

Minutes

In Attendance: Sister Marie Hannah, Chris Bauer, Greg Lee, Brandi Lusk, Kevin Blain, Lori Jarboe

- I. **Opening:** The meeting was called to order by Chris Bauer followed by an opening prayer by Sister Marie Hannah. Roll call was completed via sign-in sheet. A motion to approve minutes from our previous meeting was made by Kevin Blain and seconded by Chris Bauer. A motion to approve recent changes to the school board website was made by Chris Bauer and approved by Kevin Blain. A motion to approve recent revisions to the school board manual was made by Kevin Blain and seconded by Lori Jarboe. The board had a chance to review the Draft 2022/2023 School Calendar and discuss. Board would like build-in two snow days, add a potential makeup day May 26. Otherwise, draft budget was approved by the board, Sister plans to send out once edits have been made.

II. Presentations:

1. Sister Marie Hannah gave a thorough presentation on MAP testing. The presentation shared what exactly MAP testing is, how it works, how it allows the teacher to plan and the student to grow, and the potential impact that positive test results can have on the student and the school. Map testing measures how students are performing against a standard. Growth over time is the primary focus. Within the test, patterns develop that guide teachers on where to focus and when. The program produces a family report and student growth summary. This summary goes back to 2020 and will show if your child is high, average, or low achieving, along with their growth. Teachers are meeting with students one on one to help them set their own achievement goals. This testing also helps identify the additional tutoring that may be needed. Sister is considering setting up individual meetings with students to help drive home the importance of the goals. Teachers are communicating MAP results between grade levels, "these are the skills that appear to be lacking when they move up", etc. On professional development days before school starts, teachers can review MAP data and know from previous year results what they need to focus on right off the bat. MAP reporting could be better but provides very valuable information for planning and implementation. Stats are showing positive results in our third year of new math curriculum. Blue Ribbon status is based on 1 of 3 tests (Fall, Winter, Spring), grades 3rd-8th. We're close with the Winter 2022 results, but not there just yet. Sister provided handouts with more information.

The board brainstormed ideas on how to communicate this better to parents and how to build upon what the teachers are already doing in this regard. We're going to work towards adding a video and other content to the "Test Results" page of our website and doing an informational push to parents. Chris proposed the idea of making achievements public, students picture goes on the wall if they meet their goals.

III. General Reports

A. Principal:

1. Snow Make-up Day
Friday, March 11 will be a snow make-up day.
2. EANS I & EANS II Funding & Community Partnership
Terri Lear has been hired for the tutor for 4-5th grade. She will begin next week. The candidate for Math Interventionist is in the final stages of approval. The hope is start on February 21. Other positions that are waiting for

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approval are: Student Services Coordinator, Summer School and Extended Program Director, and Special Education Teacher or Instructional Assistant.

3. A new partnership has been established with Baptist Hardin Health and one of their speech therapists, Andrea Heibert. We hope she can provide in house speech and reading support for students struggling in reading in the intermediate grade levels.
4. Cafeteria - Average sack lunches are 80-90 on sack lunch days. Average 130-150 on hot lunch days. We have hired someone to help on hot lunch days for 1.5 hours. We still need a part-time cafeteria assistant if we are going to grow the program. Finance Council will discuss budget and options for the future.
5. Meeting with Staff for Wages/Salaries Increase - Meetings with each staff member were held January 3-6. The overall tone was very positive. Many staff expressed surprise and gratitude and reiterated that they were not here because of the money, but because they love the school and students.
6. Tuition Assistance and Re-enrollment - The first round for applications closes at the end of the month. A committee is being formed to aid in the distribution of the funds. The finance council has approved \$120,000 for assistance from the Parish. Re-enrollment began Monday, February 14 for current families.
7. Irene Casey Award - Audrey Carney was presented the Irene Casey Award for her outstanding work in supporting students. She was presented the award at the Catholic School's Week Mass by Archbishop Kurtz.
8. Summer Program/Aftercare - We are investigating the possibility of summer school and summer camps. We are in contact with the licensing for childcare to extend our license throughout the summer and to approve more rooms for occupancy. We are also exploring moving our K-8 aftercare to classrooms and operating both preschool and K-8 out of the media center area and nearby classrooms for parent pick up.
9. Catechetical Formation for Teachers - We have partnered with Franciscan University Catechetical Institute Online Programs to aid our faculty in catechetical formation. Hundreds of options will allow for many years and varieties of workshops that teachers can attend. We will apply for credit for the Archdiocesan Catechetical Program so faculty can progress in this certification.
10. Orton Gillingham - This past summer our Kindergarten and 1st grade teachers were trained in the Orton Gillingham, a highly structured approach that breaks reading and spelling down into smaller skills involving letters and sounds, and then building on these skills over time. It is the first approach to use explicit, direct, sequential, systematic, multi-sensory instruction to teach reading, which is not only effective for all students but essential for teaching students with dyslexia. In February, our 2nd and 5th grade teachers will be trained, including the intermediate track for 5th grade. Our primary grades have seen very positive progress with this method.
11. Goals & Faculty Committees - Last semester the faculty gave feedback on a brief survey. They were given the feedback and worked in collaborative groups to analyze data and formulate goals that we, as a staff, will work towards. The goals include forming a committee for the schedule, updating the writing/reading curriculum, providing more collaboration time. Faculty committees will be formed to help accomplish these goals and to build leadership amongst the staff.

B. Pastor: No report

C. Board Chair: Black and White Knight – The sponsorship raised \$7,500.00 and the auction items to benefit B&W was \$2,130, for a total of \$9630 to benefit the Black and White Knight fund. Thank you for your support!

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D. PTO:

1. We had a successful week... Thank you to the CSW committee, PTO, Jennifer Moran, Alex Barnett, Jen Coen and all involved in making it a success. It was cut short due to snow.
2. From the Black and White Knight, Funds Raised to Benefit PTO = \$11,540
3. The PTO scholarship application process will open March 1, 2021. Check out the PTO page on our website for more details.
4. Morgan Berry will be the new president starting next year.
5. The PTO has a few openings that need to be filled. If you know of a parent that might be interested or would be a good fit, please send them to Brandi Lusk (270-668-8384, blusk@theluskgroup.com)

E. Teacher Representative: No report

IV. Standing Committee Reports

1. Policy and Planning:

See Open Forum Discussion below.

2. Mission Advancement:

No Report

3. Finance:

- a. Kevin Blain updated the board on parish budget discussions. Draft budget will be reviewed at the March Parish Finance Council Meeting. Kevin solicited the group to share any budgetary needs for the upcoming year.
- b. Committee is reviewing three options to provide transportation to Meade County families. We anticipate the options to be finalized for board review by March board meeting.
- c. Finance Committee members will be assisting with Tuition Assistance review.

4. Building and Grounds:

- a. All of the damage caused by the lightening strike has been identified and repaired.
- b. Committee is meeting soon to work on budget items
- c. Committee is working on a SJS Maintenance Manual to help identify expense, short and long term projects.

V. Ad Hoc Committee Reports

A. Nominating

1. Sister sent out an advertisement for parents that might be interested in serving on the board in the Mission Advancement and Policy/Planning.

B. Safety: No Report

C. Health: Reviewed proposed COVID protocols and concurred with direction SJS is moving (see more below)

D. Blue Ribbon: No Report

VI. Other Business

- a) The Knights of Columbus are going to hold their Lenten Fish Frys at St. James School this year. Through a generous donation we were able to purchase a trailer with broasters, similar to what we used at the Parish Picnic. This trailer and equipment will be used to benefit the entire St. James community, including the parish, the school, and the Knights. We're advertising the fish frys in the parish bulletin, flyers, yard signs, add in the Record, SJS newsletters and social media, and on Knights Facebook page.
- b) The updated COVID-19 protocols from Kentucky Department of Health were shared by the archdiocese. The School Board discussed at length the proposed model, the quarantine protocols, and the recommended Archdiocese COVID decision matrix. The board supports the mask-optional policy as detailed by the Kentucky Department of Public Health, including the contract tracing, isolation, and quarantine guidelines. This will be implemented on

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Tuesday February 21, 2022. This model and guidance will allow parents to make the best choice for their child regarding masking, while also providing protocols to reduce the spread of infection and keep us in the classroom.

- c) We are having a "Knight" of News on the evening of March 22, 2022. We will be encouraging all parents and staff to attend. Father, Sister, Committee Chairs, and PTO will prepare short presentations to provide updates on everything SJS has accomplished over the last couple of years, what we're working on now, and what lies ahead. We will ask everyone to participate in a survey with three simple questions: What do you like about SJS? If you could change one thing in the school what would that be? If you could add one thing to the school's program, what would that be? Results of the survey will be a future Board agenda item, and topics suitable for the Board will be discussed and communicated to all. Committees will be set up at tables after the presentations to chat with parents and teachers. We're excited. This will be the first school-wide meeting we've had in a long time, and we plan to start having them twice a year. We have ideas for it to grow into more all-encompassing gatherings that could include much more.

VII. Visitor Comments:

A. None

- VIII. Closing:** Sister Marie Hannah closed the meeting with a prayer. Our next meeting is set for Tuesday, March 15, 2022.

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