

**St. Catherine of Siena Board of Catholic Education**  
**Minutes for Meeting of 11/23/2021**

Opening Prayer: Sarah Weinel

Roll Call: Present: Mike Jacks, Judy Newberry, Becky Schill, Kip Perkins, Juliane Brown, Raymond Schlosser, Sarah Weinel, Jenny Tallarigo, Sarah Dinkelacker

Absent: Father Stef

Excused:

**Principal's Report (Mike Jacks)**

Mike's top three goals for the year are increasing enrollment, teacher effectiveness, and academic rigor.

Mike has two big ideas to increase enrollment – capitalize on the intervention teacher's (Sarah Ashmore) efforts and use social media to our advantage. Our intervention teacher's efforts sometimes go unnoticed. We want to capitalize on her efforts and make it so that all students are welcome - no matter what level. We should be looking for ways to capitalize on our services for those struggling in academic areas, social, emotional, and other learning hurdles. Can we offer opportunities that we currently don't offer for special needs? Look for reasons why it's not done here. Maybe there is a reason we shouldn't offer these services, but we can look into it and highlight what opportunities might look like. We might be able to help children who are struggling and looking for a smaller learning environment. Intervention is important to the community. It's tough to find a smaller private school with the necessary resources. We have personnel and small size to focus more one-on-one time and individualized help.

Sarah offers classes to students who need more enrichment/additional challenge one or two afternoons a week. Philosophically, teachers with the right tools can do this as well in the classroom. It is Mike's experience that this is possible. If we want to meet all needs, he might consider moving Sarah more to those who need extra help full-time and less on the gifted side, but he wouldn't abandon kids who benefit from being challenged.

We could really use social media to our advantage. If used well, Twitter, for example, like what NCC and Blessed Sacrament are using, celebrates what they're doing well. We do a lot of great things well and Mike would like to open a Twitter page for the staff and teachers, offer instruction on how to use it, and start posting about their classrooms' happenings.

Down the road, Mike hopes to look at STEM, STEAM, STREAM as well as 5<sup>th</sup>-8<sup>th</sup> grade electives program options.

Mike's second goal is teacher effectiveness. The faculty have received training based on the works of John Hattie. Hattie conducted a meta-analysis studying the top influences that could impact children's learning. He did a lot of surveys and observations. There are 256 learning influences (both negative and positive). The gauge to measure is the Hattie turning point (0.4). All influences at .4 or higher are positive influences and those less than .4 are negatively influencing learning.

The faculty is currently focusing on the top 10 influences and how we are performing on these influences. The main focus this year is on the highest scoring influence, which is teacher clarity (a 1.56 on the scale). Do the students know what we want them to learn and how we're going to judge that the students are understanding? Students from Kindergarten and on are going to know if they have mastered what they're learning. Teachers can be very clear and students can understand. Using learning targets to develop success criteria help our students to be successful.

For Mike's 3<sup>rd</sup> goal (academic rigor), Mike plans to tighten up the master schedule and make sure every possible minute can be used for instructional time. Master schedules can greatly impact instructional time, e.g. how we distribute breakfast bags. We're going to start handing them out at lunch vs. starting school, going to the cafeteria, and eating breakfast - it's creating a lack of instructional time. Also, junior high can eat in about 4.5 minutes, but we give them 25 minutes. Kindergarten needs more time. Does every grade need the same amount of time for lunch? Also, in his 18 years of experience with junior high, their brains don't start until about 12:30. At IHM, Mike flipped specials to be in the morning and other classes like math and reading in the afternoon. Nothing is out of the question. Minor tweaks could educate students at their optimal time.

Ray mentioned the middle school committee. Mike Jacks, Sarah Weinel, Jenny Tallarigo will meet with the middle school committee on December 16<sup>th</sup>. The genesis of the committee was trying to retain middle school students and explore other potential options for middle school students within the diocese. The committee has plans to continue meeting.

We entered the 2021 Junior Fire Marshall poster contest and had winners in the 1<sup>st</sup>, 2<sup>nd</sup>, 4<sup>th</sup> grade, and 5<sup>th</sup> grades. Ms. Stange and the primary grade teachers had all students working on the posters. We had 100% participation. Kindergarten to 5<sup>th</sup> grade will get a donut party served by the local fire department. The ceremony will be held on December 16<sup>th</sup>.

Becky mentioned that we appreciate all of Mike's time and efforts on what's important. He's a good motivator. An example is the Wacky Wednesday trivia (questions pertaining to all aspects of faith, religion, math, science, etc.). It's such a small thing but the kids love it. The kids look forward to it and ask when the trivia will be if they're off school. Each Wednesday, within 10-15 minutes, the kids come to the office and share and discuss their answers. Mike has a Christmas book challenge coming up.

### **Religious Education Report (Kip Perkins)**

A parent has stepped in to teach 7<sup>th</sup> grade. He's a great teacher who used to teach 2<sup>nd</sup> grade. Kip has been able to visit the classes and see how things are going.

The parent meeting for confirmation was held last week. In the middle of March, there will be a 90-minute evening of reflection for students and their sponsors in church. This will build up to the day-long retreat and confirmation (both to be held on Monday, May the 9<sup>th</sup>). A reception will follow.

To prepare for reconciliation, there will be a parent meeting the 2<sup>nd</sup> week of January.

Mike mentioned that at the leadership conference with Bishop Iffert, he talked about expectations for visiting with schools and students. Bishop Iffert will ask questions around why they chose their saint for confirmation, share his knowledge of the saint, he will ask how that saint prayed, and he will ask if the student can pray in that way. Bishop Iffert will be able to speak with all students in small parishes and will also meet with the students before the sacrament.

We've had an Advent program in the past but we're leaning toward not doing it this year due to timing.

### **Evaluation/Planning Committee Report (Becky Schill)**

Nothing to report.

### **Policy Review Committee Report (Raymond Schlosser)**

The promotion policy has been tabled so Father can have time to provide feedback.

Raymond is trying to finalize the constitution and get the revisions approved. Raymond covered the last three articles. He made many revisions. The changes in article pertained to officers, the VP role was removed as it was deemed unnecessary, the role of president and how to preside over the meeting in president's absence was added, the role of secretary didn't change much- a few of the secretary and president duties were streamlined, updated committees based on diocesan guidelines. They suggest 5 committees. We have condensed to 3 based on our perceived needs. Everyone is serving on at least one committee.

Article 5 was completely re-worked as far as the role of the board: advisory vs. policy. The board's role is not to deal with personal feelings toward a teacher, day to day operations, CCD program, etc. The focus is on being an advisory board.

The amendment process was streamlined. The board was satisfied last year with the amendment wording so the new board needs to review for another meeting.

The new wording does not include adult education. Article 2 was the one left unfinished last year.

Article 3 membership – a faculty representative was removed. The board will bring any issues or concerns to Mike and Mike will report any faculty issues/concerns to the board. A PTO rep was removed as well.

Section 2 pertains to qualifications of being a member. Sections 3 and 4 are revisions to the current constitution – 3-year term. That needs to be worked out with current board to ensure terms are staggered.

Father wanted to revise the discernment process.

Our accreditation process focuses on the mission statement and everything flows from that. From the last recommendation, we should review the mission statement. Father Stef was

thinking about adding something about the new evangelization push. We need to review the mission statement to make sure it's still what we want. It's typically a large meeting with parents, the board, faculty, etc. Once the statement is agreed upon, it becomes the driving aspect of the school. Many things can change once the mission statement changes.

The accreditation process is coming up. Father would like to review the statement. We should get a community consensus. We should make the changes and then take on again when the mission statement is revised. Next accreditation is 2023 (every 5 years).

### **Public Relations/Marketing Committee Report (Sarah Weinel and Jenny Tallarigo)**

Sarah Weinel pulled together some snippets and kudos for the next bulletin. Sarah and Jenny met to discuss the marketing aspects of the board. The current website seems to cater to current families vs. prospective families so the committee is working to add the current brochure to the website for prospective parents.

Juliane Brown did a great job organizing and sending a Merry Christmas card with candy cane to several of the local preschools (n=138). The card invited prospective families to the Open House in January. Easter might be another opportunity. Service hours will be provided for students who help put these materials together.

A marketing database has been created in Google doc for the board to easily access.

For Open House, we are working to print additional brochures, update the existing yard signs with the new date and time. Mike is creating a script for junior high students to be ambassadors for the prospective families at Open House. Student ambassadors are great assets for the Open House.

Currently, Open House is on the Thursday night before Catholic Schools week. With Father Stef's blessing, we are considering moving Open House next year to a Sunday like many of the other schools during Catholic Schools Week where both parents and their children can visit. Currently, it's more geared to the parents where the children do not attend.

We discussed boosting social media and getting more parent reviews. We plan to ask parents to review the social media sites on The Stable.

We're hoping to create surveys in the future. Middle school families leaving will likely be the immediate focus. The Curia asks us to have exit surveys. In 2023, we will be required to distribute surveys written by the Ky Non-Public Schools Commission.

### **Representative Updates**

#### **PTO Update: (Mike Jacks)**

Busken Fundraiser and Hot Head Burritos Dine to Donate in the works

Next meeting is Tuesday, January 4<sup>th</sup> at 7pm.

Closing Prayer: Jenny Tallarigo

Adjournment: