

**Lourdes Catholic School  
Faith Formation Board  
Meeting Minutes  
February 10, 2011**

**1) Opening:**

- a) The meeting was called to order by President Tom Quinn at 7:15 p.m.
- b) Board Members in attendance: Father Tim Sheedy, Katie Selden, Tom Quinn, Jim Kersten, Joyce Kloft, Steve Weitz, Kristyn Tjaden, Cassie Ehreke, Marnie Carroll, Mike Wegmann, Jenni Braden, Andy Werling and Colbie Andes
- c) Guests in Attendance: None
- d) Opening Prayer: Father Tim Sheedy

**2) Executive Session:**

- a) Executive Session took place prior to the start of the meeting.

**3) Approval of Agenda:**

- a) Motion to approve made by Mike Wegmann, seconded by Jim Kersten and approved by all.

**4) Open Forum:** None

**5) Approval of Minutes from November Meeting:**

- a) Motion to approve made by Jim Kersten, seconded by Mike Wegmann and approved by all.

**6) Father Tim Report:**

- a) OLOL will host the first Diocesan planning meeting the last Sunday of February. Father Tim, Colbie Andes and George Joseph will represent OLOL.

**7) Administrative Reports:**

- a) Katie Selden - Administrator - See attached report
- b) Joyce Kloft - Religious Education and Youth Group - See attached report
- c) Colbie Andes - Development Director - See attached report

**8) Board Committee Reports**

- a) Buildings and Grounds - Jim Kersten, Mike Wegmann - Considering getting new windows for the school over the summer. A grant is needed.
- b) Finance - Tom Quinn, Jim Kersten, Mike Vonderhaar - No report
- c) Policy and Procedure - Jim Kersten, Marnie Carroll
  - i) Policies 501A and 520A handed out in hard copy for FFB binders.
  - ii) Attended the School Improvement Advisory Committee meeting to introduce the review of policies 540A, B, C and D regarding student discipline.
- d) PR/Marketing - See report from Colbie Andes
- e) Executive - Father Tim, Tom Quinn, Jim Kersten, Marnie Carroll - No report

**9) Special Interest Group Reports:**

- a) Home and School Association - Kathy Rolf - No report
- b) Teacher Representatives - Jenny Braden, Andy Werling -
  - i) First open forum held at the Monday morning staff meeting was very productive.
- c) Scott County Catholic Schools Advisory Board - Katie Selden, Jim Kersten, Steve Weitz - No report

d) Religious Education Parent Group - This will be taken off the FFB agenda going forward due to lack of interest from RE parents.

e) Assumption High School Representatives - Mary Ford and Barb Courville - See attached report.

f) Pastoral Council - No report

g) Boosters - Andy Werling - See attached report.

**10) Old Business:**

a) Strategic Plan for LCS - This document is on the OLOL website.

b) School Improvement Advisory Committee - See Policy and Procedure report

c) Teacher Evaluations - See Mrs. Selden's report

d) Letters of Intent were distributed to teachers and staff last week.

e) Principal Evaluations were distributed and are due back by March 1st to the Rectory Office.

f) We hope to have an Iowa Department of Transportation representative at the March Tri-Council meeting to discuss the proposed I-74 Bridge project and how it may impact the Church and school.

**11) New Business:**

a) Marie Fry AHS Scholarship - Kristyn Tjaden - \$500 scholarship will be offered again this year.

b) SCRIP - Kristyn Tjaden - Visited with Jordan Catholic SCRIP rep. which uses tuition reimbursement. An LCS SCRIP buy-out option was discussed and advocated by the Board.

c) FFB and Administrator critical dates were reviewed.

d) The April FFB meeting has been rescheduled from the 28th to the 20th.

e) The June FFB meeting has been rescheduled from the 16th to the 9th.

f) The time and place of these meetings remain the same.

g) Unused Lunchroom Milk- It is Scott County Health Department policy that all unused food must be disposed.

**12) Review Action Items:** None

**13) Adjournment of Regular Session:**

a) A motion to adjourn was made at 8:15p.m. by Jim Kersten, seconded by Cassie Ehreke and approved by all.

**14) Next Faith Formation Board Meeting:**

a) Thursday, March 24th, 2011 at 6:30 p.m. in the OLOL Rectory Conference Room

Respectfully Submitted,  
Marnie Carroll  
Faith Formation Board Secretary