

## School Board June Meeting Notes

June 29, 2025

### Attendees & Absences

- Present: Father Mark, Mr. Keith, Amy, Deacon Dan, Paula Proffit, guest Felicia Reichert
- Absent: Matt Schroeder, Patrick Stump, Mickey Elvie, Brian Spears, Troy (notified absence)

### Opening & Approvals

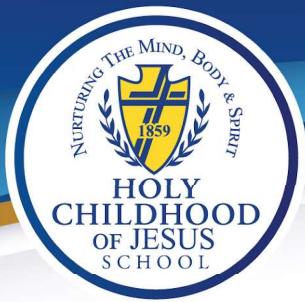
- Meeting opened with prayer.
- Approval of last month's (May) minutes taken via AI note-taking software, with trial of new technology discussed and approved.

### Minutes & Note-Taking Process

- Ongoing evaluation of using AI for meeting minutes.
- Pending diocesan superintendent (Sarah Lammon) feedback on acceptability of AI-generated minutes as official records.
- Plan: Continue using AI-generated notes, with manual supplementation as needed. If not approved, revert to traditional note-taking and designate a backup secretary. - Commitment to improved consistency and web posting of minutes starting August.

### Board Member Roles & Recruitment

- Board turnover noted; need to recruit new members as several terms are expiring. - Felicia Reichert attended as a potential new member.
- Board clarified responsibilities, especially regarding the upcoming church picnic and other annual commitments (e.g., fish fry, dinner auction).
- Still seeking at least one more new board member.



- Discussion about handling board member deployments (e.g., Brian Spears) and holding positions open during absences.

## **Upcoming Meetings**

- Two August meetings proposed:
  - August 4: Special meeting to prepare for the church picnic (tentative; will confirm via email).
  - August 28: Regular monthly board meeting (moved from August 21 due to scheduling conflicts).
- No meeting in July.

## **Financial Assistance & Enrollment**

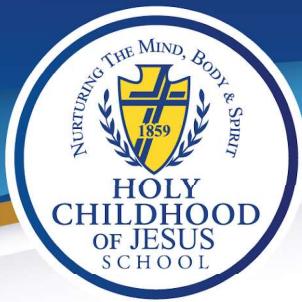
- 20 families currently receiving endowment-funded financial assistance. - Enrollment: K-8 at 136 students; preschool/pre-K at 52; total enrollment 188. - Strong enrollment in early childhood programs seen as critical for future growth.

## **Aftercare Program & Rates**

- Aftercare rates increased by \$2 last year; decision made to hold rates steady for the coming year, with plans to increase again the following year. - Program currently running at an \$8,000 deficit (payroll & snacks). - Participation remains high, but location and operational logistics are a challenge. - Further benchmarking against other local programs planned.

## **Empower/ECCA Financial Aid Update**

- Empower program (school choice/tax credit) status unclear at federal level; not planning changes for coming year.
- Endowment committee continues to provide vital financial assistance as Empower remains unavailable.



## **Three-Year Plan Timeline**

- Request for board member(s) to help with updating and reviewing three-year strategic plan (template available in Google Drive).

## **Maintenance & Cleaning**

- Need for new maintenance director and evening custodian due to staff changes. - Interim summer cleaning handled by Tiffany Simon and Caleb Spears. - Exploring outsourcing some cleaning tasks to Absolute Cleaning (awaiting quote). - Will advertise for both maintenance and custodial positions soon.

## **Faith Formation & School Theme**

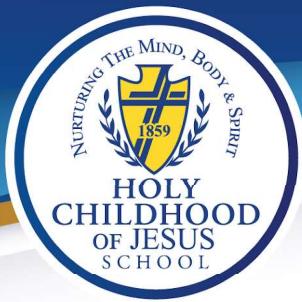
- Upcoming school theme: "Praise Him, Sun and Moon; Praise Him, All You Shining Stars" (space/light motif).
- Preparations underway for related activities and decor.
- Back-to-school bash (August 7) to include both school and parish children, with community prayer focus for student safety.
- Mass and prayer service set for after 8AM Mass on August 15 (Assumption of Mary).

## **Technology**

- New Chromebooks for 6th graders; each student keeps device through 8th grade. - Device breakage policy reviewed.
- Laptops and Chromebooks to be funded via Title I if possible, preserving technology budget.

## **Facilities**

- Long-term discussion of building addition to accommodate larger class sizes (K-4/5). No action planned for this year; options under review.
- Considering upgrading security cameras, specifically to add outdoor coverage; to be funded via Title I if possible.



- Proposal to install donated turf in muddy play area discussed. Decision pending cost, donation, and future building plans.

### **Upcoming Events & Calendar Highlights**

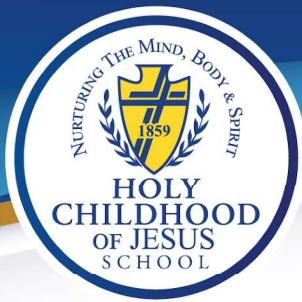
- August 7: Back-to-school bash
- August 10: Backpack blessing (tentative, also "send-off" for college students) - August 11: Preschool popsicle party and open house (per calendar; to confirm exact date in newsletter)
- August 12: New family dinner (5:30PM) followed by school open house - August 13: Teacher in-service
- August 14: First day of school (early dismissal)
- August 15: First full day, Mass (Assumption)
- Church picnic, fish fry, and other annual events reviewed; board members will coordinate responsibilities in August meeting

### **Questions, Decisions, and Action Items**

#### **Key Decisions:**

- Approval to continue AI-assisted minute-taking, supplemented by manual notes as needed.
- Scheduled August meetings: August 4 (special picnic prep) and August 28 (regular meeting).
- Hold aftercare rates steady for this year; revisit next year.
- Proceed with advertising for maintenance/custodial positions while awaiting outsourcing quote.
- Plan for technology purchases using Title I funds.
- Mass/prayer service after 8AM Mass August 15.

#### **Open Questions:**



- Awaiting diocesan feedback on AI minutes.
- Details and confirmation of August event dates (to be emailed/newsletter). - Final decision on turf installation pending more information on cost and donation. - Continued search for at least one additional board member.
- Possibility of using a temporary substitute for board members on extended leave.

**Action Items:**

- Tim to meet with diocesan superintendent about official minute-keeping method. - Tim to send out August meeting dates for confirmation.
- Follow-up with Tiffany on aftercare participation and benchmarking. - Proceed with advertising for maintenance director and evening custodian. - Gather turf cost/donation details and present to board.
- Send summer and July newsletters with event updates and reminders. - Continue board member recruitment efforts.

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Next meeting:\*\* August 4, 2024 (special), August 28, 2024 (regular)