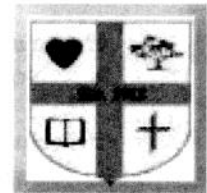


***St. John Catholic School – Advisory Board Meeting  
July 24, 2018 7:00PM***



**Call to Order-members present: Fr. John, Deacon Dan, E. Burke, T. Stevens, T. McKee, M. Young, M. Wetzel, E. Thrash**

**Meeting opened at 7:00 PM**

**Opening Prayer**

**May minutes were approved as amended**

**Finance (M. Wishall)**

- See Misty's report.
- Deacon Dan reported he had just finished working on this year's budget. Expenses are in line but cash flow doesn't match. We had to withdraw \$254K last year to cover. We estimate we may need to withdraw \$280K this year which covers teacher raises. All withdrawals are from earnings on the endowment-none from the principal.
- We are currently at 98% of public schools (were at 85% last year). Bonuses can be looked at next year.

**Planning (T. Stephens)**

- See Tara's report
- Tara will move our Strategic Planning docs to Google drive for all to work in a common place.
- 8/11 Retreat at TCT. 9:00-1:00 to start developing a Strategic plan. Work will be coordinated with Elizabeth's Development work. Most Planning committee members are also SAC members. We will coordinate committee meetings with the monthly SAC meeting.

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

- Read Elizabeth's report.
- Developing contacts with our younger alums through their parents.
- Meeting with the Diocese, Bishop Kelley HS, COP, P66, TCT, Chamber, parents, alums, etc. to develop contacts.
- Working with TCT to have 8<sup>th</sup> Grade students visit (to assist with retention).
- Working on a marketing brochure and flyers.
- Back to School Night info sharing will be updated.
- Gala-planning has begun. Gala will be parent led with community and student involvement.

**Policy (AC Brownell)**

- A Christian Due Process policy in the Student Handbook is required for accreditation. We must come up with the policy as the Diocesan policy is geared toward Faculty and staff-not parents and students.

**Membership (M. Wetzel)**

- See Mary's report.
- Requested using "Facilities" instead of "Buildings and Grounds" to correspond with our Constitution and by-laws. Motion made to replace Buildings and Grounds references to Facilities. 2<sup>nd</sup>. Vote-Approved.
- Mary is working with alums. Older alums prefer personal interaction while younger alums like using the website or other social media. We should have both available.
- Mary is working to have high resolution copies of the class photos available if requested. Unfortunately, some class years have no photos available. If alums wish to have a tour, Traci will assist.

**Facilities (M. Young)**

- Mike will meet with Fred A. about the Facilities budget. Getting a new window and emergency access lock box installed.
- Floor maintenance to be completed this week. Elizabeth is now in her office. A new electronic board for the Dyslexia class has been ordered.
- The United Way Day of Caring will provide 4 volunteers to clean up the gardens around the buildings.

- The HSA has offered to pay for a new fence around the Youth house. The fence may need a special gate. May use HSA parents to help install the fence. Several classrooms could use paint jobs over weekends.

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

- No report

**Principal's Report (T. McKee)**

- See Traci's report
- Distributing brochures describing our Early Childhood programs.

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

- Held first Envisioning Team meeting.
- Will attend a Stewardship conference in Wichita.
- Sent out our first Parish Stewardship newsletter. It highlights the School as being our largest ministry.

**New Business**

- To facilitate having both the SAC and Strategic Planning meetings on the same night, please send reports 2 days ahead of the meetings to allow members time to read. Send out meeting notices by Monday noon. Mike can help create a calendar reminder template.

**Review of Action Items:**

- Mike and Tara will create a Google Drive space for Strategic Planning.

**Next Board Meeting:** 8/26/2018 at 7PM.

**Closing Prayer**

**Meeting closed 8:00 PM**