



School Board Meeting Minutes

September 27, 2021

Attendance

In attendance:

Fr. Mike

Principal, Jackie Behnke

Chair, Diane Wickersheim

Members: Samantha Gehl and Sarah Vande Hey

Not present:

Brian Van Hoof

I. Opening Prayer

II. Agenda Approved as is

III. August Minutes Approved as Submitted

IV. Old Business

A. Election of Vice-President and Secretary positions.

- a. Sarah Vande Hey was named as Vice-President/Chair and Samantha Gehl was named as Secretary

B. By-Laws & Constitution

- a. Constitution was handed out and reviewed
 - i. Comparison with By-Laws needs to be done to ensure both documents have same information in regards to dates/terms, etc.
 - ii. There is a need to add one more Parish member to the board to have 6 active members
 - iii. Section B – Term of board member was reviewed
- b. By-Laws
 - i. Reviewed parts of current By-Laws, they appear to be dated and do not meet current procedures and standards. Requested document to be reviewed to better reflect current operations and procedures.
 - ii. Diane will request copy of St. Mary's Hilbert By-Laws and Constitution to be used for comparison and reference purposes
- c. Board meetings are open to the public. Can request certain discussions be had in closed session.
 - i. Meeting notices, agendas and minutes will be posted on the school website.

C. Staffing Updates

- a. Office secretary has resigned. Opening is posted.

D. Choice Audit

- a. Audit is clarifying procedures and allowing internal reflection on how best to move forward



- E. Installation of New Technology
 - a. Smart boards are installed; computers will be installed and connected week of 10/4
 - b. Teachers/students are playing with boards and learning best ways to utilize
- V. New Business
 - A. COVID-19
 - a. 2 confirmed cases within classrooms
 - b. 1 classroom in quarantine due to close contact
 - c. No formal plan or road map in place for close contacts or positive cases within the building. Samantha Gehl offered to draft a plan for consideration. Sarah Vande Hey offered to assist.
 - B. Virtual Learning – Tabled until October meeting
 - a. Development/Promotion Plan – Tabled until October meeting
- VI. Closing Prayer
- VII. Group Photo – postponed until full board in attendance

Next Meeting

October 25, 2021 @6P in the church narthex

Meeting dates for 2021-2022 School Year

November 22, 2021

January 24, 2022

February 28, 2022

March 28, 2022

April 25, 2022

May 23, 2022

June 27, 2022

Respectfully submitted by Samantha Gehl