

**St. Patrick School Board Meeting  
February 19, 2019**

Attendance: Lisa Bartlett, Heather Boyd, Jen Davlin, Jeff Fedewa, Annalise Laumeyer, Shayla Schneider, Melissa Schrauben, Sue VanLente, Leslie Weller, Nancy Wohlscheid, Randy Hodge

**I. Mass**

**II. Final Approval of Prior Meeting Minutes**

Sue motioned to approve the December board meeting minutes, Lisa seconded the motion and the motion passed.

**III. New Business**

A. Budget - Heather and Jeff have been working with Finance Council. There will be an increase in tuition. Teacher salaries will increase by 2%, a full-time elementary principal will be added as well as one part-time maintenance staff and one part-time custodial staff. The elementary school principal will be responsible for pre-school through 8<sup>th</sup> grade and will also be responsible for advancement and development of those grades. The high school principal will be responsible for grades 9-12 and be responsible for advancement and development for grades 9 –12. The Shamrock Promise will continue through the 2019-20 school year and be re-evaluated in 2020-21 by looking at other high schools. Father Mike would like to see a new model of tuition where the elementary (pre-K through 8) will receive 35% of weekly offertory and the high school will receive \$1,350 per parishioner student. A budget (drafted on 2/14/19) will be proposed to the Finance Council. School board members voted unanimously to approve the budget.

B. Uniform Policy - The uniform discussion included lessening the outerwear options. Students will have a choice of SP outerwear, sweater pullover or vest pullover. A recommended list of vendors for uniform pants, jumpers, skirts, shorts and shirts will be drafted. Lisa and Shayla will draft changes and send the changes to the school board members so a vote can be taken at the next meeting. A PowerPoint presentation will be made to send to parents through an e-mail blast, Facebook post and a post on the website.

**IV. Subcommittee Discussion**

A. Policy & Strategic Planning Committee (Lisa and Shayla)

Uniform policy was discussed, see III.B above. A strategic plan is needed for

school accreditation. We have a strategic plan but is it still a relevant document? Mr. Hodge stated the committee could make a list of five or six priorities and update the strategic plan. Mr. Hodge will talk to Father Mike and get an answer from him.

B. Mission Effectiveness Committee (Jen and Brandi)

Mission Effectiveness is planning an April big rock/little rock activity for Lent. By the start of the school year, there will be a new display in school highlighting graduates who are serving in religious life.

C. Marketing & Communications Committee (Sue and Leslie)

The early education open house will be held on Thursday, February 21<sup>st</sup>. The two-hour all school open house will be held on Sunday, March 24<sup>th</sup> following 11:30 a.m. mass. The elementary and high school staff, along with high school volunteers, will be working at the open house. Teachers will ask school families to answer questions based on their personal experiences and perspectives. The open house will be advertised in surrounding church bulletins, Facebook, and Father Mike will announce it at Mass. There will be a raffle for free registrations for a new school family. Leslie said the spring Johnny Mac's orders will be placed March 1<sup>st</sup> – 15<sup>th</sup> with orders back by spring break.

D. Development Admissions & Enrollment Committee (Melissa and Michael)

The Shamrock Scholarship letter will be mailed to the whole parish mid to end of March. Regarding a Director of Development, Father Mike is looking to the principals to handle Development. Cortney Smith and Mr. Hodge are currently taking a development class.

E. Finance, Building & Grounds Committee (Heather and Jeff)

Jeff returned from the Finance Council meeting. They agreed to the 4% tuition increase for 2019-20. The Shamrock Promise will exist one more year. The ultimate goal is to make the school self-sufficient. There will be extensive planning, organizing, and communication for a 2020-21 budget. Buildings & Grounds is partnering with the Finance Council to create a three- to five-year plan and track capital projects. Focus will be on the crucial projects.

F. Executive Committee (Annalise)

Committee met last Monday and discussed tuition, uniforms and new membership on the school board. The school board has three open positions;

the entire policy committee will be new. Annalise will resend the staff culture survey results to board members for an e-mail discussion.

#### **V. Principal's Report (Mr. Hodge)**

Mr. Hodge provided the school board members with a report. He reported on new staff hires and said the school is almost completely staffed.

#### **VI. Review of Tasks and Assignments (Nancy)**

- \* Lisa and Shayla will draft changes to the uniform policy and send changes so a vote can be taken at the next school board meeting.
- \* Mr. Hodge will meet with Father Mike to get more direction about the strategic plan.
- \* Annalise will re-send the staff culture surveys for discussion through e-mail.
- \* Randy and Annalise will call parishioners to see if there is interest in serving on the school board.

#### **VII. Closing**

Jen said the closing prayer. Meeting adjourned at 8:40 pm.

Next Meetings: April 23, May 21, 2019. Diocesan school summit: May 1

Minutes submitted by Nancy Wohlscheid