

# Assumption Parish Board of Education Meeting

## 1 September 2011, 6pm

**Members present:** Chair: Dan Moellenbeck, Vice-chair: Joe Creighton, Sec/Treasurer: Carrie Moats, Susan Steier, Merlyn Wiese, Jerrod Robinson, Fr. Remi Okere

*Ex Officio* members present: Herb Hartman

Others present: Gina Derry, PTO Rep

Absent: Deacon Dan McGuire

- Agenda accepted as submitted
- Minutes from August's meeting approved as submitted.

**Dowling Board of Education Report:** nothing to report

**PTO Report:** Gina Derry

- Will meet the third Thursday of every month
- Good participation in committee sign ups
- Uniform exchange area is organized
- Contacted artist in residence for Catholic Schools Week
- PTO newsletter went out
- Sweatshirt orders will be open to parish
- Funds as of July 31<sup>st</sup> -\$9,548 with \$700 extra

**Open Forum:** None

**Parish Administrator report:** reported by Herb Harman

- RE starts 9/14/2011-high school added for 10<sup>th</sup> grade confirmation

**Principal's Report:**

➤ Spiritual Leader –

8/18 Attended Diocesan Staff Mass at St. Theresa  
8/22 Attended school prayer service to start off school

➤ Educational Leader –

8/09 Interviewed candidates for Student Aide and After School Care Supervisor  
8/10 Attended Diocesan Administrator's meeting in Harlan  
8/11 Interviewed candidates for Student Aide and After School Care Supervisor  
8/16 Attended IEP meeting  
Attended IEP meeting  
8/17 Met with teachers (discussed calendar, schedule, PD, etc.)  
Interviewed candidates for MS teacher position  
8/18 Introduced Ms. Erin Paulsen to rest of staff, signed contract, etc.  
8/24 Led PD – Goal Setting  
8/25 Led PD – Effective Instruction (diocesan planned) \*\*\*\*\*  
8/31 Finalized Amparo to teach Spanish to students

➤ Public Relation Leader –

8/09 Attended Parish Council meeting  
8/18 Held Back to School Night

8/19 Talked with donor re: tuition aide for students  
8/22 Attended Parent Back to School Breakfast  
8/25 Attended PTO meeting  
8/26 Attended BRAG kickoff  
8/29 Gave tour to prospective family for 2012-13  
9/1 Met with Sarah Harbaugh, new WG Elementary Principal

➤ **Managerial Leader –**

8/08 Met with Dcn. Dan re: budget  
Worked on Site Visit preparation  
8/12 Brick shopping for school sign  
8/18 Worked with tech person on teacher laptops \*\*\*\*\*  
8/23 Led teacher work time – cleaned storage area, workroom  
8/29 Talked with SolidSystems Inc. owner

➤ **Upcoming Important Dates –**

9/02 BRAG \$\$ Turn-in Day  
9/05 No School – Labor Day  
9/06 PS and PK Field Trip to Granger Library  
9/07 \$1 Dress Down Day  
9/09 BRAG \$\$ Turn-in Day  
9/15 State Reports Due  
9/16 BRAG \$\$ Turn-in Day  
BRAG Safety Assembly  
9/16 and 9/17 Landscaping in front of school  
9/19 No School – Diocesan PD (CRISS II)  
9/20 BRAG \$\$ Turn-in Day  
9/22 PTO meeting (5:30 pm) in Mr. Stotts' room  
9/23 BRAG 2011 (lunch begins at 11 am)  
9/28-30 Diocesan Administrator's Retreat in Omaha

**Old Business:**

- BOE Schedule Review-move April until Thursday the 12<sup>th</sup>
- State Visit Preparation-Oct. 24<sup>th</sup>
- Marketing Update
  - Melissa Robinson met with Darcie Tallman
- Policy on Use of Technology-move to new

**New Business:**

- Gym Class Uniforms-moving forward with middle school uniforms for Gym.
- Policy Review (501-508)
- SIAC (School Improvement Advisory Committee) Members Approved
  - Herb Hartman- principal, Christie Creighton-parent, Sharon Wiese-parent, Tom Schenk-community member, Connor Erps-student, JoAnne Mauritz-teacher, Mandy Means-teacher.

**Executive Session**

- Approved hiring of Ms. Paulsen

**Meeting Adjourned: 7:30 pm**