

**School Board Meeting Minutes**

Monday, February 12, 2024 ~ 6:45 pm

**6:47 p.m. - Call to Order**

**Opening Prayer -**

**Present:** (Katey Johnson, Larry Kassuba, Andrew Havens, Al Havens, Jeff Marshal, Stewart Smith, Olga Albert, Susie Weick)

**Absent:** Mark Warner, Daniel Rivera

**Review Mission (Katey):** St. Charles Borromeo School is a Catholic community of faith, academics and service for all.

**Review Vision (Katey:** St. Charles Borromeo School is a Christ-centered, accessible and quality educational

 community that prepares the whole child spiritually, intellectually, socially and culturally.

**Review of February 12th agenda** (motion to approve): School Board (Stewart, Jeff, All in favor)

**Review of January 8th minutes** (motion to accept): School Board (Al, Andrew, All in favor)

**Open Floor (**Parents, Parishioners, Student Guests, none present)

**Principal Update** - Margaret

* Margaret is reaching out to colleges in the area to pursue one or two student teaching applicants
* Katey will reach out to MaryBeth Taylor as a possible principal candidate
* Katey will ask Karin and Fr. Jim who is searching for principal candidates, and ask if we are using any sort of company like “Indeed” to help with the search. Al said he spoke with Dave Faber at the Catholic Schools Week Community Breakfast and Dave said he would have a list of names to the parish in a week.

**7:00 p.m. - Old Business -** updates of subcommittee work since last board meeting

1. **Mission Effectiveness -** Margaret (none)
2. **Committee on Directors -** Jeff, Larry, Al (none)
3. **Planning and Policy** - Daniel, Margaret, Amy Norton (none)
4. **Building and Grounds -** Andrew, Daniel
	1. External Signs - Front Entrance, Activities Building, Upper Lot, vinyls are on Serve-A-Thon list
	2. Interior Signs - (Jeff) Will have an update next meeting.
	3. Awning Project - will have an estimate in 4 weeks
	4. Upstairs bathrooms - #1 on Serve-A-Thon prioritized list. Waiting for an estimate. GACF grant?
	5. Hallway Ceiling - Are there “maintenance” funds available for replacing tiles and painting?
5. **Finance -** Larry, Olga, Roberta
	1. Larry - 91 K-8 students in the budget, 15 for preschool, registration $90 per student
	2. Single Current $3,900, $4,300 for all students
	3. Two students $6,500, $6,900
	4. Three or more students $7,500, $7,900
	5. Olga moved to have one rate, Jeff second Vote: 4 in favor, 3 against
	6. Al moved for tuition rates to be $4,300 for one student, $6,900 for two and $7,900 for 3 or more. Larry second, all in favor.
6. **Development -** Katey, Susie, Roberta, Stewart
	1. Serve-A-Thon is in progress and ends February 24th with a Donor Appreciation Brunch. A team of callers are reaching out to potential donors. Reach out to family, friends, alumni and parents of alumni. Share the link on our website.
7. **Marketing and Communications** - Katey, Mark, Olga, Stewart
	1. Apparel store is ready!
	2. Preschool and Kindergarten Open house February 27th 5:30 pm to 6:30 pm - Katey will reach out to area preschool and daycares.
	3. Enrollment geofencing/redirecting campaign - Katey will obtain what funds are left from Margaret.
	4. Market our Half Off Tuition Scholarship to current school families
		1. Katey will make a promotion for current and and potential school families

**7:15 p.m - New business**

1. Al motioned: Add a grant writer report to our agenda each meeting. (Larry second, All in favor)
2. Margaret will report the tuition assistance by county information.
3. Katey: Please consider assisting with Serve-A-Thon Donor Appreciation Brunch and enrollment season (marketing, open house, etc.)
4. Do we need another budget meeting? Yes. January 27th 9:30 am
5. 7th/8th grade teacher and principal search? Create a team to headhunt? Katey will reach out to the parish office to see what their plan is.
6. Subcommittee Work - meet prior to next school board meeting, if necessary

**Closing Prayer:** School Board

**Adjourn** (motion required) Larry, Al Olga (all in favor)

**Next Board Meeting: Monday, March 11th at 6:45 pm**