

Diocese of Peoria  
Rock Island Vicariate Catholic Schools  
Board of Trustees Meeting Minutes  
November 9, 2010

St. Pius X Parish, Rock Island  
Farrell Hall  
6 p.m.

Trustees Present: Mr. Stan Banaszek, Dr. Edward Connolly, Mr. Jim Harl, Mr. Steve Kautz, Mr. Jack Kearney, Mr. John Marx, Mr. Mike McNeil, Mr. David Mills, Mr. Tim Murphy, Mr. Robert Noe, Dr. Gerald O’Keeffe, Dr. Sue Rector, Mrs. Jennifer Rowe, Mr. Paul Salabert, Mrs. Debbie Schwiebert, Mr. Anthony Scott, Mr. Thomas Showalter.

Pastors Present: Fr. Tony Ego, Fr. Keith Walder

Principals Present: Mrs. Jane Barrett, Mr. Michael Daly, Mr. Colin Letendre, Mrs. Linda VanderVennet

Absent Excused: Mrs. Cindy Keimig, Msgr. Dale Wellman

**I. OPENING PRAYER:** Mr. Michael Daly

**II. APPROVAL OF MINUTES:**

Corrections to the minutes of the August 10, 2010 meeting were made to reflect the correct amount of Seton School’s budget to show \$2,291,500 and the combined Rock Island Vicariate amount to start the year as \$7,539,173. A motion to approve the minutes as amended was made by Stan Banaszek; second by Tony Scott. All in favor. Motion carried.

**III. COMMITTEE REPORTS:**

III.A. Finance: Mr. Harl, Chair

Jim Harl reported that all Board of Trustee members had been furnished with a copy of the Finance Committee Report. There was a motion to approve the Finance Committee Report by Fr. Tony Ego; second by Debbie Schwiebert. All in favor. Motion carried.

III.B. Buildings and Grounds: Dr. O’Keeffe, Chair

Each member of the Board had been provided with a copy of the Buildings and Grounds Committee report. Dr. O’Keeffe (Jerry) reported that he attended the October meeting of the Finance Committee where information was shared regarding Our Lady of Grace Catholic Academy (OLGCA) including preliminary results of the survey recently conducted there. Jerry reported that Mr. Mills would be speaking about a recommendation regarding OLGCA later in the meeting, and thanked all of those involved with gathering information. Jerry handed out a printed copy of the recommendation to all members present. Mr. Kearney then thanked all participating members for their efforts. Mike McNeil made a motion to accept the Buildings and Grounds Committee Report; second by Jennifer Rowe. All in favor. Motion carried.

### III.C Programs: Mrs. Rowe

Jennifer Rowe reported that the Programs Committee had been looking at school handbooks for problematic language. Mrs. Rowe reported that they had been looking particularly closely at language regarding bullying. The committee is suggesting that there may be language changes necessary to clarify Diocesan involvement. Mr. Kearney made the point that Diocesan policies are referred to in the handbooks. Mrs. Barrett noted that the principals had not been contacted regarding any suggested changes in language. Mrs. Rowe responded that contact with principals had not occurred, and that Mrs. Keimig would be contacting them in the near future. There was a discussion regarding use of the term “policy manual”. Jerry O’Keeffe made a motion to accept the Programs Committee Report; second by Robert Noe. All in favor. Motion carried.

### III.D. Public Relations / Marketing / Development: Mr. Murphy, Chair

Tim Murphy reported that there is good development going on in all areas and that we are all learning from each other. He said tracking mechanisms are now in place to see how we are doing. The current challenge is to determine how to get better at it. The committee is looking at ideas for more ways to raise money effectively. Tony Scott will be working with the Finance Committee due to overlap between the two committees. There was a discussion regarding what a family new to the area would find on the internet regarding the vicariate schools. Mrs. Barrett commented that the principals had discussed that issue at their principals’ meeting that day. They are now looking into developing a joint website linking all vicariate schools. Fr. Ego made a motion to accept the Committee Report; second by David Mills. All in favor. Motion carried.

## IV. PRINCIPALS’ REPORTS:

### IV.A. Alleman High School: Mr. Letendre

Mr. Letendre handed out ceramic stones etched with the words, “Faith, Family, Respect, Excellence” to all Board members. Mr. Letendre spoke about the situation with the PrairieCat library services and their financial woes because of budget problems with the State of Illinois. PrairieCat is offering memberships for \$500/year to continue access to their services. By December 31 Alleman must return signed documents to PrairieCat regarding whether or not they will continue their membership. Mr. Letendre said Alleman would like to continue their membership and that he would make a presentation to the Programs Committee. Mr. Mills asked if there was any reason not to act now. Mr. Letendre said there was no reason not to act now. David Mills made a motion to renew the membership with PrairieCat for one year for \$500; second by Tony Scott. All in favor. Motion carried. There was a motion to accept Alleman’s Principal’s Report by Tom Showalter; second by Mike McNeil. All in favor. Motion carried.

### IV.B. Jordan Catholic School: Mr. Daly

Mike Daly reported that Jordan’s enrollment is 432 as of this date. He said he is grateful for new social studies books for 7<sup>th</sup> and 8<sup>th</sup> graders coming in January. Everything else is in the report provided earlier. A motion was made by Stan Banaszek to approve Jordan’s Principal’s Report; second by Tom Showalter. All in favor. Motion carried.

IV.C. Our Lady of Grace Catholic Academy: Mrs. VanderVennet

Linda VanderVennet reported that there have been 1,153 responses to their survey. None of the respondents chose the Guadalupe site. Approximately 70% of those responding indicated they would be willing to provide financial support to OLGCA. Mr. Noe inquired regarding whether or not the survey results have been sent to the Diocese. Mrs. VanderVennet responded that they have not. She felt it appropriate to share with the Board first, then to proceed. Mr. Kearney observed that there is much passion involved with the survey and feels there is an opportunity for the Pastors to channel that passion. Mrs. VanderVennet also reported that their website is ready as of today. The current website is [www.olgca.org](http://www.olgca.org). Mike McNeil made a motion to approve OLGCA's Principal's Report; second by Jennifer Rowe. All in favor. Motion carried.

IV.D. Seton Catholic School: Mrs. Barrett

Jane Barrett said her report stands as written. Mr. Noe asked if Seton's fall fundraiser had brought in as much as last year. Mrs. Barrett responded that the fall fundraiser was down a little, but that recent wreath sales were higher than last year. There was a motion by Debbie Schwiebert to approve Seton's Principal's Report; second by Tony Scott. All in favor. Motion carried.

**V. NEW BUSINESS**

V.A. OLGCA Site Selection: David Mills

Dr. O'Keeffe reported that David Mills would now provide information regarding the OLGCA site. All Board of Trustee members had been given a copy of the Buildings and Grounds Committee Report on "OLGCA Location Analysis and Recommendations." Mr. Mills stated that Mrs. VanderVennet has done an excellent job of stabilizing enrollment and gaining the confidence of the community. The enrollment at OLGCA is currently 157. OLGCA is in a flat/slow/no growth area where families are struggling financially, therefore an increase in tuition is not feasible, Mr. Mills reported. He further said that there are two options: one is to relocate to the Guadalupe site; the other is to stay and reinvest at their present site. The Buildings and Grounds Committee is in complete and unanimous agreement that OLGCA maintain its present location through June of 2012. Mr. Mills stated that OLGCA has shown stabilization of enrollment, hopefully that will continue. He said that it is their recommendation that parish assessments continue, they feel it is critical and required for the viability of OLGCA. Interim improvements are suggested, but not with any major capital campaigns. Moving to the Guadalupe site would not only cost too much, but could present other issues as well. Dr. O'Keeffe said that approval of this Board is needed to move forward with their recommendation for OLGCA to stay at their present site. Mrs. Rowe asked if they foresee any unexpected expenses by staying at their present site, such as asbestos removal. Mr. McNeil reported that they have looked at the issue of asbestos and that the junior high building may have some asbestos but the other buildings do not. There was discussion regarding the need to move forward with some improvements to show that OLGCA is committed to staying. Mr. Harl suggested that they look at enrollment figures the next couple of years, maintain programs, leave tuition alone and

move on some improvements to let families know there is a commitment to stay. This is a conservative approach. Paul Salabert asked how long the interim improvements would take to accomplish. Mike McNeil responded that progress could be made during the three months of summer break and no students would be displaced. Jim Harl commented that one improvement, an entrance canopy, has already been made and paid for by the Knights of Columbus. Debbie Schwiebert asked if it would be possible to begin improvements next summer. Mike McNeil responded that it would be possible. David Mills made a motion to approve the “OLGCA Location Analysis and Recommendations”; second by Jerry O’Keeffe. All in favor. Motion carried.

V.B. Task Force on Tuition and Parish Financial Support: Jack Kearney

Jack Kearney reported that he has been asked to serve on a Task Force under the direction of the Bishop of the Diocese of Peoria and Brother Dygert to address two items: 1) Adopt a new tuition model and transition to it by 2015. The new model should be flexible and respond to the diversity of family income and need as well as the rising cost of education; 2) The mission of Catholic school education is the responsibility of all parishes and all parishes will be expected to contribute to the financial support of Catholic schools in the Diocese of Peoria.

V.C. Parish Contributions: Jim Harl

Jim Harl spoke of the ongoing effort and need for a consistent policy that governs weekly contributions by each family with students in Catholic schools. There is need for a “Parish Contribution Policy.” Mr. Harl said that it is difficult for parishes, principals and business managers to chase people down to try to gain consistency. The goal is to strive for consistency in amount and in enforcement. There was a discussion regarding consistency throughout all parishes, and affiliated vs. non-affiliated tuition rates. The “Parish Contribution Policy” states that to be eligible for Parish affiliated rates, all families with a child in one of the Rock Island Vicariate Catholic schools are required to contribute a minimum of \$20 per week, for 52 weeks to support the Rock Island Vicariate parish at which they are registered. All parish contributions must be in good standing on December 1 and April 1. If payment is not possible, suitable financial arrangements must be approved by the parish pastor within thirty days. Families failing to follow this policy could have their tuition status transferred to non-affiliated status, resulting in a higher tuition rate. Fr. Walder brought up the idea of families contributing volunteer hours rather than money. Jim Harl said that would be dealt with on the parish level. Jack Kearney stated the pastors would have that flexibility. Bob Noe suggested that pastors can add “service” as a method of contribution or commitment. A motion was made by Jim Harl to approve the “Parish Contribution Policy” as written; second by Tim Murphy. All in favor. Motion carried.

V.D. Nominating Committee: Jack Kearney

In this, our first full year as a Board of Trustees, some members were arbitrarily assigned to one year terms. Jack Kearney reported that there is an opportunity for new blood as well as an opportunity for those who wish to stay on the Board to extend their legacy into a second consecutive term. A Nominating Committee will be formed from the Executive Committee. Mr. Kearney said individuals can let the Executive Committee know of

potential candidates. Anyone wishing to extend into a second term should also let him know.

The next meeting of the Board of Trustees of the Rock Island Vicariate is scheduled For Tuesday, February 8 at 6:00 p.m. at Seton Catholic School, Moline.

**VI. CLOSING PRAYER:** Fr. Ego

Respectfully submitted

Kathleen C. Sommers  
Recording Secretary