

St. John the Baptist Catholic School  
School Board Meeting  
November 10, 2016

**Attendance**

*In Attendance:* Mrs. Lewis (Principal), Alicia Detwiler (Chair), Jason Canale (Vice Chair), Ping Fang (Secretary), Ed Martinez (Member), Nikki Rohling (Member), Jennifer Farrell (Member), Sarah Patterson (PTO Rep), Madeline Reyer (Pastoral Council Rep), Mrs. Brenda Villarreal (Assistant Principal)

*Not in Attendance:* Father Phil O’Kennedy

**Call to Order**

Alicia Detwiler called the meeting to order at 6:02 PM and led us in prayer.

**Chair Comment**

Alicia brought up a success week of 9/17 with different SJS Board events. Family FAITH Night had a great attendance and we received 88 valuable survey feedbacks. PR Committee did a wonderful job organizing Grandparents’ Tea event. We can take advantage with these successes to recruit future SJS Board members.

**Roll Call**

No Guests were present for the meeting.

**Minutes**

The October meeting minutes were offered for approval and Jason Canale made a motion to accept the October Meeting Minutes, and was seconded by Nikki Rohling, the **motion carried**.

**Reports**

*Public Relations Committee (Jennifer Farrell)*

Jennifer Farrell provided a written report prior to the Board Meeting. Jennifer provided a summary for Grandparents’ Tea; 13 states were represented with total of 306 guests. Christmas Card Good Will campaign is next event for the PR Committee.

*Development Committee (Jason Canale)*

Jason Canale provided a written report prior to the Board Meeting. No Development Committee meeting was held in September. The Newsletter is planned to include an article on a school alumni and touch on 20<sup>th</sup> Anniversary. Next meeting is scheduled for 10/20/2016.

*Planning Committee (Ed Martinez)*

Ed Martinez provided a written report prior to the Board meeting. During the 9/15/2016 meeting, the Planning Committee worked on revisions to the Exit Survey and survey procedures. Next meeting is scheduled for 10/20/2016.

*Finance Committee (Alicia Detwiler)*

Alicia provided a written report of the Finance Committee prior to the Board Meeting. The Finance Committee discussed the budget during 9/26 meeting and bank accounts were reconciled for August, 2016. August was positive to the budget.

*PTO Report (Sarah Patterson)*

Fall FEST is on 10/15 from 1 – 4 pm instead of 12 – 4 pm this year and setup will start on Thursday 10/13. More cost-effective way to purchase and store mulch still need to be sorted out. One possibility is to order mulch by the truck load and use for school needs then sell the rest. PTO Executive Board has 3 opening positions for PTO Preident, Vice President, and Secretary.

*Pastoral Council Report (Madeline Reyer)*

Pastoral Council is still looking for new members. Volunteer Dinner is scheduled for 11/18.

*Principal Report (Sherry Lewis)*

Mrs. Lewis provided a written report prior to the meeting. Mrs. Lewis provided enrollment details in her report and Family FAITH night survey results were distributed/reviewed during the SJS Board meeting.

## **Old Business**

### Family Service Day

Family Service Day is scheduled for 10/22. Mulch has been ordered; only the playground will need mulching. Jason Canale will prepare Signup Genius for the sign up process. Weeding around the campus is another focus for the Family Service Day.

### 20th Year Anniversary

Alicia discussed the 20th Anniversary ad hoc committee had been formed, 9 people are helping. There are several initiatives planned: "Wrap on the Elevator" is ready for November, 20<sup>th</sup> Anniversary banner will be placed on the website, 20<sup>th</sup> Anniversary pencils will be given out to the students in October, and etc.

## **Upcoming Key Dates & Announcements**

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

- SJS Board Executive Committee Meeting - Wednesday, November 2
- SJS Board Meeting - Monday, November 7

## **Adjournment**

The meeting was adjourned at 6:41 PM, with a prayer led by Alicia.