

St. Patrick School Board Meeting
February 13, 2023
“We Pray! We Learn! We Achieve!”

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

I. Opening Prayer (Erin)

II. Approval of Prior Meeting Minutes

Cheryl motioned to approve the December 2023 school board notes; Dana seconded the motion and the motion passed.

III. New Business

A) Homeschool Students

Discussion regarding whether or not to allow parish homeschool students to participate in school sports. The Michigan High School Athletic Association allows youngest participation at the sixth-grade level. Sacred Heart Academy in Grand Rapids has approximately 40 students who are home-schooled and participate in school sports. Discussion centered on the possibility of piloting a program for middle school. All school board members agreed that a decision of “yes” or “no” is acceptable. Many different scenarios were reviewed. Jeff pointed out there must be an administrative fee and we must be iron clad with standards and expectations. Mr. Hodge will investigate other school policies, especially Sacred Heart Academy and Lansing Catholic. Connie and Brenda will bring more information at the next meeting.

B) School Board Bylaws

Dave Fabor has approved the diocesan school board bylaws from 2012 because they are so well written. Our bylaws are very similar and some of our committees have been combined. School board members will contact Connie if something appears to be missing or if there are any questions.

C) Deacon

Congratulations to Deacon Randy on his ordination.

IV. Principals Report

Mrs. Smith reported a new high school student has been enrolled in the junior class. A current freshman has taken a tour. One preschool student moved out of town and other preschool students

have increased their time. Regarding the physical education and music positions, there are two viable candidates, however Portland Public Schools are asking candidates to get certain endorsements. The physical education position is uniquely made, and the candidate has a partial Master's degree but it is not enough. There could be a high cost involved and become time demanding. We will wait patiently. The current music substitute teacher is a vocal music major but has no certification. Regarding professional development, teachers are continuing the *Mystery of the Eucharist in the Life of the Church* every week. March 1 will be a professional development day with Tier Two Intervention Effectiveness in the morning and a staff outing in the afternoon. The teacher assistant position in third grade has been filled. Due to more volunteers, teachers are down to two recess duties per month. Mrs. Smith reported there is a large waiting list for the infant/toddler daycare. The preschool and daycare will be in the open house showcase. Curriculum review is in progress. The diocese is partnering with All Along for special education resources. Mrs. Smith reminded everyone we do not have an Intermediate School District (ISD) representative for special education because the position at ISD remains unfilled. The school received a \$10,000 donation in memory of Theresa Meyers Lancaster from Colin Lancaster, her son. Mr. Lancaster is the author of *FED UP!* Mrs. Smith wrote a proposal for an annual gift related to literacy needs. This annual gift, if approved, will be from Colin Lancaster. MANS (Michigan Association of Non-public Schools) Public Policy Day will take place on March 19 at Heritage Hall in downtown Lansing. The Grand Rapids Diocese has changed an algorithm which will result in more families receiving scholarships.

Mr. Hodge reported the school talent show during Catholic Schools Week was a success. There were no snow days this year during CSW. Father Mike will offer grades 5-12 an opportunity to attend the sacrament of reconciliation during the Lenten season. The winter sports season is two-thirds complete. The latest Mega Raffle winner of \$5,000 was Linda Huhn. St. Patrick School was a \$500 winner from a generous donor who donated a ticket to the school. The next drawing will take place at the Shamrock Auction on April 19. *Shamrock Legacy* is in production. The educational showcase (school open house) will showcase all students' work and there will be choir performances. Mr. Hodge reported A&D total donations have increased.

V. Subcommittees

A) Policy and Strategic Planning (Brenda)

Brenda thanked everyone who reviewed bi-annual information. The document is updated and 100% graduation has been added. Mr. Hodge still reserves the right to make students cut their hair. Brenda will compile all language changes and will review the policy/handbook language at the next meeting for a vote in May.

B) Mission Effectiveness (Christine)

During Catholic Schools Week there was an assembly on how to serve others, and students participated in Adoration. The high school participated in a retreat on February 9. The Campus Ministry Team held an assembly for high school students on February 12 and invited them to join a fasting challenge and community building. On March 15 the Campus

Ministry Team will lead a retreat for St. Patrick middle school students as well as students from St. Charles and St. Joe.

C) Marketing and Communication (Ashley and Dana)

Marley is working on templates for social media and emails. Dana reported the Top Ten Reasons article is ready. Mrs. Smith and Marley worked on the educational showcase flyer. Videos and pictures can be sent to events@portlandstpats.com. Marketing would like to encourage yearbook staff to share videos and pictures as well. Dana will send the Top Ten Reasons to Janet so she can do an email blast.

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

See Principals Report above.

E) Finance Committee (Jeff and Cheryl)

Daycare enrollment has increased by eight students. Everything is on track for the budget. Need approval on preliminary budget including tuition rates. Childcare and preschool must be self-sufficient. Budget recommendations were reviewed. A line item for PTO will be added. Brenda motioned to approve the preliminary budget; Erin seconded the motion and the motion carried. Jeff, Cheryl, Mrs. Smith and Mr. Hodge will meet to finalize salary adjustments. Finance will need a second committee member next school year; Jeff has reached term limits.

F) Executive Committee (Connie, Jeff and Nancy)

Finance position will have to be filled. Jeff will stay on the subcommittee. The school board still needs one more person to serve on the policy and strategic planning committee and Connie is in touch with a potential candidate. Regarding the last school board meeting, Connie followed up with the parents who expressed concerns with the physical education classes and the parents were satisfied.

VI. Review of Tasks and Assignments (Brenda)

- 1) Brenda will compile language changes.
- 2) Dana will send Top Ten Reasons to Janet.
- 3) Jeff, Cheryl, Mrs. Smith and Mr. Hodge will meet to finalize salary adjustments.
- 4) Mr. Hodge will investigate other schools' policies regarding sports participation.
- 5) Connie will check on a potential board member for policy and strategic planning.

Adjournment at 8:30 pm with closing prayer from Dana

Next meeting: Tuesday, April 8, 2024.

Notes provided by Nancy Wohlscheid

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