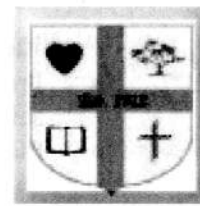


St. John Catholic School – Advisory Board Meeting
August 27, 2019 7:00PM



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

Meeting opened at 7:01 PM

Opening Prayer

July minutes were approved

August Minutes:

Finance (Open)

- See Dan's report.
- We have a draft budget in place. Implementing the Strategic Plan will help with enrollment.
- Scholarship income is up, the Parish subsidy is being maintained. Thanks to Lexie and Meghan updating FACs, we have seen an increase in cash flow which helps delay Endowment withdrawals. Contact Dan if there are any questions.

Planning (M. Young)

- The Strategic Plan is coming together. We are gathering good info and examples from other schools. There are some gaps in the Plan, but targets can be shifted around as long as the Plan moves forward.
- Mike will touch base with everyone over the next several weeks. The Superintendent and Auditors will want to see a draft-it can be a work in progress-not the final product.

Development/PR (E. Thrash)

- Read Elizabeth's report.
- 09/21 Dyslexia Awareness event with Miss Oklahoma. Info going to all schools and counselors.
- We are forming a Robotics partnership with WCS.
- We have posted the school's Mission Statement in Spanish. Our marketing materials are now bilingual.
- We are working on several grants. We need the Budget finalized.
- Window film on the 1st floor is complete. Measured 2nd floor windows.
- Spent \$400 for a banner at Custer Field. Will be seen at football, track and other events.
- Bartlesville's Got Talent-Fr. John is entered. Fundraiser-buy votes!
- Discussed IT needs with Chris Jones and Cristel Miller. We are looking at using Google Suite to eventually retire our servers. Teachers are migrating to using Google for their work. Our e-mail and domain addresses will not change.

Policy (M. Young)

- Handbook will be standardized in the Diocese with each school adding an addendum.

Membership (M. Wetzel)

- Steve Meyer has applied for the Financial Chair. Thanks to Lexie and Deacon Dan for recruiting him. As soon as he turns in his application, we will vote.
- Monitoring Alumni contacts. Updating FB postings with Elizabeth-adding memories & references.
- Virtus training requires renewal every 5 years. Lexie can reactivate. Updating is easy on their website.

Home and School Association Report (E. Enterkin):

- Blythe Zielinski is our new treasurer.
- BTS was well attended. Used uniform sales were slow but hopefully parents now know about us and will shop us first in the future.
- 1st HSA meeting was very well attended. Lots of good discussion.
- Jessie Bulleigh and Darbi Alstrom are the social chairs this year. Planning a Bingo night on 9/13.
- Fall fundraiser kickoff is on 9/4. Money raised will be spent on the new school LED sign.

Facilities (J. Elmer)

- Fred is replacing the playground mulch under the swings-old mulch is deteriorated. We need to check safety requirements and fall zones-may need to replace mulch with rubber padding.
- Playground faucet waiting to be done.

Principal's Report (L. Radebaugh)

- Smooth start to the year. 116 enrolled. Seeing continued interest and inquiries.
- Principal meeting last week. The St. Francis scholarship is holding a coin drive through September. At least 80% of donations must be in coins to be matched at the sponsoring bank. We received \$26K from St. Francis last year.
- Morning Circle has had songs added. More personalized.
- Preconference meetings are being set up with the Faculty. We are building relationships to help ID strengths and weaknesses. We will add training as needed.
- The 1st, 2nd and 3rd Grade teachers will attend 5 days of training to emphasize Reading.
- 9/26 Accreditation visit. We are almost ready.
- Latino outreach-we must work through some cultural obstacles. Working with our Mentors at the Latin Institute. We are adding Madrinass as our contacts with the Latino community. Adding activities.
- We will add a video monitor in the Entry area to display school news and upcoming events.
- We have an Eagle painting done by Rita Gail Burleson displayed in the hall.
- Bishop Kelley is talking to parents about coming to BK. 8th Graders will be visiting BK soon.
- Faculty and staff have new ID badges. Journalism students have been issued "Press" badges.

Pastor's Report (Fr. O'Neill)

- We have hired full time Youth and CRE Directors who will work for both parishes. They will coordinate their work with MS students (both CRE and SJCS) and set up monthly activities including Youth Masses with dinner following. Trying to reach out to students and build relationships.
- Zoltan's visa is up and he will be leaving soon. We are searching for a new Music Director. His house will be converted to storage.
- We are looking at purchasing 3 LED signs, 1 on Adams, 1 in front of the Church and 1 in front of the school. We must work on easements and zoning. We have donors willing to help pay for them. We are working on designs with Keleher.
- The Parish Envisioning Team is working on a Strategic Plan for the Church. Church and School Plans should sync with each other.

New Business**Review of Action Items:****Closing Prayer**

Meeting closed 8:21 PM

Next Board Meeting: 09/24/2019