

St. Patrick School Board Meeting Notes
March 12, 2014

I. Approval of February 3, 2014 Minutes

Minutes were corrected to read "February 4, 2014" (deleted 2013).

II. Approval of Agenda

Approved

III. Principal/Director of Student Life Comments

The Principal/Director of Student Life Report has been restructured. Mr. Hodge will put action items into the report. Mr. Hodge stated the action item of "grading scale" should be added. He went on to say that St. Pat's and other diocesan schools will switch to a ten-point grading scale next year (100-90=A, 89-80=B, 79-70=C). After discussing this new grading scale with the teaching staff, the new failure will be 69% not 59%. The scale will be A, B, C, F...no D. New Covenant Christian has this grading scale and student achievement is higher. Mr. Hodge said St. Pat's has very few students in the high school who will be affected and teachers/administration will be actively involved in making sure students do not hit the 69% mark. Ms. Townsend and Mr. Hodge are working on the final draft of the 2014-15 calendar. The Diocese has mandated that we do not have school on Martin Luther King Day. Easter Monday will fall over spring break. Students will attend school on Holy Thursday. Mr. Hodge said the DK and K open house had a good turnout. We do not usually get many sign-ups on open house night. Mid-year surveys have been completed and Mrs. Trimmer has compiled four pages of spreadsheet results. The survey results will be discussed at the Executive Committee meeting and they will decide where to go from there in regards to the results of the survey. Mr. Hodge requested a written grievance process. He would like to see a grievance form accessible via the website or from the school office with a process where there is a response in "x" amount of days. Jen M. suggested the grievance go to a committee to see if the grievance is relevant. It was agreed that all grievances would first be reviewed by Sarah Townsend, Michelle Robydek, Deacon Don and Pat Russman for appropriate resolution. If a grievance needed to be escalated, it would go to Father Larry and Mr. Hodge.

IV. Sub-committee Updates

A. Marketing and PR

Post cards were mailed last week to those registered or baptized. Mr. Hodge suggested sending it to local, Catholic high school students. Mr. Hodge will talk to principals about addresses. Father can talk to other parish priests. Dave Faber's office may be helpful as well.

B. Strategic Planning

Keelie said the Strategic Plan is very close to being done. The draft will be done by April. Every May the school's goals will be assessed with a mid-year progress report. Mike Russman reported that the technology committee met with Green Light and Next IT

because the two labs and cart need to be updated. Each company will take into account the school's needs and put together proposals with a price for each proposal. The two companies know they are competing. Mike Johnson and Mr. Hodge will go to Lowell Public Schools and Holy Spirit School to see how chrome books are being used. Keelie reported that she will be meeting with Mike Johnson to see what the next step is for the facility proposal.

C. Mission Effectiveness

Jen D. reported that the next meeting will be on Monday, March 17th. Jen D. asked if the Trinitarian Sisters could be rescheduled. Mr. Hodge said everything has been put on back burner due to the 13 snow days. Dan Schumaker said vocations week is in the Spring. Mike Cook talked to the Sisters a couple days ago and they do not need much advanced notice to visit the school.

D. Finance

Tammy and Mike Johnson have been talking about the budget. They also talked about the parish-wide calendar and will put together a shared calendar with coded colors.

E. Policy

Lisa and Bruce are reviewing the updated handbook from Sarah. Keelie wants an acceptable use policy for student e-mail accounts (2014-15). It will be taken to subcommittees for the next review.

F. Executive

The executive committee is Jen M., Nikki, Nancy, Deacon Don and Mr. Hodge. The committee met to talk about where we are and what needs to be improved on. The committee is working on a standard operating procedure and will have a standing meeting between school board meetings for issues if they need to be addressed. School board meeting dates will be established and hard topics will be covered at each meeting. The committee talked about support for the principal, orientation, developing a formalized board evaluation and discussed idea that each committee has standing charges. More work will be done regarding future planning and operating procedures. Jen M. asked if anybody had ideas about future workshops/brainstorming. Mr. Hodge recommended Chris Oserowski to talk about marketing. Bullying will be discussed next year.

V. Review of Tasks and Assignments

- 1) Mr. Hodge will follow-up with the Trinitarian Sisters.
- 2) Executive committee will talk about the grievance procedure/policy and bring it back to the school board.

Closing Prayer: Dan Schumaker

Next Meeting: Wednesday, April at 6 pm

Adjournment: School Board meeting adjourned at 6:55 pm

--Notes submitted by Nancy Wohlscheid

Committee of the Whole Meeting

Marketing Workshop What is going to sell our school?

Data points are listed below:

Baptism Rates: 2007: 50 baptisms 2013: 37 baptisms (downward trend)

Ionia County Per Capita Income: Just under \$20,000; Michigan average is \$25,500. Median is \$47,500.

Enrollment Rates: (see handout). Tuition rates reflect “first child.”

**Per capita income should be checked to determine the median income for 1980. Also, the percent of income compared to tuition should be calculated.

**Keelie suggested finding out how many kids are in each parish family.

**Bruce asked: Why do students/families leave the St. Patrick School to go to Portland Public?

Tuition: Keelie put together a report. 1st page: shows 1st and 2nd children, various schools and rates for each grade. 2nd page has 3rd, 4th and 5th children. 3rd page shows various age scenarios for families. 4th page: things to consider. Incentive: if a child pays \$2,000 for DK use the \$2,000 as a credit for next four years (\$500/year). Other incentives discussed.

Incremental Fees: Technology and Registration

Athletic Events/Opportunities: STIC, quiz bowl, German/Spanish clubs, baseball, football, basketball, bowling, golf, volleyball, softball, cross country, track, etc.

HS Tests: MME, ACT, Work Keys. ACT: Consistent over the last six years. MME: We are way above Michigan (state) average; however, this year's math is low.

MAPs: Sarah contacted Cindy at the Diocese and Sarah received winter and fall scores. We are ahead of the national scores.

Catholic Mission: Morning prayer, little rock/big rock program, STIC, theology, weekly masses, stations of the cross, retreat days for MS and HS, May Crowning, Adoration, kids leading mass (grades 3-12), prayer before athletic games, Pay It Forward Day, elementary students visit adult foster care homes.

Technology:

What do we, as a school board, see as strengths of the school:

Elementary MAPs test scores

Positive atmosphere

Leadership opportunities (big rock/little rock)

Small class size

Hospitality (parents talking to other parents outside school and family support)

Discipline and respect

Catholic identity

High academic standards...how can we translate the high test scores from MAPs to others to show our students are achieving and succeeding. Answer: % going to college.

Go to area churches and talk to parishioners after mass.

Preschool discussion: Sue suggested getting the students in the main school building. Mr. Hodge said licensing requirements are very hard to meet, ie, bathroom, running water in room. Have to focus on the preschool kids.

Chris Oserowski says you have to target CCD students. Keelie suggested enticing families with credited tuition. Get high school kids to volunteer for CCD classes (in uniform).

Promote ROI: How many of our kids graduate from college with a degree?

Father suggested using Portland public access TV for advertising. The Wagon Wheel will also advertise on the scoring monitors in the bowling alley.