

**St. Patrick School Board Meeting
December 12, 2023**

“We Pray! We Learn! We Achieve!”

Present: Cheryl Baker, Jeff Fedewa, Dana Hengesbach, Brenda Lenneman, Erin Pung-Caszatt, Connie Vallier, Nancy Wohlscheid, Mrs. Smith, Mr. Hodge

I. Opening Prayer (Cheryl)

II. Parent Comment (Mrs. Melinda Fandel)

Mrs. Melinda Fandel addressed the school board regarding the physical education teacher with the hope of establishing positive change. Mrs. Fandel described this semester’s physical education environment as negative and toxic. Mrs. Fandel also spoke about the high anxiety of elementary students who are scared to attend physical education classes. Another parent, Mr. Mike Bozung, also spoke about students’ daily fear of teacher retaliation. Also mentioned was the inappropriateness of other faculty involvement. Mrs. Fandel asked for a response to the following three questions: 1) will the teacher remain in any capacity in the future, 2) how will issues be addressed moving forward, and 3) how are staff held responsible with class management and ensuring other school staff are not handling issues outside of their job duties. School Board Chairperson, Connie Vallier, will provide a written response to Mrs. Fandel’s questions.

III. Approval of Prior Meeting Minutes

Jeff motioned to approve the October 2023 school board notes; Dana seconded the motion and the motion passed.

IV. New Business

Two job postings closed last Friday however the Special Education deadline was extended one week.

V. Principals’ Report

Mr. Hodge reported over fifty students attended the Michigan March for Life. A Book of Remembrance commemorating All Souls Day is displayed outside the school office; this is a senior Capstone Project. The latest blood drive collected 33 pints, just missing the goal of 34 pints. Students participated in Toys for Tots and K-2 won the collection contest which earned them an out-of-dress code day. Students also collected food and had a successful food drive. There will be a talent contest during Catholic Schools Week, held on February 2 and auditions will be conducted ahead of time. Fall retreats consisted of high school boys participating in a bike ride to Ionia with a speaker along the way. High school girls attended a retreat at the Dewitt Retreat Center. NET retreat was attended by freshmen and sophomores. The Campus

Ministry Team has held two Advent wreath lighting ceremonies. Veterans' Day was well attended by veterans. Regarding the fall sports season, the football team lost in regionals and ended the season 10-2. Lainey Meredith and Isaac Fox-Elster competed in the cross country state finals. The volleyball team had a good season. Winter sports of bowling and basketball have begun. Girls' bowling is having a difficult time finding other teams to compete. Regarding the next school open house, teachers will save each student's best work and place it on display. The open house will be held before spring break. High school and middle school exams will be held on Friday, December 15 and end on Wednesday, December 20 which will be the last day of the semester. Christmas break will be December 21 through January 2 and school will resume on

January 3, 2024. Seminarians will visit the school on January 10. Mr. Hodge will be ordained to the Diaconate on January 13. School will be closed on January 15 to observe the Martin Luther King, Jr. Holiday. The senior trip will take place at Boyne over Super Bowl weekend. Regarding Development, the first Mega Raffle winners were announced during Fall Fest. The Mega Raffle has grossed \$44,000 more in sales this year.

Mrs. Smith reported a new student was enrolled in seventh grade and a second grader was unenrolled. An interview is pending for a special education aide. No applications have been received for the special education teacher vacancy. The physical education teacher position has been posted by Portland Public Schools and will close December 15. Mrs. Smith and Mr. Hodge will be included in the interviews. First semester professional development, *The Mysteries of the Eucharist*, has concluded. On November 3, teachers will participate in professional development at the Office of Catholic Schools. Daycare has a long waiting list especially for infants and toddlers. Preschool is doing well. MAPS result show there is work to be done in math for K-5. The students are achieving however the goal is for more growth. Math and reading need to be aligned for next Fall. Camp Henry was a great success on October 6 and 7. and 7. Next year, sixth and ninth graders will attend. Sarah Grey, Assistant Superintendent of Catholic Schools, will visit on November 29 to see what has changed in the last two to three years. Big rocks and little rocks have been attending Advent wreath lighting ceremonies. The Christmas Program takes place tomorrow.

VI. Subcommittees

A) Policy and Strategic Planning (Brenda)

Brenda has created a Safety First document displaying a point-of-contact progression report which is an order of operations. The Student Handbook will eliminate some wording regarding skinny jeans. The toy policy will read, "Do not bring toys." The committee is working on the hair policy and checking with other schools. There will be general language guidelines in representing our school, outside of school at school events. Review of the Strategic Plan looked at the Diocesan Strategic Plan which is post-covid. Our plan is pre-covid. The committee discussed goals, actions and tactics. Brenda will reach out and ask each committee to review goals and tactics and what needs to be edited in actions.

B) Mission Effectiveness

Christine Wilcox has joined the board representing Mission Effectiveness and will work closely with Nikki Brown. Christine is out of town and cannot attend tonight's meeting.

C) Marketing and Communication (Ashley and Dana)

Dana reported the committee did not meet due to Ashley having her baby. Dana is working on a social media post highlighting top ten reasons to attend St. Patrick. Mr. Hodge will provide Dana with the teachers' top ten reasons. The committee is looking into yard signs. Ashley would like to meet with Sarah Grey regarding branding templates. Next meetings are March 26 and April 30.

D) Advancement and Development (Mr. Hodge, Erin and Krysten)

See Principals' Report above. Also, The Shamrock Legacy is being printed.

E) Finance Committee (Jeff and Cheryl)

Cheryl reviewed the October budget vs. actual budget. Daycare enrollment is up due to infant enrollment. Preschool enrollment is up three students. Elementary enrollment is up seven students over what was budgeted. High school enrollment is down one student but tracking on budget. The 2024-25 draft budget with tuition numbers will be available at the February meeting. Some big items are already in place: increased expenses for salaries, scholarships, two special education positions, PTO, and senior trip. Jeff and Cheryl will send school board members a preliminary budget.

F) Executive Committee (Connie, Jeff and Nancy)

Connie has a running list of names for potential school board members. We will welcome Christine Wilcox at the next school board meeting. Executive committee reviewed the principals report. The committee reviewed the rules for addressing the school board. Connie will begin the process of reviewing the school board bylaws. Diocesan Summit is November 8.

VII. Review of Tasks and Assignments (Nancy)

- 1) Connie will write a response to Mrs. Fandel.
- 2) Brenda will ask each committee to review goals and tactics and what needs to be edited in actions.
- 3) Mr. Hodge will share with Dana the teachers' top ten reasons to send students to St. Patrick.
- 4) Cheryl and Jeff will send the preliminary school board budget to school board members.
- 5) Connie will begin reviewing school board bylaws.
- 6) Mr. Hodge will reach out to former subs to see if they are interested in helping with the sub shortage.

VIII. Executive Session (School Board)

Closing Prayer (Dana)
Adjournment at 8:49 pm

Next school board meeting: Tuesday, February 13, 2024.
Notes provided by Nancy Wohlscheid

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