

St. Patrick School Board Meeting Notes
March 24, 2015

I. Approval of Agenda

Approval of postcards was added to agenda.

II. Follow-up Action Items

A. Student Broadcast – Mrs. Townsend

Mrs. Townsend spoke to Deb Seal in a phone call. Westwood has their broadcast program running again. A meeting was scheduled but Mrs. Seal was sick and could not attend. Mrs. Townsend will go to Westwood and observe their program.

B. AP Class Information – Mr. Hodge

Mr. Hodge attended a meeting with diocesan administrators and counselors to discuss the ACT and SAT. Mr. Hodge asked about AP exam requirements. Catholic Central and West Catholic students must take the AP exams if they take AP classes. At Muskegon Catholic, students must take final exams if they do not take the AP exams. Currently, St. Patrick students who forego the AP exams are not required to take the final exams (seniors do not take final exams if they have a B in the class). There will be a new requirement in the handbook, St. Patrick students who forego AP exams will have their AP classes graded on a 4.0 scale instead of a 5.0 scale. Mr. Hodge stated this year's senior class has a high percentage taking the exam.

C. Graduate Survey Questions – Mr. Hodge and Keelie

Mr. Hodge distributed documents containing survey questions for SP graduates. Graduates from 2008 to 2015 will be surveyed. Discussion followed regarding distribution of the survey. It was agreed a letter containing a QR code would be mailed in mid-May.

D. Website Calendar Issue – Mr. Hodge and Sue

Completed

E. 2015-16 Registration Update – Mr. Hodge

See principal's report below.

F. Follow-up on Elevator Speech Workshop

Second meeting held with Chris Ostrowski. He stated the 200+ students enrolled in religious education should be our focus. Mr. Hodge will take this information to a staff meeting in order to get more ideas. Chris brought up the idea of a buddy system between the religious education students and the school students. As an example, the school students would have boxes on their desks containing prayers, pencils, etc. for the religious education students to use each week. Chris also offered to speak to the Diocese regarding a pilot study to conduct live interviews with some of the parents of religious education students to determine barriers attending SPS.

Sue stated the PR committee cannot wait any longer to mail the Portland-wide (and outlying area) postcards. Discussion followed with ideas for content on the postcards. Baptism folders were also discussed and a suggestion was made to include tuition vouchers in the folder.

Sue participated in a webinar regarding social media and she said St. Patrick is doing well in this category.

III. **Sub-Committee Focus**

A. Marketing and PR

See above.

B. Strategic Planning

Keelie stated the teacher and administration survey is done and she will share it with Mr. Hodge.

C. Mission Effectiveness

Mike reported students had a Eucharistic adoration day. It was inspiring to see the students come to the chapel. It was also good for the kids to see people praying in the chapel. On April 1st the Trinitarian Sisters will be visiting school and talking to all the classes. A holy hour will be led by the Sisters. Adoration was included in the staff development day.

D. Finance

Tammy reported that budget is developed and it is based on the previous year's enrollment numbers.

E. Policy

Mr. Hodge has a policy ready to go for committee review about hiring coaches and how openings are posted.

F. Executive

Jen reported that the executive committee had no changes in last month's public comment issue. The committee discussed using the grievance form.

School board nominations fall under the executive committee. Keelie will renew her term. Jen M. will step off the board. Nikki is not renewing her term. Mark Thelen is interested. Annalise Kransz was suggested.

IV. Principal's Report

Mr. Hodge said enrollment forms are being turned in. The kindergarten class will probably have 21-24 students. Kindergarten screening takes place on April 17th. Half-day and all-day DK will be offered. Regarding facilities, Mr. Hodge is checking on different materials for a gym floor, including elastiwood. Mike Johnson and Mr. Hodge are looking at 60 chrome books for next year. Diocesan survey is out and the 5th-12th grades have completed the surveys. Mr. Hodge and Mrs. Townsend are looking at extra-curricular activities including band and have talked to Mr. Dumas. Ionia County is looking at a balanced calendar. Montcalm County is going to try it. If Ionia County implements a balanced calendar, St. Patrick will too. Graduation is May 17th at 2 pm; meet in the Parish Hall.

Next meetings are May 5th and June 9th.

Adjournment: 8:19 pm

Notes submitted by: Nancy Wohlscheid