

## St. Joseph School Board Meeting

September 20, 2023 6:30 P.M. (in Classroom)

---

### **I. Call to Order and Opening Prayer**

Meeting called to order by Aaron Schneider at 6:30 P.M, and begins with an opening prayer.

### **II. Roll call**

Present Doug Klein, Autumn Spitzley, Erin Kowatch, Aaron Schneider, Nick Lawless, Susan Craft and Elizabeth Thelen

Absent: Kellie Antes, Ron Simon, Ericka Piggott and Joel Hoffman

Guests: Ryan Weber

### **III. Approval of Agenda**

A motion to approve the agenda is made by Erin Kowatch and seconded by Autumn Spitzley.

### **IV. Approval of Minutes**

A motion to approve the August minutes is made by Erin Kowatch and seconded by Susan Craft

### **V. Public Comments**

Nathan Klein, St. Joe's athletic director, comments on the current season. Nathan has been scheduling games with teams in the GRACEAC league out of Grand Rapids. Nathan worked on organizing the 5K over the summer and a golf camp for younger kids earlier this year. Nathan will be meeting with the high school principal and AD to discuss organizing a basketball league that is separate from Red Cedar for lower elementary, and the possibility of St. Joe's 7th and 8th graders playing with the public school teams. The athletic banquet for this year will be in March, to not interfere with First Communion.

### **VII. Principal's Report**

Ryan Weber presented the Principal's Report. Ryan provided a copy of the report to all board members. Some key points: EANS is closing on September 30th. \$60,000 has been spent through the process. The money has been used on a variety of projects and materials for the school. The new arrival and dismissal has been going well. Luke Thelen was hired to assist with technology in the school and parish.

### **VII. Business Action Items**

- A. The school board member composition matrix is discussed. Susan Craft commented that we should reach out to new people in the parish and people that have not been involved on committees before. Names of potential members are discussed. Aaron Schneider recorded the names and Ryan Weber will meet with Father to seek approval.

### **IX. Business New**

- A. Ryan Weber has gone through the Program Effectiveness Survey with Father. Twenty-three families participated in the survey. The report given to school board members shows results of the survey which was given to parents, staff and students. The board has a brief discussion on the results. There is a discussion on the results showing low scores from staff members in certain areas, and that these results can be areas of focus for the board.

## **X. Committee Reports**

- A. Executive Committee: Ron Simon, though not present, has communicated that he is working on the enrollment and budget trend analysis.
- B. Marketing Committee: Has met with Ryan Weber to work on retention of our 7th and 8th graders. They are looking to gain insight from the 5th and 6th graders at St. Joe's about what would make them want to stay.  
The committee is also working on a plan to target families in the community and the surrounding communities and creating an open house to invite these families in. The committee is still in the beginning stages of planning this.  
Autumn Spitzley is working on the apparel order for the school. She would like to have the sales run during October.
- C. Development Committee: Quotes for the bathroom countertops are in and being analyzed.
- D. Strategic Planning: none

## **XI. Suggested Items for Next Month's Meeting**

- A. Continued discussion of new board members recruiting.  
Ron Simon's work on the trend analysis of enrollment and finances.  
Strategic planning update from Kellie Antes.

## **XII. Next Meeting Date**

Wednesday, October 18th 2023 @ 6:30 pm – In Classroom

## **XIII. Closing Prayer**

Aaron Schneider closes the meeting with a prayer.

## **XIV. Adjournment**

A motion to adjourn meeting is made by Susan Craft and seconded by Autumn Spitzley at 7:35 pm.