

***St. John Catholic School – Advisory Board Meeting  
Jan 22, 2019 7:00PM***



**Call to Order-members present: Fr. John, Deacon Dan, E. Burke, L. Radebaugh, M. Wishall, M. Wetzel, E. Thrash, M. Young, T. Stephens**

**Meeting opened at 7:11 PM**

**Opening Prayer**

**November minutes were approved**

**January Minutes:**

**Finance (M. Wishall)**

- See Misty's report.
- Cafeteria is still a negative. Aftercare down-it's under-utilized. Do we need to promote it more? Dan will send Misty some info about costs.
- Meghan is now sending out bills. We'll see how it goes. Lexi, Fr. John and Dan can discuss how to make billing more consistent. They may pull in Dcn Jerry to coordinate Renweb duties with Meaghan & Cristel.
- We received \$10K from COP for projects. Went towards the Dyslexia program.
- The Dyslexia program is bringing in more students. We must determine how the program impacts facilities and the time of teachers. This is an ongoing need to work with students, teachers and materials needed.

**Planning (T. Stephens)**

- See Tara's report

**Development/PR (E. Thrash)**

- Read Elizabeth's report.
- Attended the Arvest Friday forum with Fr. John and Traci. This is attended by prominent community members. Will attend another to talk about our Dyslexia program.
- The paper had an excellent article about the Dyslexia program which was posted on the National organization's website.
- Gala-working on contacts and tours.
- Held a Star party with the B'ville Astronomy Club. (ET revised Star party with the B'ville Astronomy Club will be held in March.)
- Will make a presentation to CRE parents to talk about the school.
- Elizabeth has lots of small tasks. She's looking at bringing in an intern (unpaid). May be a HS senior.
- We will be hosting the monthly Chamber of Commerce Business Hour in March.
- We will be hosting a Community Concert with Zoltan. All proceeds will benefit the school.
- We will be attending a meeting at the Oklahoma Center for Non-Profits We will be learning about how to be an ambassador for the school *ET revised to: A development meeting is being organized with the Oklahoma Center for Non-Profits to educate the school's stakeholders the difference between development and fundraising. Also, how to be ambassadors for the school.*
- GO-no report yet. We received about \$44K online in 2018. So far we've received about \$54K online.
- Gala-we'll have quality games and Big Board items. \$26K in donations so far. \$5K in ticket sales.

**Policy (Open)**

- No report.

**Membership (M. Wetzel)**

- See Mary's report.
- Alumni are doing lots of sharing via the Facebook page.
- Reunion-Elizabeth did a great job. Small turnout but lots of discussion later. We gave out door prizes to gather contact info.
- We must start recruiting new SAC members or redo the bylaws regarding committees. There are 3 required committees-Development, Finance and Planning. We currently have 6 voting members with 4

making a quorum. We can vote via proxy or e-mails also. We could make PR part of Development. Mary will send an e-mail to SAC members for recommendations. We can vote at the next meeting.

#### **Home and School Association Report (E. Enterkin):**

- No report

#### **Facilities (M. Young)**

- Mike talked to Fred A. He's dropped his working hours to 6/daily, 4 day/week.
- The automatic bathroom faucets are being repaired. We need a better way to report problems like via an electronic Task list. Mike will check with Tara with how TCT handles this. Meghan will be the centralized contact to report problems for now.

#### **Principal's Report (L. Radebaugh)**

- See Lexi's report
- We have a new PE teacher. It was a smooth transition.
- We have a long-term sub to cover for our 3<sup>rd</sup> Grade teacher while she's out on maternity leave.
- We are searching for a MS Math teacher. We may use an OWU student as an intern to assist Lexi. The student is majoring in Secondary Math Education.
- Attended a class at the Service Center for Professional Development. We will be sending a couple of teachers to an Early Childhood Forum in Norman.
- Geography and Spelling Bees coming. Math Counts has 9 students going to compete at St. Pius.
- Thanks for all the support and everyone's faith in Lexi and Cristel as they take over leadership at the school. Cristel is an expert in Early Childhood development and technology.
- Catholic Schools Week is coming. We have Spirit Wear day, Penny Wars, Teacher Crazy Socks Day
- Iowa tests are coming.
- 2/26 We will host an Early Childhood speaker to talk to parents and teachers about perceptions vs reality.
- 3 Year Accreditation update is coming. We may try to postpone due to the leadership change.

#### **Pastor's Report (Fr. O'Neill)**

- Lexi and Cristel are doing a great job. Pray for Traci and her family. Her last day is Friday.
- Fr. John has a packet with info to hire a new principal. The Superintendent has approved our decisions (Lexi to lead for the remainder of this school year only). Already receiving inquiries about the position.

#### **New Business**

- We are opening enrollment for next year. We need to set the tuition by Mar. 1. We must look at actual cost per student and compare to competition. We did not increase tuition last year.
- Question: Should we have 2 principals (Elementary and MS)? Answer: This is a good idea if you have large enough class populations. It helps with strategic planning. We could use qualified volunteers. We would need to build our infrastructure. Currently our Principal must be involved in everything. They really must just be an educational leader and delegate tasks to others.

#### **Review of Action Items:**

- Mary will send out an email to SAC members for recommendations on reconfiguring the SAC.
- Mike will investigate a better, less confusing way to report facility problems.

#### **Closing Prayer**

**Meeting closed 8:45 PM**

**Next Board Meeting:** 02/26/2019 (Due to a featured speaker, we will do this meeting via E-mail)