

SPPCS School Board Meeting Minutes



Date: May 1, 2023

Attendees: Misty Yanko (2027), Alison Essner (2024), Tracy Phipps (2029), Lori Matzenbacher (Principal), Lori House (2028), Angela Crowe (2024), Aaron Litteken (Hecker), Ex-Officio Position - Kevin Edwards, Fr. Linus (Pastor), Fr. Evaristus (Assoc Pastor), Carrie Higgerson (2023), Tracy Gedris (2028), Angela Atkinson (St. Mary's)

Guests: JD Kaiping and Becky Simshauser

Absent: Tara Phillips (2023), Henry Wicklein (Tipton), Chris Schuchardt (Tipton)

- Opening Prayer - Fr Eva
- Approval of April 2023 Minutes - Angela Crowe and Tracy Gedris
- Approval of Agenda - Lori House and Tracy Phipps
- Guests - JD Kaiping (new potential school board member) and Becky Simshauser (new Admin Assistant and Marketing/PR into a combined role)
 - New website is coming per Becky
- Standing Reports
 - Athletic Report – Carrie Phelps (AD)
 - Finishing up track and have state qualifiers
 - Two students qualify for state for golf
 - Booster Club – Rick Kincheloe (President)
 - The Booster Club bought paint and supplies for the school Spring projects. They had the concession and storage building at the baseball fields painted 1/2 SPPCS red and 1/2 Gibault blue. Melissa Schuchardt also has a Gibault art student that is going to paint a Falcon and Hawk mural in the buildings.
 - Booster Club is looking to purchase a new refrigerator unit for the concession stand to go with the stand up freezer already purchased.
 - They also just submitted an application to have 2 booths at the Pumpkin Fest this year. They were so busy last year one booth was not big enough
 - PTO Report – Alison Essner
 - PTO discussed several ideas on how to build community and welcome new families in the last meeting. Ideas included:
 - A Back to School Night for all families to come and mingle
 - Mentor family meet up / New Family Welcome gathering
 - Automated email marketing campaign to drip information to new families
 - Board discussed PTO ideas. A Back to School Event is planned for the fall.
 - Pastoral Council – Carrie Higgerson
 - No report
 - Finance Council – Misty Yanko
 - SPPCS Fields parking lot will get “oil and chip” refinishing

- Follow Up Action Items from Previous Meeting
 - EdFirst Campaign Update - Tracy
 - Second mailing is coming out this week
 - 75 donors to date (last year had 153 donors)
 - \$21,950 received (last year \$35,315)
 - One foundation gave \$5,000 last year and this year again
 - New board members
 - Form sent out and have received applicants
 - Additional preschool classroom follow-up
 - Difficult to determine with enrollment not done
 - Added a new question to determine if kids were fully potty trained - anyone who says “not fully potty trained” is moved to the back of the list
 - 57 students have enrolled in Pre-K, 13 additional who are pending
 - If we added another prek classroom with teacher and aide, we would need \$83,700 to cover salary and \$4,000 PER CHILD in additional cost to educate. Lori estimates we would need 18x 4-day or 15x 5-day students.

- Principal Items
 - Enrollment update (currently completed registration process):
 - 11 8th graders
 - 11 7th graders
 - 7 6th graders
 - 15 5th graders
 - 9 4th graders
 - 14 3rd graders
 - 12 2nd graders
 - 16 1st graders
 - 13 kindergarten
 - Total of 108 K-8 enrolled fully
 - 53 have started the enrollment process
 - 50 have not started the process at all
 - Staffing update
 - Ms. Kraus resigned and is going to Gibault - seeking replacement Spanish teacher
 - New 3rd grade teacher hired - to be named later
 - Name not disclosed because new hire has not informed current employer
 - Discussion was had around qualifications for our teachers as new hire is not Catholic and previous work experience was not disclosed to the board
 - New hire was offered a contract without the open position being posted publicly. It was recommended that all job openings be officially posted to cast a wider net to ensure we have the best talent/interview opportunities.
 - Queen of Hearts
 - Diocese wants to cap the drawing at \$100k
 - Diocese wants to limit liability and potential bad press
 - Board expressed extreme disappointment in diocese’s policy and asked for more information on what recourse we have in changing this directive.
 - Father and trustees are following up with diocese.

- SPPCS Store - Potential partnership with Just Me Fitting for uniforms and spiritwear
 - No cost to us as a school
 - They can do all uniforms, PE uniforms, spiritwear (embroidery/print), Friday class t-shirts
 - Can order online or in store
 - Board was in favor of partnership
- Gala Update - \$105,376 profit (budget was \$90k)
- New Business Board Items
 - Welcome Activities for New Families - Tracy Phipps
 - Recommends more orientation activities for new parents (Kinder especially)
 - More discussion was had about adding a curriculum night - separate from supply drop off
 - Curriculum Night would be parents only (not students) hearing the teacher explain goals and expectations for the year and giving background on themselves so parents feel connected to their child's class/expectations
 - Vocation Celebration - Carrie Higerson
 - Invited board members to celebration on June 4th for (New) Deacon Dave Miskell ordination and Deacon Tom's 10 year anniversary
- Standing Boarding Committees - Reminder of committees, no individual updates
 - Planning & Curriculum - Lori House
 - Marketing, Development, & Enrollment - Alison, Aaron, & Tracy
 - Facilities & Grounds - Chris & Henry
 - Catholic Identity - Carrie, Tara, & Angela
 - Finance - Misty & Courtney
- Next meeting will be Monday, June 5th at 7:00pm
- Closing Prayer - Fr. Linus