

**St. Patrick School  
School Board Meeting  
December 5, 2017**

Attendance: Lisa Bartlett, Bruce Beachnau, Brandi Bengel, Jennifer Davlin, Keelie Honsowitz, Marc Nichols, Teresa Schneider, Melissa Schrauben, Mark Thelen, Sue VanLente, Michael Wolfston, Nancy Wohlscheid, Randy Hodge, Deacon Don, Father Larry

- Addition/Changes to Agenda: None
  
- Final Approval of Prior Meeting Minutes: Approved
  
- Sub-Committee Updates
  - A) Mission Effectiveness (Jen and Brandi)

Shoebboxes will be assembled on Thursday and Father Larry will go room to room and bless the shoebboxes. The boxes will be used to decorate the stage area for the Christmas Program. The Eucharistic Miracles will be displayed the first weekend of Catholic Schools Week (Saturday, Sunday, Monday). Faith formation students will visit the Miracles on Monday. St. Patrick students will visit during religion classes.
  - B) Public Relations (Sue)

The Annual Report has been well-received. Student Ambassador Program and Students for Life Program are going well. Something new is coming in January but cannot talk about it yet.
  - C) Policy (Lisa)

The sub-committee has tabled a couple of topics and settled on a couple of other topics. The goal is to finish the rubric and the committee is working with the administration to do so.
  - D) Development (Melissa and Michael)

The sub-committee is working with the Summerfest committee. Skank will play on Friday night and Journey Tribute will play on Saturday night with El Kabong opening. Something is needed for teenagers, so DJ Dill Pickle will host a two-hour dance party on Saturday from 1:30 to 3:30. The number of inflatables will be increased and there may be a couple of carnival rides. A robotics teacher from Kettering University, Bob Nichols, visited the school. Mr. Hodge and the staff discussed STEM classes. Kettering may donate equipment. Courtney Smith might possibly do collaborative grant writing with them.
  - E) Planning (Marc)

Strategic Plan is done. Advanced Partners is doing the feasibility study for the parish and the school.

F) Finance (Bruce)

Bruce reviewed the Statement of Activities. There was a complaint about the Annual Report pie chart not having dollar amounts, just percentages. In addition, the subsidy was not listed. Communication with the Finance Council is very good. Bruce will be supplying the school board with a monthly Statement of Activities.

G) Technology (Mark)

Hardware decision has been made and now we need to look at the software. Mark has been working with the website administrator to help with a technology page on our school website. If you go to the bottom of the school board page, there is a link for this new page. Information from the technology plan, as necessary, will be added to this technology website for the public to view. Digital Citizenship lessons, provided by PW Schools for us to use, are available on the website for any users to review. Additional materials will be added that are more specific to St. Patrick School as well. Starting next fall, students will be doing these lessons during the first week of school. There is not a plan yet to announce this page, but the technology subcommittee will be working on the rollout of the communication plan. There is also a link regarding parental controls with a presentation that recommends ways to filter out dangerous materials that children should not be viewing. Catholic Technology will be updated with information found from Catholic Central's website that has information for all users. Web Literacy has a lot of information and still needs to be organized and we need permission to use specific links. Educational Links is a link to all software that the school uses. This is currently available today at the bottom of the page.

- Executive Committee & Administration

A) Principal's Report (Mr. Hodge)

Mrs. Townsend has accepted a job with the State of Michigan. Mr. Hodge will be the sole administrator and the situation will be re-evaluated throughout the second half of the school year. A communication will go out to the school families on Friday in the newsletter. Seniors have the option of doing a co-op and a few students are participating so far. THK is interested in participating.

B) Other

Forms will be sent out for future member nominations to fill some roles for the next school year. No announcement or news yet regarding Father Larry's replacement. School board members should save the date for the next diocesan training. The date is November 7, 2018 and we hope to have greater attendance with at least one member per breakout session. There is a new subcommittee named Enrollment and Admissions which we currently do not have. If we get interest in the subcommittee, we will look into it.

Tasks:

- Executive Committee will write-up a comment to post in newsletters, the bulletin, and social media to call out the fact we did not show the parish subsidy amounts in the pie charts.
- Bruce will send out a monthly finance report.