

**St. Catherine of Siena Board of Catholic Education**  
**Minutes for Meeting of 10/1/2019**

Opening Prayer: Nancy

Roll Call: Present: Father Stef, Julie Scherer, Carol Smith, Judy Newberry, Jen Kirst, Nancy Browning, Gwen Fields, Raymond Schlosser, Sarah Weinel Absent: Excused: Kip Perkins, Ashley Cox

**Pastor's Report (Fr. Stef)**

We need to repair the Jr. High doors. Dennis located a bid that was a very high \$24,000 for the three doors. This is the second exit for that room, so we may end up just enclosing the opening and/or continue to look at other options. Father left a message for Mike Clines regarding some of the wording regarding gender and employment policies but it was not yet returned. Father was advised that his roll in a policy discussion is really more at the approval stage rather than the discussion phase. He may try to step back a bit during our discussion phase as a board. He wants to try a new way of approaching the mass with the Jr. High students based on the gestures that take place in the mass as a starting point for the discussion. Father will be on the annual retreat for the diocesan priests in October.

**Principal's Report (Julie Scherer)**

The finance committee was looking at funding a marketing plan. Katie Desmond has been helping out. We have contacted a company from Detroit, Headlights PR (Mike Gill) that works Catholic Schools. Ideas where we thought outside input would possibly be beneficial included: putting together the way questions on a parent survey, consulting with the web site, assistance with marketing materials, working on recruitment and retention especially on the 6<sup>th</sup> grade retention. Nancy mentioned that Ft. Thomas has hired a person who is local for a similar consulting position. We would want to make sure that Headlights PR is aware of the circumstances of our local niche with another Catholic school in town and the presence of Highlands as an alternative. The board consensus was that we should pursue getting this advice. St. Thomas has received a blue ribbon award this year. Our problem is that we have a grade level that has fewer than the required 10 students and prevents us from applying. We are allowing 5<sup>th</sup> graders shadowing in the junior high grades. Father suggested that we continue to find new ways to reach out to new families moving into the area.

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

Kip was unable to attend this meeting but submitted a request for our consideration. He would like formally to request the exception as the 6<sup>th</sup> grade is currently over the limit stated in the handbook. Haley Stamm was comfortable with this particular class. The board consensus was to grant the exception for this year as requested.

### **Evaluation/Planning Committee Report (Nancy Browning)**

Our newer members have gone through the diocesan training for new board members.

### **Policy Review Committee Report (Gwen Fields, Raymond Schlosser)**

Policy 1

Policy 2

Policy 3

Policy 4

Policy 5

Approved as revised. 10/1/2019 These policy revisions will be sent to Father Stef for his approval.

Policy 6: Julie had an issue with the implementation of the grade policy etc. as currently stated in the policy because our sports programs are administered by our boosters. That makes it difficult to be sure of team rosters etc. Since the policy was originally adopted in 2005, Nancy suggested the policy be tabled until we know what is the more currently being done at other schools. The consensus would be to make the policy more generalized.

Policy 7: Add electronic devices to the policy change. Revise to probable cause.

### **Public Relations/Marketing Committee Report (Jenn Kirst, Ashley Cox, Sarah Weinel)**

Ashley and Sarah had developed a series of questions for parents. Sarah presented a review of the questions currently being considered. We will use this as a starting point with the discussion with the consultant from Headlights PR. We could add a section on the web page where people could leave positive comments that we could use in the PR materials.

PTO (Jen) met 9/19 and came up with a plan for the year. The fund raising goal for the year is \$10,000, the same as last year. They want to get a room parent meeting to spread out the responsibilities of the events. With the boosters the PTO and Forsters has purchased a Colt mascot costume. The next meeting is Oct. 17<sup>th</sup> at Grass Roots and Vines. The general calendar of planned PTO events for the year was reviewed.

Finance Update (Jen) The finance committee has already discussed the request for seeking outside recommendations for assistance with PR issues and recommended that we proceed with that search.

Parish Council- Parish counsel is working to include school and parish in a brochure for stewardship for this year. There was a presentation by a company to follow up with thank

you cards but otherwise what we were already doing is consistent with the recommendations they made.

Teacher report (Carol) The planning room outside the parish center is working out well. Other items had been previously covered in other areas.

Adjournment:

Closing Prayer: