

**St. John the Baptist Catholic School  
School Board Meeting  
October 12, 2015**



**Attendance**

Mrs. Lewis (Principal), Mrs. Villarreal (Vice Principal), Fr. Phil O' Kennedy (Pastor), Robert Plummer (Chair), Alicia Detwiler (Vice Chair), Jason Canale (Secretary), Wendy Evans (Member), Ping Fang (Member), Michelle Whetstone (PTO Rep), and Rob Geist (Parish Council Rep)

**Call to Order**

Robert Plummer called the meeting to order at 6:06 PM and led us in a prayer.

**Chair Comments**

Robert Plummer thanked everyone for their attendance.

**Roll Call**

No guests were present at the meeting.

**Minutes**

The September 2015 meeting Minutes were offered by Jason Canale for approval. Wendy Evans made a motion to accept the Minutes, and Alicia Detwiler seconded the motion.

**Reports**

*Principal Report (Mrs. Lewis)*

Mrs. Lewis submitted her written report and discussed how the School's enrollment numbers were remaining level as the year has progressed.

*PTO Report (Michelle Whetstone)*

Michelle Whetstone stated the PTO did not have anything new to report, since they had not met since the last Board meeting. The PTO will be meeting Tuesday, 13 October.

*Public Relations Committee (Wendy Evans)*

Wendy Evans provided a written report and discussed her committee's first meeting, held September 21st. Wendy concluded her report by stating several committee members were preparing input for a revised Grandparents Day event.

*Planning Committee (Jason Canale)*

Jason Canale provided a written report from the last meeting held with the Planning Committee. This was a joint meeting with the Development Committee.

**St. John the Baptist Catholic School  
School Board Meeting  
October 12, 2015**



*Development Committee (Robert Plummer)*

Robert Plummer provided a written report from the Development Committee meeting in September. He discussed the Newsletter, which has a target mailing of December.

*Finance Committee (Alicia Detwiler)*

Alicia Detwiler provided a written report for the Finance Committee's meeting on September 28, 2015 and stated the Bank Accounts had been reconciled through August 31, 2015.

*Parish Council (Rob Geist)*

Rob Geist reported interviews were currently ongoing for members seeking to be on the next year's Parish Council.

**New Business**

Grandparents Day – Wendy Evans will provide additional feedback during the November meeting, based on input from members in the PR Committee.

Exit Surveys – Ping Fang provided an update to the Board on his progress to date with respect to the Exit Surveys.

Family Service Day – Alicia reported the upcoming School Family Service Day will be held on Saturday, 24 October.

**Old Business**

Nothing to report

**Recurring**

Family FAITH Night – Alicia will be looking for a volunteer to develop the theme documents for the January Family FAITH Night.

**Upcoming Key Dates & Announcements**

The following upcoming dates and announcements were discussed at the meeting.

- School Fall Fest - Saturday, 17 October
- Family Service Day - Saturday, 24 October
- SJS Board Executive Meeting - Monday, 02 November
- SJS Board Meeting - Monday, 09 November

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**Pastor's Comments**

Fr. Phil expressed his appreciation of Mrs. Lewis and the Board's service to the School. He continues to be pleased with our enrollment numbers.

**Adjournment**

The meeting adjourned at 6:49 PM, with a prayer led by Robert Plummer.