

St. Joseph School Board Meeting

September 16, 2024 6:30 P.M. (In School Classroom)

I. Call to Order and Opening Prayer

Meeting called to order by Kellie Antes at 6:30 P.M and begins with an opening prayer.

II. Roll call

Present: Alyssa Frechen, Kellie Antes, Rick Stump, Ron Simon, Nick Frechen, Aaron Schneider, Michelle Schafer, Erin Kowatch, Ericka Piggott

Absent: None

Guests: Ryan Weber

III. Approval of Agenda

A motion to approve the agenda is made by Erin Kowatch and seconded by Rick Stump.

IV. Approval of Minutes

A motion to approve the August minutes is made by Aaron Schneider and seconded by Ron Simon.

V. Public Comments

None

VI. Principal's Report

Mr. Ryan Weber presented the Principal's Report. Mr. Weber provided a copy of the report to all board members.

- A. Replacement bathroom countertops and supports may be installed around Thanksgiving weekend.
- B. Facility Master Plan - Mr. Weber, Nick Frechen, Erin Kowatch, and Brian Werner will be working together to create a Facility Master Plan. Mr. Weber has provided an example plan from another school. The plan will outline current and future facility upkeep plans.
- C. Thank you to the St. Joseph PTO for putting on the Bike-A-Thon.
- D. 8th graders took a field trip to Art Prize.
- E. St. Joseph House System is close to being up and running for 24/25 school year.
- F. Thank you to Mr. Mark Platte who came to St. Joseph on September 11 to discuss the American Flag and what it means to him as a Veteran.
- G. Mr. Mark Platte is also coming to St. Joseph on 9/17 to discuss the constitution with grades 4-8.
- H. Upcoming events include school picture day, school Rosary for Priests, and Ms. Nowland's pilgrimage.
- I. Completed first fire drill with the assistance of Pewamo Fire Chief, Mr. Yerge. Follow-up discussion was had with Mr. Yerge who provided some suggestions and dates for future drills were shared.

VII. Business Action Items

- A. Review of New School Board Member Process (version 2) and School Roster Dates
 - a. Kellie Antes leads a group review of the updated New School Board Process. The following areas were discussed:
 - i. “Parent/family interest inventory” - There is interest in creating an inventory for parents to fill out at the beginning of the year. The inventory will gauge parent’s interest in joining the St. Joseph School Board in addition to a number of other volunteer opportunities (Mom’s Hot Lunch, PTO, etc). Mr. Weber will work with office staff to create this inventory.
 - ii. “Respondents to alumni interest letter” including alumni parents - will include information about joining the St. Joseph School Board in an e-newsletter to alumni and alumni parents
 - iii. “Respondents to school newsletter” - will include periodic notices in church bulletin reminding parishioners that joining school board is an option and asking them to let us know if they are interested.
 - iv. A suggestion was agreed upon to update section #5, bullet 2 from “Strategic Planning Leader” to “School Board President”.
 - b. Term end dates were reviewed and updated for current School Board members. Terms will now end at the school year (June) instead of periodically throughout the school year. The School Board Roster was updated to include the adjusted term end dates.

- B. Parish Age Demographics in regards to future enrollment - A document was provided to St. Joseph School Board that broke down some demographics of St. Joseph Parish. Will work to get more detailed information on families with children who are eligible for elementary school.

VIII. Business New

None

IX. Committee Reports

- A. Executive Committee: Ron Simon clarified the parish subsidy to the school for the 23/24 year. In the year end financial document, it was netted against a transfer, which understated the subsidy amount in the rolled up financials.
- B. Marketing Committee: Received marketing budget for 24/25 school year. Continuing to utilize the new marketing/communications calendar. Apparel order is being finalized.
- C. Development Committee: Nick Frechen has offered to head the Facility Master Plan committee. The committee will be scheduling a meeting to begin this process.
- D. Strategic Planning: May have more updates to share soon.

X. Suggested Items for Next Month’s Meeting

None

XI. Next Meeting Date

Monday, October 14, 2024 @ 6:30 pm – In Classroom

XII. Closing Prayer

Kellie Antes closes the meeting with a prayer.

XIII. Adjournment

Motion to adjourn meeting is made by Aaron Schneider and seconded by Erin Kowatch at 7:15pm.