesca reminded the board members of the board calendar that is available on Goggle Docs.

Since there was no further discussion the meeting adjourned.

Respectfully Submitted,

Deb Trine