

St. John the Baptist Catholic School  
School Board Meeting  
February 6, 2017

**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), Sharon Maxwell (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 made mention of things are picking up with different events including GALA and School Board recruitment process.

**Roll Call**

GALA Chairs were in attendance and provided update to the School Board on the status of the event.

**Minutes**

The January meeting minutes were offered for approval and Ed Martinez made a motion to accept the January Meeting Minutes, and was seconded by Jennifer Farrell, the **motion carried**.

**Reports**

*Public Relations Committee (Jennifer Farrell)*

Jennifer provided a written report prior to the School Board meeting. Christmas Card Goodwill Campaign was completed with total of 56 cards. Next event is Discover St. John's K4 and K5 program on January 26 & 27. Planning, invitations, and registration process of Discover St. John's K4 & K5 program are well on the way.

Planning Committee (Ed Martinez)

Ed Martinez provided a written report prior to the Board meeting. No Planning Committee meeting held in November and December. Exit Survey was executed in December and survey was sent out to 33 families. As of January 10, 2017, 10 responses were received and follow up phone calls had been made. The goal is to compile the result of the Exit Survey and set up meeting with Mrs. Lewis prior to the next School Board meeting. Tentative out brief is targeted at February School Board meeting. Next Planning Committee meeting is scheduled for January 19, 2017.

Development Committee (Jason Canale)

Jason Canale provided a written report prior to the Board Meeting. No Development Committee meeting was held in December. Planning for The Newsletter continues, still targeting release during Catholic Schools week. Next meeting is scheduled for 1/19/2017.

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 11/28/2016 meeting and bank accounts were reconciled for October and November. Budget for both months remain positive. Presented a 0.5% increase for the 2017-2018 school year and that was passed on December 7, 2016.

PTO Report (Sarah Patterson)

No Update

Pastoral Council Report (Sharon Maxwell)

No Update

Principal Report (Sherry Lewis)

Mrs. Lewis provided a written report prior to the meeting. She opened her report with an update on the enrollment numbers. Mrs. Lewis discussed Catholic Identity and the new Parish partnership with FORMED, stating all the teachers have established their own accounts. Mrs. Lewis provided an update on personnel, for the Teachers and After-Care. As for the Athletics Program, Mrs. Lewis provided an update pertaining to the Athletic Committee exploring our options pertaining to the HISL and AHSAA. Mrs. Lewis closed by stating she would be speaking at the Mercy Parish Masses this coming weekend.

**Old Business**

Family FAITH Night

Jason Canale provided the presentation on materials for the upcoming February 2nd Family FAITH Night.

## **New Business**

### *K4 Half-Day Program*

Mrs. Lewis introduced the School's plan to initiate a half day K4 Program. Mrs. Lewis provided an overview of the details and costs of this Program, which would be scheduled to start for the 2017/18 school year. The Board asked questions concerning the staffing and logistics of the program, as well as the planned expenses.

### *School Board Member Recruitment*

Mrs. Detwiler reminded the School Board members to bring in potential members to the March School Board meeting, as there will be an overview provided by the Board to prospective Members.

## **Upcoming Key Dates & Announcements**

- SJS Board Executive Committee Meeting - Monday, January 30
- Family FAITH Night - Thursday, February 2
- SJS Board Meeting - Monday, February 6
- St. John's Gala - Saturday, February 11

## **Adjournment**

The meeting was adjourned at 7:12 PM, with a prayer led by Alicia.