

**St. Patrick School Board**  
**May 30, 2017**  
**Minutes**

Attendance: Lisa Bartlett, Bruce Beachnau, Brandi Bengel, Tammy Bengel, Jen Davlin, Keelie Honsowitz, Annalise Laumeyer, Marc Nichols, Shayla Schneider, Teresa Schneider, Melissa Schrauben, Mark Thelen, Sue VanLente, Nancy Wohlscheid, Randy Hodge, Father Larry

- I. Mass
  
- II. Approval/Changes of Agenda

Agenda approved

- III. Approval of Minutes

Minutes approved

- IV. Approval of Plans

- A) Technology

Tammy motioned to approve the Technology Plan, Marc seconded the motion and the motion passed.

- B) Policy

Members suggested copying the school board information from the website with the exception of Sue's home number which should be removed to have the most accurate list. In addition, the word "religion" should be changed to "theology" when referring to high school classes.

With these changes, Tammy motioned to approve the policy handbook, Sue seconded the motion and the motion passed.

- C) Strategic Plan

The school year will be corrected to read, "2017-18." Shayla motioned to approve the Strategic Plan, Tammy seconded the motion and the motion

passed.

- D) Keelie dissolved the 2016-17 school board and turned the meeting over to Mr. Hodge for election of officers.
- I. Establishment of the 2017-18 School Board
    - A) Chairperson

Mr. Hodge called for nominations for chairperson. Tammy nominated Keelie and Keelie accepted. Bruce nominated Annalise and Annalise accepted. School board members voted and Keelie remains chairperson.
    - B) Vice Chairperson

Keelie called for nominations for vice chairperson. Sue nominated Annalise and Annalise accepted. Lisa nominated Melissa and Melissa accepted. School board members voted and Annalise is the new vice chairperson.
    - C) Membership Changes

Brandi Bengel has joined the school board and will be serving as co-chair on the Mission Effectiveness subcommittee with Jen.
- II. New Business
    - A) MHSAA

Sue motioned to continue the school membership in the Michigan High School Athletic Association (MHSAA), Tammy seconded the motion and the motion carried. Nancy will sign the membership form (secretary of the school board is required to sign).
    - B) Senior Polo Color Request

The Class of 2018 is requesting a senior polo shirt in the colors of Amanda Coral for the men and Georgia Peach for the women. The school board approved the colors and shirts. Mr. Hodge will respond to the class president.

### III. Goals for Next Year

Keelie asked board members to think about subcommittee goals and accomplishments over the summer and to include the goals in their first subcommittee report at the first meeting of the new school year. The Pastoral Council asks for the school board goals each year. Annalise provided the diocesan website password to access school board governance and subcommittee training information. The diocesan link will be forwarded to school board members.

### IV. Executive Committee

#### A) Principal's Report

Mr. Hodge sent the completed 2017-18 school calendar to Superintendent Dave Faber for approval with a goal of sending it out before the end of the school year. The school year will begin on August 23, 2017 and end on June 6, 2018.

For teachers to move from a provisional teaching certificate to professional teaching certificate through the State of Michigan, they must be evaluated in one of four different teacher evaluation programs. The diocese will be reviewing the four teacher certification programs and may either decide which program teachers should complete or they may allow the individual schools to choose their own program. St. Patrick teachers may train one or two days before school begins.

There are four different quotes for student chromebooks. Mike Johnson and Mr. Hodge will finalize teachers' laptops. The bus will be going in to the shop for maintenance. New doors have been installed on West Street.

Mr. Hodge reviewed the enrollment numbers. Eight students are moving. Possibly 15 to 20 more students will be enrolling. Only 2 or 3 families have inquired since spring break. Scholarship money offered to the Class of 2017 will be added to the school website. Annalise suggested advertising the Welcome Scholarship in the bulletin. Mr. Hodge shared testing scores for the elementary students. The ACT will allow testing of our juniors here at St. Patrick in the spring. Discussion followed regarding the possibility of being a testing site for the SAT and the discussion was tabled.

## V. Highlights of Subcommittee Written Reports

### A) Technology (Mark)

NEXT IT will be onboard as of May 31. Fifty hours of tech support will be available, mostly for the teacher laptops. Mr. Hodge is working with Ross Schneider on Chromebook support. Educational pricing has been secured for laptops and Chromebooks.

### B) Finance (Tammy and Shayla)

Tammy reported the budget is almost complete, they are working on staffing. The Budget to Actual has already been surpassed, salaries being the biggest factor. The school needs more counseling services than current part-time.

### C) Mission Effectiveness (Jen and Brandi)

Beginning next school year, students will quietly pray the rosary outside church as family members arrive for funerals. Some type of rotation will take place for various grades.

### D) Public Relations (Sue and Annalise)

The PR subcommittee is working on items for the summer, including the face-to-face contact at the churches in Grand Ledge, Ionia, Pewamo, Saranac and Lake Odessa. Admission advocates from the diocese will be at Summerfest from 9:30 am to 4:00 pm. School board members are asked to sign up for one hour to help the advocates answer school specific questions. The PR subcommittee has developed a Google Doc link for a month-to-month comprehensive plan. The link was shared with board members in May. The diocese has Catholic school billboards promoting Welcome Scholarships, there are two billboards along I-96. One billboard is near Clarksville and the other is near the weigh station in Ionia (both eastbound). St. Patrick has a page on the new diocesan website. The school float for the Fourth of July parade will feature lollipops and coupons. Chad Brown is working on a postcard. Working on yard signs for SP families.

E) Policy (Bruce and Lisa)

The policy subcommittee will be reviewing rubrics and simplifying. The parent/student handbook will be reviewed. An evaluation policy for teachers will be developed; the diocese has a policy but does not have a standardized form, this will need to be created at a school level. Penalties for misbehavior will also be reviewed. In addition, school administrators will not be allowed to coach in the future.

F) Endowment (Melissa and Michael)

Melissa reported 226 tickets have been sold for the Tribute to Journey concert. Shamrock Scholarship brought in \$14,000. The position of Development Director has been posted.

G) Planning (Marc and Teresa)

The bus item will be moved to "closed." Technology will eventually be closed out. The subcommittee's goal is to make Planning more functional and they will look at reformatting the strategic planning document as one of their goals for next year.

H) Executive (Keelie)

Annual report will be done when the fiscal year closes.

Other:

2017-18 School Board Dates: 8/22/17  
10/24/17  
12/5/17  
2/6/18  
3/20/18  
5/29/18

Prayer: Mr. Hodge

Adjournment: 8:15 pm

