

St. Patrick School Board
May 31, 2016

Attendance: Lisa Bartlett, Bruce Beachnau, Tammy Bengel, Keelie Honsowitz, Annalise Kransz, Teresa Schneider, Melissa Schrauben, Mark Thelen, Sue VanLente, Nancy Wohlscheid, Michael Wolfston, Father Larry, Sarah Townsend, Randy Hodge

I. Mass

II. Approval of Agenda

Agenda approved

III. Approval of Minutes:

Minutes approved

IV. Public Comment

None

V. Discussion Topics (Follow up Action Items)

A) Strategic Planning Document Approval -- Approved.

B) Policy Handbook Approval – Approved.

VI. Dissolution of the 2015-2016 School Board

Keelie dissolved the 2015-16 school board.

VII. Establishment of the 2016-2017 School Board

A) Election of Officers –

- 1) Chairperson: Mr. Hodge asked for nominations for School Board Chairperson. Tammy Bengel motioned to nominate Keelie Honsowitz; Keelie accepted the nomination. Sue VanLente seconded the motion. No other nominations were submitted. The motion passed.

- 2) Vice Chairperson – Keelie Honsowitz asked for nominations for School Board Vice Chairperson. Keelie motioned to nominate Lisa Bartlett; Lisa accepted the nomination. Tammy Bengel seconded the motion. No other nominations were submitted. The motion passed.
- 3) Membership – Mike Cook is no longer serving on the school board. New members include Melissa Schrauben and Michael Wolfston.

VIII. Committee Updates – Discussion of Roles/Responsibilities for Next Year

A) Finance Committee (Tammy Bengel and Shayla Schneider)

Tammy reported the school is doing better financially this year than last year. The school is budgeted for the same number of students next year. The school is in the 41-42% range of parish offertory.

B) Public Relations Committee (Sue VanLente and Annalise Kransz)

Annalise and Sue reported the PR committee has been busy planning for next year. Jayne Klein will be in school earlier next year for advertising photos. Some of the Grand Rapids Catholic School photos will be mimicked and there will be a few new pictures ordered for the Grand River Avenue windows. A picture of the whole student body will be used on a Christmas card and mailed to all parishioners, alumni and businesses. Baptism folders, Confirmation cards and First Holy Communion cards will continue. Advertising test scores may be challenging because of the choice for students to take the ACT or SAT. The Principal's Column will host occasional guest writers. The Grand Ledge Theater is now advertising SPS slides. There will be a template change to freshen the website. There may be a marketing video. There will be outreach to faith formation families. The Welcome Back party will be open to the whole community. Annalise will be working with teachers on media training and marketing. There will be literature rack in the Parish Hall.

C) Planning (Teresa Schneider and Marc Nichols)

There are some outstanding issues to be worked on. There will be updates throughout the year and approval at the end of the year.

D) Technology (Mark Thelen)

Mark reported the bandwidth has improved. Grant money will provide one computer cart with 30 devices. The subcommittee will establish baselines in order to measure productivity. Keelie will send the teacher survey link to Mark. Annalise suggested the subcommittee talk to the Director of Educational Technology, Carol Grandville. Michael will join the talk.

E) Policy (Lisa Bartlett and Bruce Beachnau)

Bruce asked everyone to review the Student Handbook and Athletic Policy.

F) Mission Effectiveness (Jennifer Davlin)

No report.

G) Development (Melissa Schrauben and Michael Wolfston)

Michael and Melissa will establish this subcommittee. Discussion followed and questions were answered. Bruce talked about Faithful Giving.

H) Executive (Lisa Bartlett, Keelie Honsowitz, Sarah Townsend, Randy Hodge)

Accreditation through MANS is good. The MANS report has some criteria that would be beneficial for the SP document goals. Mr. Hodge reviewed the Principal's Report.

IX. New Business

A) MHSAA Membership

Each year the school's membership in the Michigan High School Athletic Association has to be approved. St. Patrick's membership is high school athletics only. Tammy motioned to renew MHSAA membership, Annalise seconded the motion and the motion passed.

B. Senior Polo Shirts

School board members approved the Class of 2017 polo shirt selection.

X. Review of Action Items

- Each subcommittee will review goals for 2016-17.
- Keelie will send Mark the link to the teacher survey.
- Development subcommittee will build their committee.
- Bruce will send the Faithful Giving document to Nancy who will forward it to everyone.
- Keelie will speak with Mike Kissane.
- Mr. Hodge will send out the MANS report.

XI. Closing Prayer: Keelie

XII. Adjournment:

- Adjournment at 8:30 pm
- Next meeting is August 23, 2016