

**DIOCESE OF DES MOINES  
CATHOLIC SCHOOLS BOARD**

**Mission Statement:**

It is the mission of the Diocese of Des Moines Catholic Schools Board to establish policy for the local Catholic school community that ensures gospel-based formation and learning for all students.

**Catholic Schools Board Goals**

1. Promote the Catholic identity/character of the schools.
2. Build and strengthen relationships with pastors, administrators, and local boards of education/school boards.
3. Advocate for strong and viable Catholic schools through marketing, recruitment, and connection with policy makers.
4. Promote diversity, in its many forms, among Catholic Schools Board membership, its committees, and the schools' employees.
5. Support student recruitment and enrollment efforts among the Immigrant, refugee, and minority populations.
6. Continue to support further investigation around school finance to assist the various aspects of school finance.

**DATE:** Monday, September 18, 2017  
**PLACE:** St. Ambrose Parish Hall  
**PRAYER:** Dr. Tray Bonday

**MINUTES**

**I. OPENING ACTIVITIES**

- A. Call to Order: The meeting was called to order at 4:03pm.
- B. Roll Call:
- Members Present: Beth Schulte, Clark Smith, Deann Cook, Nicole Proesch, Leslie Wurster, Gloria Costellano, Margarita Pizano, Connor Flynn
  - Schools Office Members Present: Dr. Tracy Bonday, Denise Mulcahy
- C. Prayer: Dr. Bonday led prayer
- D. Call for Additional Agenda Items: No additional agenda items were mentioned
- E. Approval of the Agenda: Clark Smith made a motion to approve the agenda. Gloria Costellano seconded the motion. The motion carried.
- F. Approval of May Meeting Minutes: Deann Cook made a motion to approve the May minutes. Nicole Proesch seconded the motion. Motion carried.

**II. OPEN FORUM**

There were no open forum guests or issues.

### III. ACTION ITEMS

- A. Board Liaison Positions: In the past, board members have been asked to be liaisons to each school. It has been difficult getting people to serve at all schools and there does not seem to be much information flowing between local boards and liaisons. This year, instead of the liaison position we will be holding the meetings at different schools. By doing this, the principal and local board chair will be invited to attend, the principal can share some information about the school, and the local board chair can ask questions and learn what the diocesan board does.
- QUESTION: What schools will we visit? We will begin in the metro area, but we will want to visit each school. In time, this will become cyclical so we are spending time at each school.
  - QUESTION: How do we engage schools? Some schools don't reach out or ask questions. Dr. Bonday has been holding some meetings with boards as a part of their beginning of the year retreats or development. With the work in strategic planning, this will allow us to use this as information gathering. There will be changes that have to be made once the strategic plan is finished, so this will give boards information on that process.
  - QUESTION: Where do we begin with this process? Each school is unique. Dr. Bonday will get in touch with the principals and the Executive Committee will make arrangements. Information will be sent to board members with locations.
- B. Potential Board Members: The board is still seeking two more members. Some names were submitted at the end of the year last year; however, no interest was shown. Potential members do not have to be parents.
- QUESTION: Should names be given to Dr. Bonday? Do they need to come from certain parishes? Send name and email contact to Dr. Bonday by the first week of October.
- C. Vote on Executive Committee: At this point, there is no Executive Committee because last year's chair has left the board and there was not a Vice Chair appointed. This year we will have an At-Large position as a member of the Executive Committee to fill in for the outgoing chair.
- QUESTION: What is the time commitment for the Executive Committee? The Executive Committee meets two weeks prior to the board meeting to plan agenda. This is a phone conference.

Connor Flynn made a motion to name Clark Smith as the Vice Chair for the 2017-18 school year, to be Chair for the 2018-2019 school year and to name Nicole Proesch as the At-Large position for the 2017-18 school year. Deann Cook seconded the motion. The motion carried.

### IV. REPORTS

- A. Superintendent:
- Strategic planning continues to move forward. Bishop Pates has put a significant amount of money toward this work. We are still looking for about \$40,000.
  - The schools will be working toward AdvancEd accreditation as a system. Each school will remain accredited by the state. Schools will be working on some evaluation tools that will be used by the system team in preparation for the first visit. In the spring of 2019, we will have the formal visit by a team of superintendents from other dioceses. This visit will yield a report with strengths and recommendations for improvement.
  - We have a national speaker coming in to work with the principals in Omaha on retreat and then coming back to work with teachers in October. This is something new we are trying for professional development. The topic will be Professional Learning Communities.
- B. Director of Teaching and Learning:
- Denise Mulcahy shared that New Teacher Orientation was held in August. There were 45 teachers in attendance. This was a large group, which stemmed from new positions and some retirements.
  - We have also been meeting with the new administrators. We have two new administrators this year, but we have been inviting the new ones from last year to the meetings as well to continue to offer support and assistance.
  - We will begin curriculum meetings in October, with a special focus on Science, Social Studies, and Religion.

V. **ADJOURNMENT**

- A. Chair Comments: Beth Schulte reminded the members to send names and contact information to Dr. Bonday for new board members.
- The next meeting is scheduled for Monday, November 20. Please check the agenda for location.
- B. Clark Smith made a motion to adjourn the meeting. Nicole Proesch seconded the motion. Motion carries. Meeting adjourned at 4:55pm.