

St. Catherine of Siena Board of Catholic Education

Minutes for Meeting of 1/7/2020

Opening Prayer:

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

The December meeting of the board had been cancelled due to a lack of a quorum and no pressing business to consider on the agenda.

Pastor's Report (Fr. Stef)

Father Stef had no general report but did raise a general question in anticipation of Nancy's report about looking at what we want to see for the future of St. Catherine School. After a discussion where many members expressed various views, the consensus was that a subcommittee be formed over the summer to explore a strategic plan that would examine what is the vision for St. Catherine School, what needs the school might have, and what resources might be available.

Principal's Report (Julie Scherer)

The scholastic showcase was hosted successfully. Our 6th grade team placed third. Open house is coming up on January 23rd. The plan will be similar to last year with students leading tours and a parent panel. We hired a long term sub, Grace Stange.

Religious Education Report (Kip Perkins)

Kip was excused so there was no official report but Nancy said she had attended the CCD Advent celebration and felt it was extremely good.

Evaluation/Planning Committee Report (Nancy Browning)

Nancy presented a mid-year review of the goals she had created for this year and a review of her role as the board president:

1. Formulate the board meeting agendas.
2. Create and monitor board calendar.
3. Monitor work of committees.
4. Review and approve with administration requests by individuals to be placed on the agenda.
5. Ensure ongoing board member training and the orientation for new members.
6. Assist the board in establishing long range strategic goals (see Fr. Stef's report and the discussion above) based on appropriate assessment and analysis considering the school's mission statement.
7. Determine the board's effectiveness.

Nancy believed that items 1–5 were in place and items 6 and 7 were a work in progress. She we could determine our board effectiveness then determine our next year's strategic goals by looking

at the various recommendations that the site certification team had given in their exit document in the spring of 2018.

1. Begin budget to replenish technology: This still is in progress but steps had been taken by obtain a computer cart etc.
2. Establish area for teacher to collaborate/faculty room. This was accomplished last summer by rearranging spaces.
3. 5 year plan for air conditioning units in classrooms. This was accomplished last summer using the funds originally pledged for the physical expansion of the school.
4. Add foreign language: This was done with the addition of Spanish instruction.
5. Opportunities for PD: Professional development was offered as teachers attended the training in Atlanta and with six days built into the schedule as per the diocesan calendar. Julie continues to coordinate ad plan PD in conjunction with the faculty.
6. Cycle of adopting textbooks: This was begun with the adoption of new religion books this year. The next immediate need seems to be with math textbooks. Currently there are some different series for different grade levels and it would be good to consolidate on one curriculum program to carry across all the grade levels. Concern was expressed as to have the curriculum would align with the various standardized tests.
7. Consider adding preschool: Fr. Stef expressed support for this idea and it may be something to explore as part of the strategic plan developed over the summer. Concern was expressed over finding space for the program and the growing list of requirements the state is putting in place to operate a preschool program.
8. Continue to analyze test scores: Testing has yet to be done this year and the difficulty in making certain comparisons of test scores we have currently was raised again. (This had been addressed at a board meeting last year.) We are still planning to switch to the MAPP assessments to make more valid comparisons of tracking student progress. Julie reviewed last year's scores that showed some very good results. Fr. Stef asked that those results be shared again with the parish at large and incorporated into the marketing materials we are producing.
9. Marketing Plan: We have hired a consultant. We will continue to work on the parent survey and how that can fit into the overall plan.
10. Reestablish PTO: This was done and the revitalized PTO has been very active.
11. Apply for Blue Ribbon: This was explored by it turns out that some of the extremely small class sizes mean we can't qualify at this time even though our scores and other factors should meet the requirements. There was a discussion to explore if there might be some other award for which we could apply. No one knew of a comparable award offhand.
12. Identify specific needs of students that can be met with interventions: We have updated the intervention program since the accreditation evaluation.

Nearly all of the recommendations made by the last evaluation team have been met already by the efforts of all in the school and parish community. Nancy suggested we might take a look at creating some additional goals to explore. As examples she mentioned looking at having each student have an appropriate digital device to use for classwork and working to update the alumnae list and try to tap into the alumnae more for support of the school.

Policy Review Committee Report (Gwen Fields, Raymond Schlosser)

Gwen presented on
Policy 6 for the final reading.

The revisions were approved.

Policy 7

Adding the wording from the minutes from the November meeting minutes of search will uncover evidence that the student is violating the law, board policy, or other diocesan or policy, etc. With that stipulation the board approved the policy.

Policy 8

Julie looked at other schools and felt out existing policy was better than most at respecting both life and the student.

Policies 9 and 10 will continue being reviewed.

Public Relations/Marketing Committee Report (Jenn Kirst, Ashley Cox)

The question was discussed of what should we do with the survey we developed for parents and how it fit into the current marketing plan. Julie felt it was worth doing. Julie said she had discussed this with our consultant. He was concerned with the time line. Julie said that we should finalize the wording of our questions and pass them along to

PTO met 12/19. Jen was ill, but the meeting went well and students used the time for service and worked on Christmas card for the local nuns. They discussed how the new mascot suit will be used. We are looking at a competition for a name that will be decided at the dinner. They are going to have some training on how to use the mascot and how to perform in the costume. Father asked what proper safety implications there are and should we have someone who is a escort for safety issues.

Of the funds raised so far, PTO has purchased the mascot suit and financed an author and illustrator came in to speak with the students.

Next meeting is January 21st in McCrystal hall. There is going to be a talk by a school resource officer.

Finance-There was discussion of many needs for the parish. Related to school matters, the committee approved a 4% increase on tuition.

Parish Council meeting was short and the discussion was on the stewardship campaign. We reached about 75% of the goal from pledges and a 65% response rate on the response cards. We historically have had money that was given outside the amount pledged. The finance and parish council said we aren't planning to follow up with those who are giving without. We also have some people who set up their giving only on the we share electronic platform that didn't file forms. Father was very pleased how the whole process has worked, especially how the thank you notices went out in such a timely manner.

Faculty- also mentioned the author visit. He recently sent a video thanking the students for their response and thank you notes. The 5th and 8th grade science fair is coming up and will be on display at the PTO meeting.

Adjournment:

Closing Prayer: Nancy