



ST. THERESA CATHOLIC

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St. Theresa Catholic School Board

August 25, 2022, 5:45 pm
STCS School

1) Welcome and Prayer – Meeting called to order at 5:48 pm. Father Raphael brought us together for tonight and the new school year with prayer.

In attendance: Laura Sarcone, Rebecca Klocke, Vicki Nolan, Tory Tyrrell, Mary Drazi, Amanda Dvorak, Rebecca Klocke, Jen Adams, Meghan McConnville, Fr. Raphael, Gretchen Watznauer, Kenneth Seymour.

2) Approval of [June 15, 2022](#) Meeting Minutes – Motion to amend Meeting Minutes to reflect Frank and Rebecca for the motion on page 2 of the Minutes, and then approval of Meeting Minutes was made by Meghan McConnville; Seconded by Vicki Nolan. All ayes, no nays.

3) Open Forum – None.

4) Administrator Report – Distributed.

- Current Enrollment/Staff Update. Need full time custodial at the school and half time at the Parish. Considering a company, but may be cost prohibitive. People ready to be hired for the FACTS based positions, taking a while to work through the financial process with federal funds.
- Handbook. Looking to form groups to work through the Student Family Handbook, sections like dress code, behavior, etc. The Handbook has a lot of repetition.
- Inviting volunteers and parents back into the building. Would like to increase participation. For those spending more than 3 hours with students, MUST do Virtus training. Kenneth will be the keeper of the list from the Diocese. It is desirable for all volunteers (regardless of time in the building) to complete Virtus training. Probably ok for up to 7 years for parents, but Kenneth will check on list, forms, and school board members updates (as well as others). How do teachers keep track of who has training? Probably Mary Baker in the past, so we will need to update this process this year (eg. Teachers ask parents to send certificate and give them directions for how to find it). Are parents allowed in the classroom any time or day or just for scheduled events or needs? Volunteering for task-specific dates and activities will be encouraged. See Handbook or Mrs. Watznauer for drop in visits to minimize instructional disruption.
- PTC and homeroom parents still need volunteers. See Thursday Folder announcement for this as well as Sunday Parish Hog Roast.
- JMC. Issue with sending multiple emails to a single family; this is being processed/fixed. Check

with Gretchen by mid-September. JMC will start sending Thursday folders, communications. It won't be as pretty as Emily does now.

- Regionalization. See report for recommendations of visioning team. Vicki, Tory, and Laura have been attending. Gretchen will reach out to specific Board Members and PTC members who will assist with the next step of the visioning assignment. If others are interested, please let Mrs. Watznauer know.

5) New Business:

- Brainstorm meeting topics/discussions:
 - WINN; Behavior; interventionists; PBIS; marketing; PTC/Gala; Finance Council (Quarterly); Primary/Intermediate/MS - different months; Taking Action book study (MTSS); Faith Formation; Enrichment; How are we helping the teachers?
 - School Board (Amanda, Lindsay, Meghan, and Jen) may be the ones to step up and offer a parent education series - restorative justice, potentially collaborative with PTC. Maybe Randy Kiehl(sp?) from the Diocese.
- Discussion of the need to communicate in multiple methods and languages. Example: car line drop off in the morning. Fr. is also asking PTC to engage in parent outreach and understanding. Potential for some school and family faith retreat for Advent and Lent. Maybe also some support for teachers through something like Building Strong Brains (build teacher self-regulation in the job to help kids learn self-regulation and self-efficacy).
- What will school photos be like this year? Mrs. Watznauer will check.

School grounds and facilities for sports and clubs

- Kids and organizations within the Diocese of Des Moines are covered by Diocese Insurance.
- If any student or other organization wants to use the facilities, an agreement is needed. Student must be a member of a parish or attend a parochial school
- CFL flag football (St. Theresa/St. Anthony team were told they couldn't use facilities) See above; parishioners of Diocese of Des Moines or attendee of a Diocesan school are covered.
- Kenneth needs to approve, then Tatia (Parish) has to schedule (or Jennifer Jorgensen for the school). Field could be scheduled by either. Fr. Raphael would like school and parish on the same calendar.

6) Old Business:

- Policy and Regulations Handbook Update – Let's look at the visioning work after the committee meets September 27. Perhaps October or November for Series 100 (maybe also Series 200; Jen will check).

7) Adjournment – Motion to adjourn made by Meghan McConnville; seconded by Tory Tyrrell. All ayes, no nays. Meeting ended at 7:15 pm

Future Meeting Dates 5:45-7:00 pm (Jen will send Google calendar invites)

September 20, 2022

October 18, 2022

November 15, 2022

December 20, 2022 (if needed)

January 17, 2023

February 21, 2023

March 21, 2023

April 18, 2023

May 16, 2023

June 20, 2023