

# SPPCS School Board Meeting Minutes



**Date:** June 5, 2023

**Attendees:** Misty Yanko (2027), Alison Essner (2024), Tracy Phipps (2029), Lori Matzenbacher (Principal), Lori House (2028), Angela Crowe (2024), Aaron Litteken (Hecker), Fr. Linus (Pastor), Fr. Evaristus (Assoc Pastor), Carrie Higginson (2023), Tracy Gedris (2028), Angela Atkinson (St. Mary's), Chris Schuchardt (Tipton)

**Guests:**

**Absent:** Tara Phillips (2023), Henry Wicklein (Tipton), Ex-Officio Position - Kevin Edwards

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- Opening Prayer - Fr. Linus
- Approval of May 2023 Minutes - Tracy Phipps & Tracy Gedris
- Approval of Agenda - Tracy Phipps & Carrie Higginson
- Standing Reports
  - Athletic Report – Carrie Phelps (AD)
    - Looking for a soccer coordinator (\$1000 stipend)
  - Booster Club – Rick Kincheloe (President)
    - Looking for picnic workers for Booster Club Booth
  - PTO Report – Alison Essner
    - No meeting in May, no report
  - Pastoral Council – Carrie Higginson
    - Was not at last meeting. From minutes: Discussion around what makes someone Catholic/parishioner and eligible for the discount
    - Will need new representative for Pastoral Council since Carrie's board term is up
  - Finance Council – Misty Yanko
    - Was not at last meeting. From minutes: Waiting on pricing for gym ceiling, bid on school front awning
    - Misty to step down from Finance Council representative
- Follow Up Action Items from Previous Meeting
  - EdFirst Campaign Update - Tracy
    - 100 donations received. Last year had 153 donations, year before that was 166 donations
    - \$26,665 received - campaign ends June 30<sup>th</sup>
    - Last year we received \$35,000+
  - New board members
    - 4 responses via Google Nomination Form + JD Kaiping
    - Can share responses without names with the board to decide on new members + an alternate
    - Will share responses without names with the board for review and discernment
  - Status of Queen of Hearts with Diocese - no response from Diocese per Fr. Linus
- Principal Items
  - Enrollment update (currently completed registration process as of last week):

- 23 8<sup>th</sup> graders
- 15 7<sup>th</sup> graders
- 13 6<sup>th</sup> graders
- 20 5<sup>th</sup> graders
- 18 4<sup>th</sup> graders
- 23 3<sup>rd</sup> graders
- 19 2<sup>nd</sup> graders
- 25 1<sup>st</sup> graders
- 21 Kindergarten
- Above numbers are as of last week - these numbers have increased in some classes since then
- CURRENT Total (as of 6/4/23) is 177 K-8 enrolled fully (waiting on 13 more to finish enrollment)
- Last year we had 189 K-8
- Total of 62 Pre-K (in three existing classes) enrolled
- Last year 53 Pre-K
- Still getting inquiry calls and giving tours - a 4<sup>th</sup> Pre-K classroom may still be considered depending on interest with a part time teacher
- School Budgeted 203 K-8 students, and 55 for Pre-K
- Losing 2 students going into 3<sup>rd</sup> grade and 2 students going into 4<sup>th</sup> grade (two families total). One family due to extenuating circumstances, and one family due to “too much religion”
- Staffing update
  - Looking for Spanish/Art/Aide teacher (full-time)
    - No applicants to date
    - It was suggested to seek out local colleges to advertise the position to new graduates
  - Looking for Food Service/Kitchen Staff (3 openings to fill)
  - Will keep 3<sup>rd</sup> grade as two classes - new teacher hired Julie Ewen
    - Current sub / assistant in Special Ed classroom for Waterloo
    - Board asked about qualifications - Lori Matzenbacher is still waiting on her paperwork but Julie has a BA in Communication and is certified as a substitute and paraprofessional. She does not have a teaching certificate yet, but is working with the regional office of education to obtain one.
- New Business Board Items
  - Election of new officers
    - Misty will be stepping down as President because she has a larger role at work
      - Misty nominated Aaron
      - Chris nominated Alison
      - Aaron had 5 votes, Alison had 4 votes
    - Tara will be cycling off the board, need new Vice President
    - Tracy Gedris nominated for Vice President
    - Alison Essner will remain as Secretary
    - Will save committee assignments for when future board members join us

- Announcements - Sign up for Parish Picnic
  
- 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
  
- Next meeting will be Monday, August 7, 2023
  
- Closing Prayer - Fr Eva