

St. Paul's Catholic School

School Board Meeting Minutes

January 9, 2019

School Board Members in Attendance: Brooke Anderson, Chris Joyce, Christi Elflein, Patrick Snyder, Krissy Thompson (Principal), Suzi Houlihan (Faculty Representative), Megan Bond (PTA Representative)

Agenda Items

Open Comment Opportunity: None

Gym Update: There are a few AC issues concerning noise and mechanical problems. These are being addressed and are under warranty.

New Pre-K Building: Construction costs will be between \$150,000 to \$180,000. This will be covered with a loan from the Diocese and funds from Oyster Roast. Mr. Kallivayalil has been a huge help and cost savings. The goal is to have the building construction complete by June to have plenty of time to prepare for the 2019-2020 school year.

Capital Campaign Update: Groundbreaking for the new church will be in June. The bishop will be here for a blessing. The old windows in the school will be replaced this summer as well. Ms. Thompson is currently getting estimates for the windows. The old blinds will be replaced with shades and the window A/C units on the 2nd floor will be replaced with modern wall units.

Current Facility Improvements: The girls restroom on the 2nd floor is in disrepair. It will be remodeled this month. The STEM Lab was funded through the Giving Tree at Oyster Roast and is under construction. The Recording Studio was partially funded through the Giving Tree at Oyster Roast. An anonymous donor has stepped up to fund the remainder.

Security Update: The privacy fence around the pre-school is up. All walkie talkies have been purchased. And an additional safety report is pending from the diocese assessment. Ms. Thompson will send an update to the Security Committee.

Faculty Updates: The mildew issue will be inspected when the windows are replaced over the summer. The paint chipping off on the 2nd floor is on the repair list. The designated teacher parking spaces was voted on and approved. Two signs will be ordered. One for teacher parking and one for visitor parking.

Faculty Changes: Ms. Amanda Stucki will be the STEM Lab teacher for grades K-5 starting in February. Ms. Emily Savilla has been hired part time to teach the K-4 technology classes that Ms. Stucki was teaching. Ms. Smeehysin, our media teacher, will be retiring this year. Ms. Stucki will take on her iPad responsibilities and will continue to maintain the website. A new part time teacher will be hired as the media teacher and part time IT assistant.

Vending Machine: The Wellness Warriors have proposed placing a Healthy Vending Machine in the cafeteria run by an alum of St. Paul's. No contract is required and 10% of the proceeds will benefit the Wellness Warriors. Ms. Thompson will coordinate the placement of the machine for a trial.

Middle School Parking Lot: Now that the gym is open, the middle school parking lot is not needed for recess and PE and can be landscaped. Christi Elflein will call ACE hardware to restart the landscaping project.

Campus Master Plan: The board would like to facilitate a brainstorming session with parents to create a vision for our Campus Master Plan. Christi Elflein will send Ms. Thompson a proposed agenda. Ms. Thompson will propose the idea to Father Houle for approval.

Identified Facility Needs:

- Replace aging fire sprinkler system
- Pavers for parking on 2nd Ave.
- Remodel all bathrooms

Finances: The current financial budget is on target through November.

Enrollment:

- Current- 691 (class size 26-32)
- Maximum-736 (30 students per class)
- Optimal-694 (28 students per class, 18 per VPK, 100 ELC)

School Board Meetings: Wednesday, February 13; Wednesday, March 20; Wednesday, May 15

Action Items

- Ms. Thompson will send an update to the Security Committee.
- Ms. Thompson will order the signs for teacher parking and visitor parking.
- Ms. Thompson will coordinate the placement of a Healthy Vending Machine.
- Ms. Thompson will present the idea of the Campus Master Plan visioning session to Father Houle.
- Christi Elflein will send Ms. Thompson a proposed agenda for the Campus Master Plan visioning session.
- Christi Elflein will call Ace Hardware about landscaping the middle school parking lot.