

## ST. PATRICK SCHOOL BOARD MEETING

August 23, 2016

Present: Lisa Bartlett, Bruce Beachnau, Tammy Bengel, Jen Davlin, Keelie Honsowitz, Annalise Laumeier, Melissa Schrauben, Shayla Schneider, Teresa Schneider, Mark Thelen, Sue VanLente, Michael Wolfston, Mrs. Townsend, Mr. Hodge, Deacon Don, Father Larry

I. Mass

II. Additions/Changes to Agenda and Final Approval of Minutes

- No changes to the agenda.
- Minutes approved.

III. Public Comment

Three issues were submitted to the school board after the required eight-day notice. The three issues are: student retention, course electives and tuition. In order to address the items, the parents that have brought the issues forward have been asked to provide dates and times when they are available so we can have separate meetings with all impacted parties. The executive committee will reach out to appropriate subcommittees and others (e.g. business manager) to address the issues. These items will be placed on the October school board meeting for the parents to recap the issue and any changes that the meetings have been able to address. Discussion around the protocol for address the board was brought up. The information is posted online, reminder will be placed in the school newsletter and the Policy Subcommittee will ensure that it is detailed within the Student Handbook. Keelie will investigate protocols of other area schools and it will be addressed at the next Executive Committee if the protocols should be changed.

IV. Sub-Committee Focus

A) Policy (Lisa Bartlett and Bruce Beachnau)

Policy Subcommittee goals are: 1) review rubrics with the administration, 2) work on a middle school policy regarding rules centered on "bring your own device" (BYOD) to school, and 3) review the Student Handbook and Athletic Handbook.

B) Finance (Tammy Bengel and Shayla Schneider)

1) Review Budget with Regards to Current Enrollment Information

Copies of the new budget were distributed and included the 2015-16 Budget and Actual plus the 2016-17 Budget. Discussion followed. The 40% envelope goal was very close last year. Mike Johnson updates the budgeted amounts and actual amounts every month. In order to be transparent to all families and parishioners, the Finance Subcommittee's goal is to publish the budget on the school website. Another goal of the subcommittee is involve teachers in the budgeting process. A survey has been sent to all teachers asking them what they need, what they wish for and what the cost is to prepare for the next school year.

2) Listing of Actual Rate of Tuition

Actual rate of tuition is published in the tuition letter each year (mailed in February).

3) Next Meeting: Year-to-Date Report and Preliminary Budget for Next School Year

C) Planning (Marc Nichols and Teresa Schneider)

Planning Subcommittee has completed the Strategic Plan for the parish and school including goals. The next step is to follow-up on the Plan and start next year's Strategic Plan.

D) Technology (Mark Thelen)

1) Technology Plan

Technology Subcommittee's goal is to complete the Technology Plan and get it in use. The Technology Plan has been honed to 30 pages less than last year.

During the summer, we were able to purchase Chromebooks from grants that were received. It was decided that we will be supporting a 1:1 pilot program with the Freshman class. Decisions will have to be made regarding implementation details and evaluation before the Chromebooks can be distributed. We have received information from the Diocese and P-W's 1:1 programs and we are tailoring both of those plans to meet our needs. Randy will be coordinating with the students about these details and there will be an orientation for the students. Mr. Hodge will also survey students regarding three types of cases.

The subcommittee will be working on measurements for one-to-one devices to determine how to move forward in the future. One measuring tool called "formative testing" attempts to measure the future by looking at the present.

The Technology Subcommittee is also working with Greenlight regarding staff needs. The school board will vote on the Technology Plan at the October meeting.

E) Public Relations (Annalise Laumeyer and Sue VanLente)

The Public Relations subcommittee has been busy meeting their line-item goals which were shared at the May meeting. Have not made face-to-face contacts yet but will keep trying. The website has a new template. Father Larry suggested a high school postcard to surrounding communities. A TV video loop for the Summerfest booth was suggested.

F) Mission Effectiveness (Jennifer Davlin)

The Mission Effectiveness Subcommittee is looking for a new school board member. The subcommittee is planning on bringing back the Eucharistic Miracle Display. Working on a Big Rock/Little Rock project.

G) Development (Melissa Schrauben and Michael Wolfston)

The Development Subcommittee had their first meeting on August 9<sup>th</sup>. The subcommittee is at a standstill with goals because they are going to meet with Mike Johnson first. Mike Johnson attended a development seminar and will share this knowledge with the subcommittee. The next meeting is August 30<sup>th</sup> at 6:30 pm. The subcommittee hopes to work with other groups when they develop their plan.

H) Executive (Lisa Bartlett, Keelie Honsowitz, Mr. Hodge, Mrs. Townsend, Deacon Don)

## 1) Principal's Report

Mr. Hodge reviewed the report. There were 14 candidates for the Kindergarten position; 7 candidates were interviewed. We have a new Theology teacher for the Juniors and Seniors. Room 208 will be used this year as home for the PTO uniform sale. PW will provide shared time teachers for elementary computers and music. Jessica Dorsky will be the pm latchkey supervisor.

Keelie mentioned that the departure survey has been sent out to families that are no longer sending their children to St. Patrick School this year. There were 11 preschool families that represented 11 children and 10 other families that represented 14 children. So far 3 families have responded, but we are hopeful that others will return the survey in the near future. The information gathered will be shared at the Executive Committee level and passed along to appropriate subcommittee groups if it is determined that changes are needed.

## V. Review of Tasks and Assignments

- Review the public comment policy.
- Keelie will investigate area schools' timelines and protocols for public comment.
- Policy Subcommittee will look into publishing the public comment policy in handbook and newsletter.
- Randy and Sarah will add the public comment policy in an upcoming newsletter as a reminder.
- All members to review Technology Plan and provide any changes to Mark Thelen prior to the next board meeting.
- School board members will e-mail new Mission Effectiveness member to Keelie.
- Nancy will e-mail the departure numbers to school board members when she e-mails minutes.

Closing Prayer: Bruce Beachnau

Adjournment at 8:15 pm

Notes submitted by: Nancy Wohlscheid