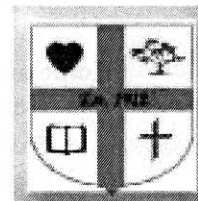


***St. John Catholic School – Advisory Board Meeting
May 23, 2017 7:00PM***



**Call to Order-members present: Fr. Pratt, G. Lenora, Deacon D. Pickett, T. McKee, M. Wetzel, M. Young, C Fries, M. Wishall, E. Burke, ML Mihm, AC Brownell. Visitors: Blair Ellis, Niki Ingram, Ashley Nicholson
Meeting opened at 7:04 PM**

Opening Prayer

April minutes were approved.

Finance-(M. Wishall)

- See Misty's report.
- Budget-trying to add to Endowment and avoid withdrawals. Some loss from the Cafeteria.
- Utilities are more stable and predictable now with construction complete.
- Deacon Dan and Misty will make sure accounting is correct and funds go to the correct line items.
- Some issues with the Dev. Dir. Totals. Misty will clarify and let Mary Lynn know.
- Motion made to accept the Budget. It will be forwarded to Deacon Dan for his input, any questions he has will be answered by Misty and final approval will be provided by Fr. Pratt. 2nd. Vote. Approved.

Planning-(AC Brownell)

- Verifying all Strategic Plan line items are in the budget including playground, technology and security. The plan can be adjusted as needed.

Development-(ML Mihm)

- Working on Development Director recruiting ads. Including Fr. O'Neill in discussions. Want to make sure the new Dev. Director's transition is smooth. Ready to advertise with Fr. O'Neill's OK.
- Working on P66 and COP matching grants.
- Preliminary Auction totals: \$82K gross (\$18K costs and \$63K profit). Online auction generated \$6K with just 20 families involved. Mary Lynn will talk to Deacon Jerry about finalized Auction numbers.
- Could see more with more raffle and parent involvement. Parents are concerned with having to sell multiple items to support the school. Need to make it easier to sell to out of town family and friends. We will have small fundraisers through the summer as well as advertising planned giving at the parishes. Contact Mary Lynn if you have other ideas.
- Need to do a better job advertising the fact that we are not a wealthy prep school. Over 60% of our students receive some subsidy and tuition does not cover all costs.
- New families need help getting acclimated. We should add family activities and better coordinate our resources and talents.

Policy-(C. Fries)

- Adding uniform companies. C & J in Tulsa wants to sell our new uniforms as well.
- 8th Grade girls requested a khaki skirt option because blouse colors are limited by the plaid skirt. Motion made to amend uniform policy to allow 8th Grade girls to wear khaki skirts to allow more color options. 2nd. Vote. Approved.

Membership (M. Wetzel)

- See Mary's report.
- Advisory Board member who are up for reelection have committed for another term. Fr. Pratt approved.
- Received feedback about the SAC. Its role is not well advertised. Many people are not familiar with tightly bound the parish and school are to each other. We need to improve communications to make the SAC more visible. We need help with subcommittees to familiarize new people to our role. Must make sure the meeting agendas are publicized. The new Dev. Dir. can help.

Facilities-(G. Lenora)

- Gym floor replacement is being covered by insurance. Should be in by Aug.1. We have a \$1000 deductible. Overall replacement cost is over \$100,000. Adjustor is making recommendations to prevent recurrence of damage. The insurance co. will deal with subcontractors to cover repair, mitigation.

Home and School Association Report: (M. Wishall):

- Went over reports at the Parent meeting. Working on rebuilding the HSA with committees and parent involvement. Giving \$8,000 toward the playground.
- Field Day is Thursday. Good support from the parents.
- Summer program is organized. Just got approval from DHS. We have a great staff and it should make a profit. Suggested we break it into 2 week segments to better fit with vacations. Maybe next year.

Public Relations-(P. Johnson)

- No report

Principal's Report: (T. McKee)

- Kids going to The Rock for a great reading program. B&G Club letting us borrow their bus and driver for any of our programs as long as it is returned by 3PM.
- Met with the 5th Grade parents about retention. Good meeting with lots of discussion. May expand to other grades with meetings at mid year and end of year. We may create a Retention policy to set up meeting schedules and include a welcome packet for new families with a new family handbook which includes organizational structures, explanations of what we do and why.
- Gave a tour for the P66 Community Relations director to showcase the school and Fr. Lynch Hall so they can provide info for new employees moving to town. She asked for printed materials. We will look at doing the same tour for COP.
- Looking at doing physical assessments for students to highlight areas they may need to develop. Individualized plans will be added to PE classes.
- First Communion was a success. Several parishes were involved. Had a party afterwards.
- Awards Assembly was held today. Graduation tomorrow for 7 boys. Thursday is the last day of school.

Pastor's Report: (Fr. Pratt)

- The new Nursery program is fully operational. We had 40 kids the first weekend. Still working out the kinks but the program is well accepted.
- Church activities are winding down for the summer. There has been some vandalism around the school. Locks and codes have been changed. We are adding cameras around the campus.
- Fr. O'Neill has been visiting to get up to speed. He will fit in well.
- Fr. Pratt will bless Scout Troop 5 before their trip to Philmont.

Parish Finance Council/Parish Council (No report)

New Business

- Handbook for new families to be created.

Review of Action Items:

- Misty will clarify Development Director numbers and let Mary Lynn have that info.

Next Board Meeting: 06/27/2017 at 7PM in the Art Room.

Closing Prayer

Meeting closed 8:33 PM