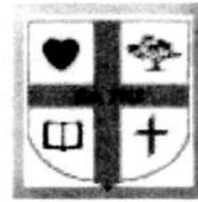


St. John Catholic School – Advisory Board Meeting
July 23, 2019 7:00PM

**Call to Order-members present: Fr. John, Dcn. Dan, E. Burke, L. Radebaugh,
J. Elmer, M. Wetzel, E Thrash**



Meeting opened at 7:02 PM

Opening Prayer

June minutes were approved

July Minutes:

Finance (Open)

- See Dan's report.
- We need the Strategic Plan to complete the budget. We can create a preliminary budget by mid-August which can be updated over the next 2-3 months.
- Current budget still requires withdrawals from the endowment (from earnings-not base amount). If we had 40 more students paying \$3K each, that would bring in another \$120K/yr without adding expenses. GO and other sources can get us even.

Planning (M. Young)

- Mike continues work on the Strategic Plan. Working to get it finalized to add the funding requirements the Plan will require into the budget. We are focusing on STEAM, upgrading after school programs, adding teacher aides to all elementary grades and supporting a MS band (would need a PT teacher, location).

Development/PR (E. Thrash)

- Read Elizabeth's report.
- Elizabeth is working on materials to help promoting the SAC at BTS night-who we are, what we do.
- BTS Night will have info tables for all organizations.
- Visited with the Development Director at All Saints. Got lots of good info.
- Meeting with WCS to discuss potential co-curricular activities such as robotics and sports.
- Lots of PR. Fr. John and Lexie were on the radio in Community Connections. We may add radio spots with testimonials.
- We are planning a community-wide Dyslexia awareness event with Miss Oklahoma.

Policy (M. Young)

- Handbook has been updated.

Membership (M. Wetzel)

- Mary wanted to verify that all current officers will stay in their positions for the next term. All will.
- The Finance position is still open. We will add it to the BTS agenda and update the position's announcement in the bulletin and keep running it. Mary will send an e-mail to Fr. John and Stacey to add a pulpit announcement just before school starts.
- Mary will help with the Auction website.

Home and School Association Report (E. Enterkin):

- Blythe Zielinski is our new treasurer. She is also working on Spirit wear shirts. We are still looking for a Secretary but have a lead.
- 8/2 BTS Pool Party at Frontier Pool.
- The uniform closet has been reorganized and items are ready for sale. Proceeds will help purchase requested items from the teachers.
- We will hold a Scavenger Hunt during BTS night. Students who complete it (includes volunteer signups for parents) will earn a free dress pass.

Facilities (J. Elmer)

- Fred is almost finished with floors.
- Playground faucet will be mounted to the concrete stairs rather than the bricks-better anchoring.
- Safety window film is applied. They are applying adhesive to finish. Deacon Dan and Jerry will monitor electric bills to see if the tint reduces cooling costs. We may add the film to the upper floor windows next year. The film also adds a level of safety during storms.

Principal's Report (L. Radebaugh)

- Preparing for the new year. 114 enrolled now with interested families still visiting. Hope to reach 120.
- We are fully staffed. We are monitoring to see if we need another part-time Pre-K/4 aide.
- We rearranged the office to add some privacy for conferences.
- We moved the Mission Statement to the foyer and added smaller versions in both English and Spanish. We purchased 2 small statues of Mary including Our Lady of Guadalupe.
- We have additional class graduation photo frames built to display the most recent classes.
- The new Superintendent will visit on Thursday.
- The updated Handbooks are ready to be given to families.
- We are looking at K-5 Science kits. Cost is \$20K but they are good for several years.
- We have 3 teachers in Grades 3-8 who are trained in the Writing Program. We will eventually train teachers to cover Kindergarten.
- We have 7 students in Music (using ukuleles).
- WACHA (homeschool association) wants to rent the gym for their basketball games (good fundraiser).
- We are emphasizing STEAM. For Arts, we will add a MS class covering interior design. We want our early childhood parents understand the importance of the Arts in education.
- The Certification audit is scheduled for September. We are almost ready.
- We are working with the mentoring group from the Latino Institute to reach out to our Hispanic families.

Pastor's Report (Fr. O'Neill)

- Our biggest effort is to add students. We have everything we need-just need more kids in the seats.
- 13 of our 5th Graders (usually a big drop-off year) are returning. This shows our efforts to improve retention are working.

New Business

Review of Action Items:

Mary will send an e-mail to Fr. John and Stacey to add a pulpit announcement for the Finance Chair position.

Closing Prayer

Meeting closed 8:08 PM

Next Board Meeting: 08/27/2019