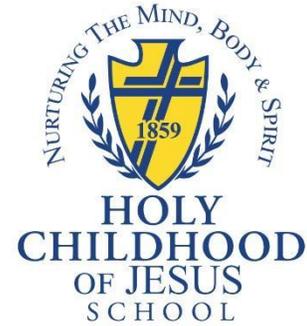


Holy Childhood School
Advisory Board Meeting Minutes
Date: January 15, 2026
Time: 6:30 p.m.



I. Call to Order and Opening Prayer

- A. Meeting called to order at 6:30 p.m. by Board President Mike Brennan.
- B. Opening prayer led by Fr. Mark.

II. Roll Call

A. Members Present:

- 1. Fr. Mark
- 2. Principal Tim Keefe
- 3. Board Members: Mike Brennan, Paula Proffitt, Deacon Dan Cozzi, Felicia Ryckert, Brian Spears

B. Members Absent (Excused):

- 1. Amy U.
- 2. Troy G.
- 3. Mr. McClenney

III. Approval of Previous Minutes

- A. Previous meeting minutes were available on Google Drive.
- B. Corrections requested for name spellings (e.g., Proffitt – two f's and two t's; McClenney; McLellan).
- C. Motion to approve previous minutes with noted spelling corrections.
 - 1. Motion carried.

IV. Principal's Report

- A. Principal Evaluation

1. Diocesan principal appraisal forms distributed to board members.
2. Forms also available as fillable documents on Google Drive.
3. Completed evaluations due to Fr. Mark by January 31 to meet diocesan deadlines.

B. Enrollment and Registration (2026–2027)

1. Online re-enrollment for 2026–27 is open through December 2026.
2. Initial text notification contained an incorrect school year (24–25); error has been corrected.
3. Separate communication sent to PK3 and PK4 families due to higher enrollment demand.
4. Current families asked to complete re-enrollment by March 1 to guarantee placement, especially in early childhood.
5. Enrollment for new families opens March 1; priority given to siblings and alumni families.
6. Several re-enrollments received immediately after the email announcement; additional applications expected through spring and summer.

C. Faith Formation and Catholic Schools Week

1. Catholic Schools Week committee: Mrs. Timberman, Mrs. Beck, and Mrs. Paquin.
2. Catholic Schools Week scheduled for January 25–31.
3. Week opens with Sunday Mass and Open House, typically well attended by younger families and prospective PK families.
4. Each grade (often combined) participates in a service project (e.g., PetSmart collections, Brightly, etc.).
5. Week balances fun activities with continued faith formation and service focus.
6. Friday includes a large school/community event; Saturday trivia night supports 7th/8th grade trips to Springfield (this year) and Washington, DC (next year).

D. Curriculum, Instruction, and Professional Development

1. In-service day scheduled for February 13, aligned with Mascoutah's schedule.
2. Focus: establishing a guaranteed and viable curriculum using four PLC questions:
 - a. What do we want students to learn?
 - b. How will we know they have learned it?
 - c. How will we respond when they haven't learned it?

- d. How will we respond when they already know it?
3. First phase will prioritize curriculum standards (“What do we want students to know?”).
4. Future PD years will focus on assessment and differentiation/enrichment.
5. 8th grade teachers are meeting with Mascoutah High School staff to reverse scaffold curriculum to high school expectations.
6. Goal: by summer, curriculum scaffolded and aligned for 2026–27 and beyond.
7. Renaissance (STAR) testing in reading and math occurs three times each year (fall, winter, spring).
 - a. Winter testing window closes next Friday.
 - b. Sample student growth reports (names removed) were shared with the board.
 - c. Discussion on using Renaissance data, IXL summer work, and Iowa scores to inform instruction while supporting growth mindset and executive functioning skills.

E. Athletics and Extracurricular Activities

1. Boys basketball team won the diocesan Single A championship at Althoff; strong community attendance.
2. Team to play for SIJHSAA championship on Friday; a win advances directly to state.
3. Volleyball season beginning; meetings for younger grades underway while basketball concludes.
4. Principal to convene an athletic program meeting (target March) to examine:
 - a. Overall direction of the athletic program.
 - b. Participation trends and consistency of offerings.
 - c. 3–6 year vision for strengthening the program and leveraging facilities and family support.

F. Personnel

1. Ms. Hill retired in December; Mrs. Stumph has assumed the Art position and Friday enrichment for 1st grade.
2. Transition has been smooth due to her familiarity with the school and students.
3. Principal has met with Mrs. Paquin to discuss the future of the 1st grade position and ensure a strong handoff.

4. An elementary teaching position will be posted around February 1 in the diocesan job bank and parish/school newsletters.

5. Position will be listed as “elementary” to allow flexibility in grade-level assignment.

6. Several diocesan candidates have expressed interest and will receive first interview consideration.

7. Board discussion:

a. Importance of recruiting from outside the immediate parish community to broaden the pool.

b. Maintaining diocesan expectation that, all else equal, practicing Catholic candidates are preferred to support Catholic identity.

8. Principal noted ongoing teacher recruitment challenges across the diocese and desire to maintain a high percentage of Catholic faculty.

G. Facilities

1. Gym Floor

a. Small defect near the lane by the stage was repaired by the original flooring company.

b. Maintenance director Alex observed the repair to replicate similar work in-house if needed.

c. First paid repair since floor installation in 2016.

2. Roof Access

a. Current access requires ladders through locker rooms to a roof hatch.

b. Working with contractor/parishioner Matt Athy to install a permanent exterior ladder from the lobby roof to the gym roof for safer access.

3. Turf Project

a. Middle school football field turf is being removed; Holy Childhood offered used turf at no cost.

b. Concept: use turf in the high-traffic PE/recess area near the office/volleyball net and possibly in the Gaga pit.

c. Mr. Young has agreed to store turf until installation is planned.

d. Administration (including Alex, Mr. Killian, DMS) will explore minimal substructure and anchoring needed to make turf safe and durable.

e. Board raised concerns about high traffic (recess, fish fries, parish events) and potential for rapid wear or staining.

f. Project remains exploratory; will proceed only if costs are modest and expected lifespan is reasonable.

4. Playground Surface

a. Teacher/parent concerns about pea gravel mess and rocks tracked into classrooms and cars were acknowledged.

b. Previous study of poured-in-place rubberized surface estimated cost around \$75,000 and raised concerns about heat and fall impact from height.

c. Pea gravel remains the most practical and safe option at this time, despite its inconveniences.

H. Finance and Tuition Assistance

1. Principal, Fr. Mark, and Mary to meet to set 2026–27 tuition rates and financial aid structures.

2. Discussion topics:

a. Comparison of Holy Childhood tuition with other diocesan schools and local market.

b. Balancing competitive tuition with financial sustainability and accessibility for families.

c. Role of existing scholarships (Miller–Herl, DeCourcy) and general tuition assistance fund.

d. Potential use of the Annual Fund to support tuition assistance and reduce reliance on the endowment.

3. Principal preparing a one-page Financial Aid Overview summarizing:

a. Miller–Herl Scholarship

b. DeCourcy Scholarship

c. General financial aid via FACTS assessment

4. FACTS recommends aid percentages based on income, debt, and other data; Holy Childhood currently uses tiered percentages (e.g., 80%, 60%, 40%).

5. Principal requested three years of detailed expense data from Mary by line item to inform 2026–27 budget planning.

6. Maintenance budget is over initial allocation, but variance is accepted due to proactive, necessary work and emphasis on preventative maintenance.

I. Technology and Communications

1. Some board members reported difficulty accessing Advisory Board documents on Google Drive.
2. Principal offered to provide hard copies at meetings as needed.
3. Advisory Board section of school website is out of date:
 - a. Vice president and secretary information incorrect.
 - b. Minutes not posted since September 2025.
4. Action Item: Principal will work with Jon to update officer information and upload current-year minutes.

J. Parent and Community Engagement

1. Principal thanked HOPE organization for a well-attended skating party.
2. GooseChase family initiative continues to provide structured, off-screen, faith- and community-building activities for families.

V. Old Business

- A. Ongoing discussion regarding playground surfacing (pea gravel vs. alternatives).
- B. Need to keep Advisory Board web page updated with correct officers and posted minutes.

VI. New Business

- A. No additional new business brought forward.

VII. Next Meeting

- A. Next Advisory Board meeting scheduled for Wednesday, February 19 at 6:30 p.m.

VIII. Closing Prayer and Adjournment

- A. Closing Prayer for Vocations led by Fr. Mark.
- B. Meeting adjourned at _____ p.m.