

Minutes

In Attendance: Father Michael Wimsatt, Father Loi Pham, Sister Mary Grace, Shellee Godfrey, Kevin Blain, Matthew Hobbs, Emily Graham, Greg Lee, Morgan Barry, Heather Paynter; Visitor: Sam Kiger

- I. Call to Order: The meeting was called to order at 6:00 pm followed by an opening prayer by Father Michael Wimsatt. Roll call was completed via sign-in sheet.
- II. Consent Agenda: A motion to approve minutes from our previous meeting was approved by Kevin Blain and seconded by Matthew Hobbs.
- III. Visitor Discussion: Mr. Sam Kiger was invited to the board meeting to discuss the potential need for an Athletics Committee. Mr. Kiger updated the board on current sports. SJS now has 7 total basketball teams, 3 more than we had a year ago. Swim has started; they practice on Sundays at Etown Swim and Fitness. Archery started after Fall Break and SJS is hosting a tournament soon. With plenty going on, there has been an overwhelming amount of support from parents and staff to help in every way. For example, Mr. Randy Metzel has taken on the responsibilities of the concession stands when SJS hosts. Many parents have donated time and money, some even purchasing uniforms for entire teams. With plenty of people helping, and willing to help, it was suggested by the board that an Athletics Committee be established to formalize processes and support Mr. Kiger in any way possible. The board briefly discussed ideas regarding funding of the athletics program, including fee structure, boosters, sponsors, fund raisers, etc. Ultimately these are items that a committee could help address. Mr. Kiger is going to develop a list of potential candidates for the committee and report back to the board nomination committee.
- IV. General Reports
 - A. Pastor – The spiritual bouquet by the SJS students for Bill Geoghegan’s 101st birthday went very well. Betty Jackson also recently turned 100; students made birthday cards for her. Everyone was moved and impressed by the Veteran’s Day celebration at the school. Father wanted to take another opportunity to thank everyone involved.
 - B. Principal – Everyone has continued to work hard, many good things happening, and everyone is excited about Thanksgiving Break coming up soon.
 - A faculty meeting was held on October 26th. Teachers met in grade span PLCs to analyze Fall MAP data and set goals.
 - LeAnn Nichelsen came on November 7 to visit SJS and observe. She identified many good things going on, as well as things to work on improving. She made special note of the positive relationships among teachers. November 8 was a professional development day in Louisville. Most teachers went to LeAnn’s presentation; some that had attended the presentation previously attended a presentation called, “Bump it Up”.
 - Christine Kelly visited to speak to science teachers about current practices. A new curriculum is being developed for next year. A new science textbook selection will occur in the spring.
 - Sister Mary Grace and Mrs. Godfrey are finishing up observations.

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- Sister Mary Grace attended a principal's meeting in Louisville. KPREP test projections based on Fall MAP scores were discussed. In math, 58% of students across the Archdiocese would score in the proficient/distinguished range; 67% of SJS students would score in that same range. In reading, 67% of students in the Archdiocese would score in the proficient/distinguished range, 73% of SJS students would score in that same range. We are extremely proud of our staff and students for their efforts.
- We have an open house for new and prospective families tomorrow (11.16.22). 25 families have RSVP'd.
- The Knowledge Master academic team had their first competition, winning their first two rounds against St. Joseph's and TK Stone.
- SJS Archery Team won 2nd place at Bethlehem in both elementary and middle school divisions.

Notable Events this Past Month

- First Reconciliation Family Meetings (2)
- Enrichment Events—The Challenge (families), Mad Scientist (students)
- Trunk or Treat
- Red Ribbon Week/Internet Safety Presentation
- Field Trips—4th grade to Mammoth Cave, K to Hinton's Pumpkin Patch
- All Saints Day—All School Mass and Wax Museum (7th grade)
- Book Fair
- Veterans Day (K-2 grade performance)
- St. Vincent DePaul canned food drive

Upcoming Events

- November 30: Advent Penance Service for 3rd-8th grade (6 priests)
- December 8: All school Mass for Immaculate Conception
- December 13: Christmas program-SJS Gym, 3rd-5th grade

- C. Board Chair – Just wanted to thank everyone again for their participation. All committees have met and are off to a good start. Proposal to skip the December board meeting due to the holidays and pick back up in January (all in support).
- D. PTO – The Trunk or Treat was a big success. It was busy the whole 3 hours. Bluegrass Meats sold out and Cone-A-Ice sent PTO a check for \$145 in proceeds. PTO will consider limiting it to 2 hours next year based on feedback. Santa's Shop will begin the week after Thanksgiving, working on volunteers for that now. St. Nicholas will visit SJS on Tuesday December 6 to talk to students and hand out goodies. PTO will be providing Christmas gift cards to teachers to show our appreciation for all they do.
- E. Teacher Representative – The recent professional development in Louisville was very beneficial. We all learned much about engaging our students to the best of our ability. Also want to take an opportunity to thank Stephanie Gendron, Jordan Smith, Jennifer Moran, and Alex Barnett for the work they put into making the Veteran's Day program and Purple Star Award ceremony a huge success.

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V. Standing Committee Reports

- A. Policy and Planning – The committee has had discussion on proposing a policy change/addition regarding parent expectations. Our school manual has a parent partnership statement, and specific behavioral expectations for our students, but nothing specifically for parents/guardians. It may be worth exploring a policy that sets expectations on how families should treat staff members. The goal of this policy would be to simply assist the pastor, principal, and vice-principal if issues arise with parents/guardians. The board agreed that this proposal was worth pursuing.
- B. Finance – Tuition rates were established at the last finance council meeting. Rates for preschool and K-8 will remain the same for the 2023/2024 school year. Budget discussions will start after the first the year for upcoming fiscal year.
- C. Mission Advancement – Heather met with Sister Mary Grace, Jennifer Moran, and Kevin Blain on October 21 to discuss goals of the committee. One short term goal is to help with the Community Breakfast. The committee can help identify potential attendees, and work to match up attendees with 8th graders that have similar career interests. The committee can also assist in making changes that further engage the attendees and 8th graders, with things such as mentorships, mock interviews, one-on-one meetings, etc. The committee met specifically regarding the Community Breakfast and created a list of potential invitees. The list was shared with Jennifer; she will work to match up the list with 8th graders based on career interests.

Another, more long-term goal, is to create a SJS flyer to help parents understand how to afford a Catholic Education and the benefits of investing in a Catholic education. The flyer can identify funding sources such as CEF and SJS tuition assistance. It can also include stats (ex. college attendance, grades, professions, etc.) along with current testing scores. This information certainly has the potential to assist in recruitment and retention.

- D. Buildings and Grounds – Committee had a good meeting to get rolling for the school year. We recently discovered OM manuals for the building, which will be extremely helpful going forward. We're looking to repair or replace the HVAC system in the office area. This area has been repaired several times, may be time to start thinking about replacement. The committee is going to start obtaining quotes to systematically replace components. Working on a maintenance schedule for the major systems in the building. Balancing the HVAC system is also needed. We're working on packaging some small projects, likely with RFPs to solicit bids. Mike Menold has contacts and CMTA Jason Bolds would probably come out and do an assessment. We're also working on some smaller projects, like return vents in the cafeteria.

VI. New Business

- A. Health and Safety Committee – We're still working to formulate a plan for this committee. Rachel Taylor and Noel Kubat have offered to be part of the committee. Kevin Newman, who is also on the Buildings and Grounds Committee, has offered his expertise. In addition, Greg Lee met and did a walkthrough of SJS with Mr. Dennis Dvorjak to review the grounds from an intruder/safety aspect. Greg provided excellent notes from the meeting that can be a great jumping-off point for the committee. In discussing some of the general notes, it was brought up by board members that SJS used to have a detailed safety manual that may address several of items identified at the school visit. We plan to search for that document, and pull together all other SJS health/safety material, and hold a committee "kick-off" meeting to determine goals.

VII. Action Items

- A. Policy and Planning Committee work to draft policy/policy update for review by the board in January.
- B. Identify all SJS health/safety material that we have, hold a kick-off meeting early January.
- C. Nomination committee meet in early January to discuss Athletic Committee members.

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VIII. Closing: The meeting was closed with a prayer by Father Mike Wimsatt. The next meeting is set for Tuesday, January 17th at 6 pm.

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