

Minutes

In Attendance: Sister Marie Hannah, Kevin Blain, Lori Jarboe, Matthew Hobbs, Chris Bauer, Duane Kristensen, Chris Thompson, Sam Kiger, Brandi Lusk

Absent: Father Loi Pham, Father Michael Wimsatt, Danika Peak

- I. Opening: The meeting was called to order at 6:07 pm 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 approved by Kevin Blain and seconded by Matthew Hobbs. An introduction of visitors was conducted, including Sam Kiger and Chris Thompson. A review of last meeting's Old Business was conducted. A summary of the revised visitor agenda in the manual was shared to include removing the 2 week notice for a visitor to request an audience, making the meetings open to the public, using the school board section of the website to share topics being reviewed by the School Board and to allow requests/topics of interest and contact information to be vetted by the Board Chair. The Board agreed that a hyperlink should be provided for any areas "not appropriate for the School Board" on the School Board page to guide individuals to needed information. Chris made a motion to move the visitor comments to the top of the agenda. Kevin Blain approved the motion. The motion was seconded by Lori Jarboe.

II. Presentations:

A. Sports Update (Sam Kiger and Chris Thompson)

1. Sam discussed his role as the physical education instructor and Athletic Director. He discussed wanting the children to love sports as well as participate in them. An overview of the volleyball, cross country, tennis, basketball, and archery programs was discussed in light of sports having been cancelled last year for COVID.
2. SJS is hosting a home tournament on Thursday, November 18-19. Our archery team has 76 archers and there were around 400 archers signed up for the 10 meter tournament. SJS is also planning a January 10 & 15 meter state-qualifying tournament.
3. He discussed the school's decision to participate in the Nelson county league, having A and B divisions.
4. Girls volleyball numbers are up, but 4-8th grade basketball numbers are down. The goal is to spark interest in younger students who will then be interested in playing through 8th grade.
5. Swimming starts in January. We still need a coach. We participate in the CSA League in Louisville. There are 15-20 interested swimmers.
6. A goal is to reinstate the sports Mass at SJS for our athletes and their families, also generating interest from the parish families.

III. General Reports

A. Principal:

1. Sister Marie Hannah participated in a Principal's meeting last Tuesday. Topics of discussion included updated COVID guidelines, including possibly providing a rubric to assist schools in making more local decisions.
2. She is considering the possibility of a move back to the cafeteria, but must consider music class and the need to social distance. There is also a need for volunteers in the cafeteria. She will work with Jordan Smith and make a decision before Christmas break.

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~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~

3. Upcoming events: Knowledge Masters, 6th Grade Showcase (December 4th), First Reconciliation sacrament, 11/19 Middle School Career Inventory with Central Hardin counselors, Thanksgiving Break, Thanksgiving meal drive-through and community home delivery, 8th graders trip to EC3 on 12/01, 8th graders shadowing at Catholic High Schools (Bethlehem & Saint Xavier), Kindergarten preview 12/09 (in-person this year), 01/03/22 Professional Development Day
4. EANS 2: New round of funding is expected which should extend beyond 2023. SJS received about 300K in the first round of funds, which has been used to provide tutoring (Amy Baldwin's new position). The Learning Coordinator position may come out of extra funding. Sister shared that the technology plan is up for review in 2022. In April/May our plan is to follow the cycle to replace computers. SJS could benefit from 10K of new computers. We still have about 20K left from Black and White Knight funds. We replaced 10, but if we can replace an additional 10 computers, we will be on a cycle to replace 10 computers per year. (See D. for subcommittee information on technology replacement.)
5. The Knights of Columbus want to move the Fish Fry events to the SJS campus after January. Danny Patterson is dialoging with Father about a Chicken Truck option for SJS.

B. Pastor: Conflicting Meetings this date; No report

IV. Standing Committee Reports

A. Policy and Planning:

1. Still seeking a new Chair since Chris has assumed the role of Board Chair; Sister shared that candidates will be filtered through the Executive Committee then to the Board as a whole for replacement of Committee Chair positions.
2. Board Member Training: Chris asked if this is available; Sister is exploring options
3. Chris expressed the need for additional volunteers for the school and mentioned Safe Environment Training

B. Mission Advancement:

4. The committee met last on September 14th and shared its top goals of outreach to local Catholic Parishes (i.e., through social media, ambassadors) and transportation possibilities to increase YOY enrollment via procurement of a school bus with Sister and the finance committee.
5. Still seeking a new Chair since Lori has assumed the role of Board Secretary; Sister Shared that candidates will be filtered through the Executive Committee then to the Board as a whole for replacement of Committee Chair positions.

C. Finance

1. Committee did not meet, but Kevin Blain and Greg Lee worked with Parish Finance Council and Jennifer Moran on 2022-2023 Tuition Rates. Kevin distributed rate sheet at the Board Meeting. Kevin also distributed November 2021 School Financials, showing we are approximately 59K under budget for Total School Expenses, about 13K under budget for Pre-School and After School Care Expenses. Kevin also distributed the financials for the Cafeteria. On average there are approximately 150 students participating daily when there is a hot lunch and about 90 student participating on sack lunch days. YTD the Cafeteria has \$18,926.65 in income with \$11,905.21 in expenses, net profit of \$7,021.44. The Finance Committee has also been working closely with the Parish Finance Council on SJS employee salary reviews. Finally, Kevin Blain followed up on the potential of providing transportation for our families in Meade County. A committee was formed to research this project with a goal of implementing next year. Upcoming topics include looking into tuition assistance for the upcoming school year (usually about March). No further action is needed from the Board at this time.

D. Building and Grounds (Matthew Hobbs, Duane Kristensen)

1. Summary of activity: Working on lightning damage to school, working on recurring budget items for next year's budget
2. Upcoming projects: Create/Update the school's maintenance manuals
3. Subcommittee Report: Technology: Duane stated we have to consider a percentage of ongoing computer replacements vs. the possibility of spikes of forced computer replacements. The committee is also looking at phones, SmartBoards, switches, Chromebooks. Duane shared that ChromeBooks should need to be replaced about every 3-4 years, Desktops every 4-5 years, and printers and monitors as outliers for the cycle. Kevin added that the annual budget (July start) should keep an annual replacement budget for technology. He stated Black and White Knight funds should only have to be considered for needs over and above general maintenance.

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E. PTO

1. Brandi reported there is a Papa John's fundraiser on Thursday, 11/18.
2. Red Ribbon Week was a great success. Canned food was donated to St. Vincent DePaul food pantry (double-stacked boxes in a truck bed).
3. Santa Shop is set for 12/1-3. Emails/Texts and social media updates have gone out to families to assist SJS staff with reminders. PTO feels confident guidelines are in place to allow social distancing and little contact to stay safe during the event in light of COVID.
4. Saint Nick will be sharing his story and visiting classrooms this December. PTO will hand out student treats and staff gifts.
5. Alex has started working with the students on Catholic Schools Week projects for the Black and White Knight auction. Lori Heiwig and committee have started working on auction baskets.
6. SCRIP program: very successful for other school districts; PTO has been working towards increasing participation in our SCRIP program. PTO is researching opportunities to maximize this program. November 18-19 is Thanks-SCRIPTing, with a percentage increase for rewards.

F. Teacher Representative: No report

V. Ad Hoc Committee Reports

A. Nominating

1. No further notes; Last meeting Father Michael Wimsatt and Sister Marie Hannah suggested that the Executive Committee serve as the nominating committee for the time being and evaluate if a separate committee would be beneficial in the future.

B. Safety: No Report

C. Health: Sister discussed COVID strategies (see above)

D. Blue Ribbon: No Report

VI. Action Items

- A. Executive Committee should set a time to discuss open committee chair positions with Sister Marie Hannah to vet potential candidates to be presented to the Board.
- B. Committee reports should continue to be completed on provided templates and brought to Board meetings as part of the minutes.
- C. Evaluate options for requests for additional information from the school and parish communities to the Board and hyperlinks for information outside the Board's scope.
- D. Explore adding a Sports Mass for our school athletes and their families.

VII. Visitor Comments:

A. None

B. This section will be moved to the top of the agenda starting in December.

VIII. Closing: Sister closed the meeting with a prayer. Our next meeting is set for Tuesday, December 14.

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