

**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, January 21, 2019  
**PLACE:** St. Pius X School Conference Room  
**PRAYER:** Clark Smith

**MINUTES**

**I. OPENING ACTIVITIES**

A. Call to Order: The meeting was called to order at 4:11pm.

B. Roll Call:

- Members Present: Clark Smith, Fr. Kautzky, Margarita Pizzano, Andrea Cook, Gloria Castellano, Celia Shedd, Nicole, Proesch, Deacon Francis Chan
- Schools Office Members Present: Dr. Tracy Bonday, Denise Mulcahy
- Guests: Mary Jo Kever, Principal – St. Pius X School

Prayer: Clark Smith led prayer.

C. Call for Additional Agenda Items: An addition of “Diocesan calendar discussion and approval” was added to the agenda under the Director of Teaching and Learning’s report.

D. Approval of the Agenda: Andrea Cook made a motion to approve the agenda with the addition of the Diocesan calendar. Nicole Proesch seconded the motion. Motion carried unanimously.

E. Approval of November 2018 Meeting Minutes: Gloria Castellano made a motion to approve the minutes from the November 2018 meeting. Nicole Proesch seconded the motion. Motion carried unanimously.

**II. Open Forum/Guests**

Mary Jo Kever, principal at St. Pius X School, welcomed the board and share information about the school. Members were given a copy of the draft of the St. Pius X School Annual Report.

- Ms. Kever started at St. Pius X School in the 2017-18 school year.
- There are 350 students in the school, PreK-8, many students are 2<sup>nd</sup> or 3<sup>rd</sup> generation St. Pius students.
- The school draws from many different districts.
- The school's theme was "A Million Reasons" and was used in the school and on social media. Pictures and ideas about St. Pius showed different reasons why people love the school. This same theme was used in the Annual Report.
- The school was able to bring back Spanish for the middle school this year and has implemented the Level Up Village program. Last year the 5<sup>th</sup> grade participated and this year, 2<sup>nd</sup> and 5<sup>th</sup> are participating. This program is a global education program and this year the school is partnering with students in Zimbabwe.
- The parish is beginning to talk about plans with the parish center, which currently houses the gym/cafeteria and music and band rooms. This discussion is in the beginning stages.

**Question:** *Are there many refugee students?* No, the school has some immigrant children. Currently the school has 5 students who are English Language Learners.

**Question:** *What are you seeing as challenges?* A common challenge across all schools is hiring quality educators, especially when you need someone who is part time versus full time. There are HR issues that each principal deals with independently that take a lot of time. Would be helpful to have general help with these things.

### III. Action Items

- A. Board Policies: The board continued its work with the 400 policies through a review and revision discussion. Gloria Castellano made a motion to approve the 400 policies which were second read at this meeting. These include policies 401, 402, 404, 410, 415, 421, 424, 427, 428, 433, 436, 442, 445, 448, 451, 454, 457, 457.1, 458, 458.1, 460, 460.1, 460.2, 463.1, 464, 472, 472.1, 475, 475.1. The board will continue its work on policies 404, 407, 412, 430, 466, 475.2, 478 and regulations, and 481 and regulations at the March meeting. Deacon Francis Chan seconded the motion. Motion carried unanimously.
- B. Strategic Planning Update: Dr. Bonday shared that strategic planning is continuing to move forward. In December, there was a meeting with the pastors of schools where Alan Meitler, Dr. Bonday, and Dr. Jerry Deegan shared an outline of the work. One of the recommendations was to create a more systems-approach in the Metro area. This has not been defined, but they looked at what schools could do together such as marketing, development, and other resources. This meeting was positive and was followed by individual meetings with each pastor, Dr. Bonday, and Dr. Deegan. The pastors were asked about any concerns they might have. Some mentioned the fear of closure of schools. This is not on the table. The plan is to find ways to make sure each school is viable and offers the best educational opportunities for its students. On January 11, Dr. Bonday and Dr. Deegan met with the principals in the metro area to share the same information that was shared with priests. The principals were given the same list of things that could be done together and discussed the idea of a system approach in the metro area. Processes and specifics are to be worked out. Some of the work will be done with personnel outside the diocese meaning they will not be on pastoral center staff but will still report to the schools office. This will allow opportunities to continue no matter the diocesan initiatives or priorities.

St. Patrick's School in Perry is working closely with Dr. Deegan to establish and implement a strategic plan. Dr. Deegan is working closely with the principal at St. Patrick's to implement a plan that is looking at financing the school. Dr. Deegan and Dr. Bonday met with community members who have been long time supporters of the school to help determine what support is present at this time in the community for the school. They have also met with the O'Malley Foundation members to discuss their current structure and funding and how that might be revised to help the school at this time. At the end of February there will be a progress meeting that will be shared with Bishop.

St. Albert School in Council Bluffs is also in the midst of strategic planning. An organizational restructuring was completed and shared with the board, administrative team, and strategic planning team at St. Albert. Current administrators were told they can apply for the new administration positions that will be open. The goal is to hire an Executive Director by mid-February and then begin working to fill the other director positions. **Question: Why was there a need to change title?** In visiting with people in Council Bluffs there was a sense that even though plans had been made and studies done in the past, nothing was changing. The new organizational chart signifies a change in the way things will work.

#### IV. **Reports**

A. Superintendent: See Strategic Planning Report above.

B. Director of Teaching and Learning: Denise Mulcahy shared the diocesan calendar by highlighting important dates.

- Start dates will be July 31 Holy Family and August 23 for all other schools.
- Early dismissal dates were added to the metro area calendar each month. These were added in order to allow teachers across buildings the chance to collaborate. An example of this work was shared as Denise Mulcahy talked about the work with the Fine Arts teachers earlier in the day. These teachers were able to meet with colleagues from across the metro area to begin working with the new standards.
- Christmas break will be December 23-January 3 with classes resuming January 6.

As local boards meet, they will be approving their calendars.

C. Board Chair: Clark Smith concluded the meeting with a thank you for Fr. Kautzky who will leave next week to serve in Council Bluffs until he leaves for to become an Air Force Chaplain.

Nicole Proesh made a motion to adjourn the meeting at 5:57 PM. Celia Shedd seconded the motion. The motion carried unanimously.

Next meeting is March 11 from 4:00-6:00. Location TBD.