

St. John Catholic School – Advisory Board Meeting February 25, 2020 7:30PM



**Call to Order-members present: E. Burke, L. Radebaugh,
C. Miller, M. Wetzel, E. Enterkin, S. Myers, Deacon Dan, M. Young, Fr. John, E.
Thrash**

Meeting opened at 7:34 PM

Opening Prayer

January minutes were approved

January Minutes:

Finance (Steve Meyer)

- Deacon Dan and Steve to get together later to talk about questions.
- Tuition receivables get from FACS system based on how parents set-up
- Book income monthly offset with deferred income account
- See Mr. Meyer's Report

Planning (M. Young)

- Met with Father John, Deacon Dan, and Lexi to finalize Strategic Plan.
- Strategic Plan Executive Summary is complete.
- Next step for Strategic Plan, make it available on-line as a pdf and in new family packets.
- Moving forward, monthly strategic plan tracking session.
- Review in extended sessions once a summer.

Development/PR (E. Thrash)

- See Elizabeth's report.
- Software figures: Current gross \$126,790 (includes outstanding\$21,000) and guests 170;
Last year \$113,000 guests 208.
- Core group: Gala debriefing March 3rd to review the Gala format (concentrate on sponsors & donors) and plan for next year's gala
- \$24,800 P66 matching funds: general & some specified
- Playground project --- see Facilities

Policy (M. Young)

- Diocese looking at handbooks, especially teacher/employee to make uniform across the diocese.
- Looking for someone in parish that might be interested in policy to take this position
- A committee to review:
 - Dress code
 - Parent/student handbook.
 - Homework policy
 - Discipline policy
 - PALS hours policy

Membership (M. Wetzel)

- SAC will have 2 openings: President and Membership (Ed's & Mary's positions end in July).
- Self-applications are available online.
- Invite people to like Facebook page from personal Facebook pages.

- Cassie Rebeor to help with Instagram Connection.
- Instagram and Facebook connections have considerations, such as money source and business manager
- See Mrs. Wetzel's report.

Facilities (J. Elmer)

- Racks installed in the storage room.
- Wood Fiber: still waiting on order.
- Dual slides module installed on the playground. This was decided because there was no room to attach to existing equipment with safe fall zones and budget concerns.

Home and School Association Report (E. Enterkin):

- HSA meeting scheduled March 9 at El Maguey Mexican Grill.
- HSA closet has been gone through by someone
 - Install locks or put signs to deter people from getting into it?
- Heather Malcom recruiting parents for fish fry.
- Approach parents with science fair mentoring. Interest expressed primarily by dads that work with ConocoPhillips.
- HSA would like open house information with schedule/event description. HSA to purchase 3 Kids and a Cake cookies with their funds for the open house.

Principal's Report (L. Radebaugh)

- CSW door decorating contest was won by kdg and 4th grade.
- Inservice held at Bishop Kelly Friday, Feb. 14th. Involved Theology of the Body. Will order 7th & 8th grade books, which are not consumable.
- ITBS testing window closes Friday, February 28th.
- Mrs. Radebaugh and Mrs. Miller attended LEI retreat in Scottsdale, Arizona Feb. 16-18 for follow-up training. Both will attend some upcoming Spanish masses.
- March 2nd Read Across America and STEM activities between grade levels
- March 4th Extended faculty meeting/professional development on Love & Logic
- March 5th Great American Conference
- March 6th End of 3rd quarter.
- Spelling bee and science fair held.
- March 1st enrollment opens for existing students.
- March 6th open enrollment.
- Parent-teacher conferences and spring break coming in March.
- Staff survey results will be reviewed in April during the staff meeting
- Parent surveys are being developed.
- Discussed idea of 5th grade parent night with middle school teachers at the beginning of the school year.
- March 26th Open House: parents & students can meet w/ next years teachers. Advertise: radio, Arvest Friday Forum, fliers w/ incentives, billboards

Pastor's Report (Fr. O'Neill)

- Bishop Kelly relationship: 4 year commitment
- Parish news:
 - School news, student oriented
 - Next month: other parishioners
- Gala Follow-up
- Teacher salary increase

- Reform Leader Summit: nominated Cristel, she just needs to complete paperwork
- STEAM Notre Dame professional development - team maybe next year?
- Parish: Disciple Maker Index is a known tool to help parishes enliven faith & commitment to live faith. This will help develop a strategic plan for the parish.
- Java with Fr. John: communication is great. Items discussed: 8th grade retreat, trip, & graduation
- Possible Back to School Night changes
- Mentoring idea: middle school to 5th grade?

New Business:

Action Items:

- Prepare for open house

Meeting closed 9:05 PM

Next Board Meeting: Tuesday, March 24th at 7:00 p.m.