

May 16, 2019

## Advisory Board Meeting Agenda

### 1) Call to Order 7:02PM

### 2) Opening Prayer

### 3) Pastor's Report

- a) Wiring for the security cameras and WIFI is 98% complete. Once finished, there will be 69 cameras inside and 36 outside. Holy Name has the funds set aside to purchase the cameras and the goal is to have all in place before the beginning of the next school year.
- b) "To Teach Who Christ Is" campaign has raised roughly \$275K. Next project will be to construct ADA accessibility to the front of the church. The goal is to have that completed by Fall 2019. Once that is completed, work will be started to obtain bids, Arch approval and installation of new windows for the school.

### 4) Principal's Report

- a) Teachers have met with consultants from Catapult Learning Agency to increase literacy effectiveness in all grade (reading, language arts, writing, speaking, etc). Focused on building skills, standards and the transition from super kids to the next program. The goal is to implement this plan during the 2019/2020 school year.
- b) In Fall 2019, St Gerald's is seeking to partner with a nearby school for teacher training on implementation of a 1:1 device program in grades 6, 7, & 8. The goal is to implement this by 2020.

### 5) President's Report

- a) Report of sub-committees
  - i) Budget & Finance
    - (1) P. Oberholtzer & M. Soto
  - ii) Marketing & PR
    - (1) M. Kolar & P. Oberholtzer
  - iii) Planning & Policy
    - (1) M. Kolar & C. Ball
  - iv) Development
    - (1) P. Oberholtzer & C. Ball
  - v) Building & Maintenance
    - (1) R. Schipma & C. Ball
  - vi) Legislative Action
    - (1) M. Soto & H. Kruszewski
  - vii) Safety & Security
    - (1) H. Kruszewski & R. Schipma
  - viii) Technology
    - (1) C. Ball & P. Oberholtzer

## 6) Old Business

- a) Final Budget
  - i) Any update from tech fee info presented during April meeting?
    - (1) **M. Soto will get pricing on families purchasing devices for 1:1 implementation. A technology fee would still be needed to cover ongoing maintenance and support of infrastructure/software. The board also advised that a dedicated technology 1:1 supervisor be on school grounds at all time for support of any grades going 1:1.**
- b) New website development
  - i) Go Live Date?
  - ii) Updates to current site
    - (1) **D. Janicke working with a group of student from St. Xavier to update the website. Board noticed the great changes to the website already and passed along some notes/comments. Board will be notified when additional changes/updates have been made for review.**
- c) Maintenance Punchlist
  - i) **Summer maintenance will focus on stripping/resealing floors and repairs tiles/paint on walls.**
    - (1) **R. Schipma will look into pricing for floor sanding and submit to the board for review.**
- d) Technology Committee
  - i) 3-year plan
- e) Priorities/Goals for 2019/2020 School Year (Curriculum, Technology, Fundraising, Facilities)
- f) Update to families on Parish Contribution Standings before end of school year
  - i) Status?
    - (1) **Hard copies showing current contribution amount should be dispersed to families by 5/24.**

## 7) New Business/Announcements

- a) Current enrollment for 2019/2020 school year
  - i) **268. A. Theis will send a breakdown of the numbers by grade to the board.**
- b) Safety additions to classrooms
  - i) Door stops and window coverings
    - (1) **Door stops approved as long as board finds funding. C. Ball will confirm equipment and installation costs and will reach out to Mothers Club and Holy Name for funding.**
- c) Summer Hours
  - i) **Office hours: 9am-12pm week day excluding vacations which will be noted on voicemails.**
- d) Curriculum Fee Day/School Return Ideas
  - i) Supply drop off night
    - (1) **Tentatively scheduled for Thursday 8/22. School open for 2 hours at night for optional drop off of supplies and avoid the hassle of dragging large amounts with on the first day of school.**
  - ii) "Hard-to-find" supply purchase at Board table (magnet men, flash drive, etc)
    - (1) **Approved by Father and A. Theis**

- e) 90<sup>th</sup> Year Anniversary
  - i) St. Xavier students requested to design a 90<sup>th</sup> Anniversary school logo that can be used on all correspondence, websites, Facebook pages, etc.
  - ii) M. Kolar to partner with a staff member to discuss suggestions for the year (Possibly Fiscella or Thompson). A. Theis to ask for volunteers from the staff.
  - iii) Keep the theme present throughout the year
    - (1) Celebrate the 90<sup>th</sup> day of school instead of the 100<sup>th</sup>
    - (2) Focus on the history of school for Catholic School Week projects (history reports, etc. )
- f) Survey to School Families
  - i) Surveys will be sent electronically to all families asking for input on schools strengths/weaknesses and improvements they'd like to see in the school
  - ii) "Exit Surveys" will be given to any families leaving the school to determine the reasons for leaving and what the school could have done differently.
- g) Nominations for Advisory Board officer positions for 2019/2020 school year
  - i) President: Marisa Kolar
  - ii) Vice President: Roseann Schipma
  - iii) Secretary: Caitlin Ball

**8) Questions/Comments from the floor**

**9) Motion to Adjourn 8:22**

**10) Closing Prayer**