

St. Patrick School Board
August 22, 2017
Minutes

Attendance: Bruce Beachnau, Brandi Bengel, Jen Davlin, Keelie Honsowitz, Annalise Laumeyer, Marc Nichols, Shayla Schneider, Melissa Schrauben, Mark Thelen, Sue VanLente, Nancy Wohlscheid, Michael Wolfston, Sarah Townsend, Randy Hodge, Deacon Don, Father Larry

- I. Mass
- II. Additions/Changes to Agenda
None
- III. Final Approval of Prior Meeting Minutes
Approved as written
- IV. Sub-Committee Goals for Next Year

A) Technology (Mark)

Subcommittee met on August 10th and settled on a number of Chromebooks to order. Mr. Hodge and Mrs. Townsend stated the Chromebooks had arrived. In May, Mark sent the PTO president a copy of the Technology Plan. The PTO donated \$15,000 of which \$5,000 was committed to computers and \$10,000 to whiteboards. Mr. Hodge invited Mark to the technology-related professional development meetings. Mark attended the teacher trainings which included the following: 1) Next IT covered information regarding the computer package. Ross Schneider should be able to handle the roll-out of the Chromebooks, 2) Stacy Johnston, PW tech specialist, explained Google Classroom, 3) digital citizenship and how we educate students about their digital footprint. Mark stated he hopes students will receive digital citizenship training this year. Some areas to include in the technology goals: 1) technology should be a separate line item in the curriculum posted on the website (PR Committee will look at), 2) establish a search function on the website (after discussion it was determined it cannot be done), 3) students working on YouTube, 4) increase student knowledge of accurate search techniques.

B) Finance (Shayla & Tammy)

Mike Johnson has monthly reports which will be run by Janet Pung. The subcommittee will have a report at the next school board meeting. As Mike Johnson closes out the financials for the 2016-17 year, there is nothing unexpected.

C) Mission Effectiveness (Jen & Brandi)

The subcommittee met in June and projected goals. This school year the students will be saying the rosary during funerals, the students will work on the shoebox project and the committee hopes to bring back the other half of the Eucharistic Miracle display during Catholic Schools Week. The committee is hoping Feast Days will be displayed on the bulletin board outside of the office.

D) Public Relations (Sue & Annalise)

The PR subcommittee has mostly new people. Goals include increasing enrollment and expanding social media to include Instagram of which either Maggie Wernet or Mrs. Townsend will manage. The bigger goal is to reach out to area parishes with face-to-face contact and reach middle school age students. Ralph Willemin is working on the face-to-face project with the help of student ambassadors. Yard signs will be given to school families free and offered to others for \$5 per sign. Thursday, August 31st is picture day for public relations purposes. Annalise announced the Bridging Faith and Future strategic plan for the next five years will be launched soon in the Grand Rapids Diocese.

E) Policy (Bruce & Lisa)

The policy subcommittee will be meeting with the school administrators to review goals for this year and next year. A list of goals will be presented at the next school board meeting.

F) Development (Michael & Melissa)

Last year the Shamrock Scholarship drive raised \$14,000. A job description for a Director of Development was posted but has been placed on hold currently. The Summerfest concert on Friday had 600 attendees and

Saturday night had 800 attendees. The subcommittee will write a development plan tied around Faithful Giving for the church and school. A written marketing strategy will be written for the whole parish. The subcommittee will meet with members of the Father Flohe Foundation and grantsmanship people. The subcommittee has a goal to show how to donate on the school and church website.

G) Planning (Marc)

After Labor Day the subcommittee will revise the strategic plan and meet with Development.

V. Executive Committee

A) Principal's Report

Mr. Hodge reported enrollment is down 17 students. One teacher resigned after the school open house so another open house for grades 1, 2 and 3 was held this evening. Brighton Area Schools are helping with staffing costs through the benefit of more shared time positions. Subjects benefitting from shared time are Spanish, German, Art, Physical Education, Life Skills, Elementary Computers. Due to the School Aid Bill, we cannot use shared time for the kindergarten or DK positions. An elementary counselor has been added to the staff and she will be working on Mondays and Thursdays. The high school counselor will work on Tuesdays, Wednesdays and Fridays. The shared time elementary computers teacher is from Portland Public School this year.

B) Annual Report

The 2016/17 Annual Report is almost done. The report contains a recap of the great things done during the previous school year. The report will be emailed to school board members soon and we will have to decide how to market it.

C) School Board Survey Results

The board needs to work on knowing the school board manual and having the manual readily available. Also, training videos for various subcommittees are available online.

VI. Review of Tasks and Assignments

- 1) Annalise will send Nancy a copy of the yard sign to distribute to all board members.
- 2) Marc will get the strategic plan from the diocese.
- 3) Sue will put links in the website and get pie chart reports.
- 4) Shayla will add Nancy to the finance report list.

Closing prayer: Mark

Adjournment: 8:00 pm

Future meeting dates: October 24th, December 5th, February 6th, March 20th, May 29th.