

St. John the Baptist Catholic School
School Board Meeting
June 06, 2016

In Attendance: Mrs. Lewis (Principal), Mrs. Villarreal (Vice-Principal), Alicia Detwiler (Chair), Jason Canale (Vice Chair), Ed Martinez (Member), Nikki Rohling (Member), Jennifer Farrell (Member), Sarah Patterson (PTO Rep)

Not in Attendance: Ping Fang (Secretary), Madeline Reyer (Pastoral Council Rep)

Call to Order Alicia Detwiler called the meeting to order at 6:00 PM with a prayer.

Chair Comments

Alicia welcomed our guest, Michelle Neese and thanked her and Lettie Burns for their service to the school by leading this year's Gala and presented Michelle with a small gift from the School Board. Alicia also asked the Committee Leads to prepare their reports ahead of time as required by the By-Laws and as a courtesy, send them .pdf format to Ping for inclusion in the School Board Packet.

Roll Call

Michelle Neese (Gala Chair)

Minutes

The May meeting minutes were offered for approval, with one revision required to the Development Committee report section. Ed Martinez made a Motion to accept the revised May Meeting Minutes, and the **motion carried**.

Reports

Public Relations Committee (Jennifer Farrell)

Jennifer Farrell discussed the committee's plans on recruiting new members and also provided an update to the Board on their plans for the upcoming yard signs for new incoming families.

Planning Committee (Ed Martinez)

Ed Martinez provided a written report, summarizing the past month's activities. The Planning Committee is still working on the Annual Survey. The Strategic Plan expires this year, so efforts to update this plan are underway and being coordinated within the committee.

Development Committee (Jason Canale)

Jason Canale provided a written report prior to the Board Meeting. During the last meeting, held jointly with the Planning Committee, the Development Committee focused their efforts on the tasks related to the Planning Committee's Strategic Plan.

Finance Committee (Alicia Detwiler)

Alicia provided a written report of the Finance Committee's April meeting prior to the Board Meeting. The Bank Accounts were reconciled for April 2016. Net Income remained positive for the Month and to the budget. Alicia also reminded the Board, although already budgeted, as we move into the Summer months, the School receives no Income (Tuition Payments), while the expenses still occur.

PTO Report (Sarah Patterson)

Sarah Patterson reported all the end of year student activities went well and added the Teacher Appreciation luncheon was also well received by the Faculty. The Used Uniform Sale netted over \$3,000 for the PTO.

Pastoral Council Report (Madeline Reyer)

Madeline Reyer was not present and did not provide a written report.

Principal Report (Sherry Lewis)

Mrs. Lewis provided a written report prior to the meeting and opened her report with an update on the registration numbers. Mrs. Lewis also discussed several teaching changes, due to new faculty coming to the school. Sherry also announced 18 kids were enrolled in the K4 Summer Program. The restroom renovations are also now underway.

New Business

20th Year Anniversary

Alicia reminded the School Board that the start of the 2016/17 School Year would be the School's 20th Year and asked the Board to brainstorm ideas on a way to celebrate this milestone. A temporary School Logo was also discussed as a way to display this milestone.

Family FAITH Night

The idea of having a speaker this coming school year was discussed as one alternative to the current planned Family FAITH Nights and Mrs. Lewis was going to reach out to several potential speaking candidates. We also discussed the idea of having year-long themes for the Family FAITH Nights, such as a year-long theme related to Vocations.

Parish Insert Review

Alicia discussed the upcoming potential action item for the Board over the summer recess to review a proposed insert to the Parish Bulletin. We would normally use the data collected for the Joint Parish Meetings in February. However, since this past February's Joint meeting was a speaker, this data was not collected.

School Board Calendar

Alicia reviewed the upcoming year's School Board calendar with everyone present at the meeting and asked the Committee Leads to ensure their meetings were properly identified. Alicia also reminded the Board members that all meetings needed to be held on School property and to go through the School Office to reserve the necessary conference rooms.

Grandparents Day

Jennifer Farrell updated the Board on the progress being made on establishing a Grandparents Day event in September.

Old Business

School Board Survey Results

Alicia discussed the results of the School Board's survey and went over the comments to indicate areas where the Board could continue to improve.

Recurring

Family FAITH Night

Alicia also provided an update on the last Family FAITH Night, held Wednesday, May 4th which focused on St. John the Baptist and was positively received by the school community, based on the survey results taken shortly after May 4th.

Upcoming Key Dates & Announcements

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

- No SJS Board Meeting in July- SJS Board Executive Committee Meeting - Thursday, August 4 - SJS Board Meeting - Monday, August 8

Adjournment

The meeting was adjourned at 7:07 PM, with a prayer led by Alicia.