

**St. Patrick School Board Meeting Notes**  
**February 3, 2015**

**I. Approval of Agenda**

Agenda approved.

**II. Public Comment**

Mike Mauren addressed the school board regarding the policy where a student cannot play in an athletic event if he/she has missed more than 15 minutes of school in a day. Mike stated he has no interest in changing the policy but feels the policy was placed before the student. He asked, "What supersedes the policy? When isn't the policy more important than the child?" He stated some absences are excused, i.e., allergies and migraines. Mike stated the policy should not be so black and white all of the time. Nikki thanked Mike for bringing his concerns to the school board. Nikki also informed Mike that the administration is responsible for policy and that the executive committee will review the concerns and if necessary forward them to the policy committee. Mr. Hodge also informed Mike the school now has a complaint resolution process for concerns such as this and a committee has been established to review complaints.

The executive committee will meet and discuss this issue. The committee will also send a thank you note to Mike.

**III. Athletic Directors' Report**

Pat Russman distributed the yearly athletic report. Deacon Don stated that all reports should be distributed in advance of school board meetings so the reports can be reviewed ahead of time.

Pat reported the fall sports season went well. He stated the role of athletic director has defined itself since two people now share this position. The calendar is updated regularly. The parish calendar has to be updated at school and cannot be done from home. The Google calendar can be updated from home. Mr. Hodge will look into the calendar issue.

Winter sports are approaching the end of the season and the sports banquet will probably take place on March 25<sup>th</sup> or 26<sup>th</sup>.

Preparing for the spring sports season, interest sheets are available for students. There will not be a JV softball team this year. Baseball may not sustain a JV team. Pat may be able to set up tournaments or scrimmages on a JV level by bringing athletes down from varsity. There is a parent meeting this Sunday for softball. An online site will be used for baseball and softball apparel. Track will be fielding boys and girls teams

for high school and middle school. There is interest in golf. Currently searching for a volleyball coach. The search for a golf coach will begin after the volleyball coach is hired. We would like to host the baseball and softball districts but have not yet heard the decision.

#### **IV. Follow-up Action Items**

##### **A. Student Daily Broadcast (Mrs. Townsend)**

Mrs. Townsend has been playing phone tag with Mrs. Seal.

##### **B. AP Testing (Mr. Hodge and Lisa)**

State of Michigan will not be using the ACT next year, instead Michigan will be using the SAT. Four counselors in the diocese will be meeting soon.

##### **C. Diocesan and SPS Parent Survey (Mr. Hodge)**

Mr. Hodge reported that the diocese surveys parents, staff and students in grades 5 through 12. Mr. Hodge would like to conduct a short, "question" survey and include it with the diocesan survey. Questions such as band or one-to-one technology interests would be asked. Keelie stated she could help me with the big ticket interests from previous surveys. Keelie also commented the strategic planning committee is going to conduct a teacher survey regarding technology. Mr. Hodge stated the diocese also has a new principal appraisal with goals and he will be meeting with Father Larry.

##### **D. Follow-up on Elevator Speech Workshop**

Tabled (workshop postponed due to weather/rescheduled for February 12<sup>th</sup>)

#### **V. Sub-committee Focus**

Discussion Item #1: Mid-year review of strategic plan.

Keelie constructed a document with strategic plan highlights. It includes goals and accomplishments. She noted that nothing is 100% complete because most of the items are ongoing improvements. The focus right now is the teachers and technology. Mr. Hodge and some of the strategic planning members talked to the diocese about shared services. West Catholic and Catholic Central have one-to-one plans and explained why they chose i-pads, etc. The meeting lasted two hours and ideas were gathered. The diocese is a good resource to tap into. Keelie stated they hope to close out the curriculum brochures which will be available next year. The committee will be gathering statistics from the alumni. Another

goal is to move the facilities forward by expanding. The Athletic Association would like to build a spring sports facility. The plan is still a fairly new concept and we will get more big ticket items in the strategic plan. Mr. Hodge asked Keelie to add the gym floor to the strategic plan because it has become a priority. Keelie will shoot a rough draft out to Neil Miros and Sherri Dixon but will need some details from Mr. Hodge. They will work on the rough draft together.

#### Discussion Item #2: School trip alcohol policy.

Bruce read policy language stating the chaperones are responsible for the safety and care of students during school trips. Chaperones will refrain from drinking alcohol until students are in their rooms for the night. Bruce will put the language in the handbook for next year.

#### A. Marketing and PR

Nikki said the CSW pancake breakfast received good feedback with the free will donation. People also loved the teachers and school board members serving the breakfast. Nikki said the breakfast was at or just slightly below the break even mark and brought in \$1,707. We served 100 less people than last year. Mark Simon was happy with the results as it was a transition year. Nikki commented the breakfast is a nice thank you to those who support the school. Last year the breakfast brought in approximately \$3,000. Regarding next year, Father Larry asked for a short write-up to read at the conclusion of each Mass. Sarah recommended a flyer go home with students that weekend. Sue advertised the breakfast in the *Sentinel Standard*. Mr. Hodge said the teachers loved the breakfast but they will probably be split into shifts where they work and mingle. Keelie suggested a teacher meet and greet. Sarah suggested a little competition where teachers see who gets the most students to attend the breakfast.

Sue and Mr. Hodge met with Annalise Kransz, diocesan marketing director, and she said we are way ahead of most schools with marketing. Annalise suggested more information be placed outside the office and preschool room. Annalise suggested using *Facebook* more often. School marketing materials will be placed in the back of church for special occasions such as the Christmas program. Deacon Don suggested getting information to the parish office. Father Larry will check with the Summerfest organizers and see if there is a place for advertisement there. Randy tweets athletic scores. Deacon Don suggested having a flyer stand in the parish office filled with brochures about the school.

#### B. Strategic Planning

See above.

### C. Mission Effectiveness

Jen D. said the committee is looking at another Adoration day during the 3<sup>rd</sup> quarter. Mr. Hodge will try to schedule it before Ash Wednesday (possibly February 11). The committee is also wondering if Adoration can be used as service hours for National Honor Society. Deacon Don said prayer is a devotional act not service. Discussion followed. Mr. Hodge will see what West Catholic and Catholic Central are doing for service hours. Jen said the committee hopes to bring the nuns back to school during Holy Week. Mike said he has not been able to reach the Sisters because they are in Mexico right now. Mike will check and see if they can come Monday, Tuesday or Wednesday of Holy Week.

### D. Finance

Tammy has been meeting with Mike Johnson about the budget. Tuition will be increased slightly next year. Lisa asked if there is a place to post policy information, given the recent issue with athletic uniform donation. Mr. Hodge said we need to direct people where to start depending on what type of donation it is. He will talk to Sue about putting it on the website.

### E. Policy

Bruce reviewed the apparel policy. It will be under "appearance" in the student handbook and it will also be included in the policy. There will be five signature lines in the athletic handbook for next year. HAVE RANDY CHECK THIS LANGUAGE.

### F. Executive

No report.

## VI. Discussion of Principal/Director of Student Life

The 2015-16 school calendar has been finalized. Following the Father Flohe Foundation meeting tomorrow evening, Mr. Hodge will mail the 2015-16 registration to parents. Mr. Hodge drafted the graduate survey. The survey was reviewed, a few changes were made and Mr. Hodge will finalize it. Diocesan curriculum is being implemented for the preschool. There will be no full-time DK next year. Calendar is done.

## VII. New Business

- A. Soup dinner – The school board’s date to host is March 13<sup>th</sup>. There will be a sign up email that will go out as the date gets closer so school board members can sign up for what they would like to bring.
- B. School board prayer – Keelie found a couple of different great prayers that she will get to Nancy to distribute to school board members to use on their closing prayer day if they so choose.

**VIII. Review of Tasks**

- A. Executive Committee will follow up regarding Mike Mauren’s comments.
- B. Mr. Hodge will talk with Sue regarding the website calendar issue.
- C. Mr. Hodge will mail the 2015-16 registration letter to parents.
- D. Mr. Hodge will finalize the graduate survey.
- E. Mr. Hodge will follow-up with AP information.
- F. Mr. Hodge and Keelie will work on the “question” survey.
- G. Mrs. Townsend will contact Deb Seal at Westwood.

Prayer by Keelie

Adjourned at 8:42 pm

--Notes submitted by Nancy Wohlscheid