



February 28, 2023  
6:00PM – 7:00PM  
SJS Art Room

## Minutes

In Attendance: Sister Mary Grace, Kevin Blain, Matthew Hobbs, Emily Graham, Morgan Barry, Greg Lee, and Lori Jarboe.

- I. Call to Order: The meeting was called to order at 6:00 pm followed by an opening prayer by Father Mike Wimsatt
- II. Consent Agenda: A motion to approve minutes from our previous meeting was approved by Greg Lee and seconded by Matthew Hobbs.
- III. Visitor Discussion: No visitors
- IV. General Reports
  - A. Pastor – Catholic Schools week went well. Heard a lot of compliments on the Black and White Knight. The first Lent Fish Fry by the Knights of Columbus went well, with over 370 meals served.
  - B. Principal
    - Everything is very busy but going well. We continue to focus on increasing the faith for students and families.
    - First Communion classes start soon
    - Family Life Sessions for 5<sup>th</sup> graders are beginning in March.
    - 7<sup>th</sup> and 8<sup>th</sup> graders Family Renewal Project was held to further form parents and students in family life. Focus on salvation history. This has been well received by parents and students. Have one more session coming up soon.
    - Excited about “40 Hours”, which is Eucharist Adoration, prayer, and procession starting Thursday, March 30<sup>th</sup> 5PM until Saturday, April 1 5PM. Academics are going well. Winter MAP went well. Growth across all the grades. Math and 67percent distinguish and proficient. Reading 72 percent. 6 of 12 met the cutoff, 4 were only 1 point away, one 2 points away, the others 5 points away. Leann Nicholson is coming back next week for another 2 day visit. Workshops, observations. Spring observations have began. Sister and Shelley split up the teachers. Enrollment update: reenrollment is finished, the only ones that didn’t reenrolled due to military. Only one 5<sup>th</sup> that didn’t register to 6<sup>th</sup>. Only 4 preK didn’t sign up for K. March 8 is new student assessments and K assessments. K and 4<sup>th</sup> will have waiting list. More than 50 for each. Sister and Jennifer are working on a communication survey, working with heartland communications. Brainstormed questions...what source of info do parents receive, what is most helpful, what is the best ways to receive it. How to parents use the website. How do parents rate responsiveness and pro-active. How well informed do you feel. Suggestions.
    - Draft calendar. Full day on the PT Fridays, only 3 days Thanksgiving. Match breaks with Etown and Hardin.
  - C. Board Chair
    - Updated them on Health and Safety
  - D. PTO

CULTURE

COMMUNICATION

COOPERATION

COMMUNITY

Saint James families and staff, in partnership with our priests, parish and neighboring communities, inspire our students to:

~Be disciples and evangelize to others who may not know Christ or His Church~

~Become responsible leaders in service to others~

~Foster a love for life-long learning~

~Enter young adulthood as people of integrity, virtue and holiness~

- Muffins with Moms March 7
- Donuts with Dads March 21
- Scholarship link is posted for high school seniors. Committee will review. Deadline is March 31. Will be in email and bulletin, social media, Olivia Devorjak. High school seniors that went to SJS or active at St James. 250 word essay.
- School gym floor, PTO is cover the \$20K additional needed to resurface the gym floor.

E. Teacher Representative – Not present

#### V. Standing Committee Reports

- Policy and Planning – The board briefly discussed a potential absentee policy review. The committee plans to draft a policy for consideration, including a form that parents can complete for educational trip approvals.
- Finance – Greg Lee had a contact that performed an assessment and estimate for upgrading the lighting in the parking lot. With his proposal, we'd be able to keep the structure/poles, and would just be upgrading the heads. Andy will determine who will install them. Should be a quick turnaround.

Teachers were asked to complete the “intent to return” form. Their salary for 23/24 school was presented to them.

Grandparents club has money to upgrade/redesign safety camera system. We will ask Kevin Newman and the safety committee to work with Andy on a plan.

- Mission Advancement – Heather couldn't be here. Disappointed about community breakfast cancellation. Going to work with Jennifer on flyer/recruitment document.
- Buildings and Grounds
  - Gym floor \$30K during the summer. Resurface the floor with better striping
  - HVAC bid is ~\$40K. Replaces one big unit and integrates current controls.
  - Air wall is ~\$35K
  - Leak on the fire protection that we may need to be looked at.
  - Kentucky Gives in May – Security and Safety may be a good thing to raise money for

VI. New Business – Lori asked about an 8<sup>th</sup> grade trip. Meeting on that soon. More to come.

#### VII. Action Items

- Policy and Planning Committee research absentee policies.
- Security Cameras.
- Be thinking about FY23/24 budget needs

VIII. Closing: The meeting was closed with a prayer by Sister Mary Grace. The next meeting is set for Tuesday, March 21 pm.

CULTURE

COMMUNICATION

COOPERATION

COMMUNITY

Saint James families and staff, in partnership with our priests, parish and neighboring communities, inspire our students to:

~Be disciples and evangelize to others who may not know Christ or His Church~

~Become responsible leaders in service to others~

~Foster a love for life-long learning~

~Enter young adulthood as people of integrity, virtue and holiness~