



**AGENDA:** May 19, 2022

**Meeting started- 6:33pm**

**Present- Fr. Felipe- Daniel- Phil- Fran- Kevin- Meredith- Maria**

**Opening Prayer**

**Introduction (Daniel)**

- Volunteer for taking minutes- Kevin Volunteered
- Approve March Minutes- Phil moved to approve (Kevin 2nd)
- Up-coming Events
  - 8<sup>th</sup> Grade Graduation Friday, May 20th
    - tomorrow at 2pm
  - Alumni Day Sunday, May 22<sup>nd</sup> after 10:30 am Mass
  - Jaguar Sports Banquet Wednesday, May 25<sup>th</sup> at 6:30 pm
  - Bishop's Golf Tournament, September 19th

**Principal report (Fran)**

- ENROLLMENT DASHBOARD 2022-2023
  - Covered in finances
  - Testing of kids resume
  - School tours still taking place
  - Looking to target pre-K and kinder stronger.
  - discussion on budgetary details of enrollment at 265 vs 270.
- STUDENT Activities RESUME
  - Middle School dance
  - Earth Day
  - Field Days
  - Field Trips (well done)
    - highlighted 2nd grade children trip to Dallas Children's Academy (extra mile for extra activities) & Perot Museum extra class
- PTO Update
  - No general meeting last week.. moved virtually to next week
  - New president announcement coming soon
- Auction 2023 Update
  - Looking for new chairperson for auction.
  - Date set
  - Location set at Grand Mill
  - Contract set with Auctioneer
  - Weekend before Fat Tuesday
  -

- Summer Camp 2022
  - Camps are filling up and will take place throughout the month of June
- Covid Update
  - Increase in cases over the last week (7-8 cases)
  - 4 employees were sick as well
  - Brings up conversations on how we will handle things like that next year if it comes up. More nurse involvement in covid protocols than before
- EANS Update
  - Still have not gotten the 2nd check (39K).
  - We still need to investigate the next layer of grant
  - Phil looked into each category of the grant requests.

### **Pastor report (Fr. Jason)- Fr. Felipe**

- Alumni Tracking
  - Needs to be a push to track member/alumni faith participation
  - Question is how can we reach out to alumni to assess their faith engagement?
    - Discussion on benefits on surveying alumni on this topic
    - Discussion on tying it to a volunteer aspect
  - Discussion on including it with 8th grade family assessment
  - Discussion on putting the question forward to parents with regards with 8th grade
  -
- New Priest and Deacon assignments
  - All expectations are that Fr Jason & Fr Felipe will stay at SJCS
  - Additional deacon support expected to come
- Connecting with the rest of the parish
  - Kudos to Fran for parish connection with school.
    - Highlighted 2nd grade connection with first communion preparation
  - Connection with Youth ministry team and Religion team
  - Fr Felipe & Deacon John attendance at events
  -
- Facility Manager Update
  - No update on resume review for facility managers
  - AC repairs took precedence
- Updates
  - Our TU3 (pre-school and west side of school) is back up and running. AC finally blowing out cool air
  -

### **Budget review (Phil)**

- 79.5K reimbursement processed for Catholic foundations
- 15K donation received from grandparent after the grandparent's day celebration
  - 10K recurring in scholarship & 5K for athletics
- 10 months end of April
  - nothing out of the ordinary in April
  - Received the Catholic foundation grant in May (covered 5th grade laptops & iPad for 2-4th grade)
  - insurance rates will be charged double in May due to renegotiations with diocese
- Cash position
  - 33K unrestricted from auction

- 4K tuition assistance will roll over to next year
- 20K donation from parishioner will be added to endowment fund
- 36K from N. Texas Giving Day
- 975 in reserved
- 555 3 months holdover
- 74.5 next year tuition
- 345 rainy day fund
- 143 endowment
- 321 hold to school
- next year's budget
  - based on 265 enrollment
  - added back athletics to pre-pandemic rates
  - added back in full field trips & pines trips
  - 82% of budget is insurance and compensation/benefits
  - included a 3.9% increase in staff
  - 40K to pay the school
  - 265 enrollment would give a net loss of 41K but cash basis would be up 76K ???
  - Confident in the enrollment being up to 270
  - if we are 270 enrollment then we break even
    - Discussion on approval of budget set at 270 enrollment not 265
    - Fr Jason urged us to be conservative in planning budgets when tied to enrollment
    - We feel the path to 270 students is strong since we are awaiting at least 6 student responses to enrollment
  - Meredith makes a motion to move budget summary to reflect enrollment at 270
    - Kevin 2nd
    - Passes
    - Phil will re-assess numbers
  - CD conversation
    - Interest rate is .2% is same for 30days-3month-6month
- facilities discussion
  - Gym AC unit is ordered but on delay for delivery
  - Kitchen Ac unit needs to be replaced but still operational
- Teacher Bonus
  - Recommended for approval of \$32,000

### **Marketing/Outreach (Maria/Daniel)**

- April Open House Update
  - a. Felt that they went well throughout the semester
  - b. Open enrollment banners will come down tonight
  - c. For future open houses we need to loop in Little Disciples on the open house dates.
- St. Joe's Hoops giving Classic - fundraising for tuition assistance
  - a. November 19, 2022
  - b. Next steps roles giving out to Dad's Club
  - c. Looking for corporate contributions
  - d. Food sponsors seeking
    - i. Chick-fil-a sandwich donations

- ii. Pizza donations
  - e. table sign-ups for marketing and other items
  - f. Needing to contract a graphic designer for logo and shirt designs
  - g.
- Google Reviews
  - a. Not updating... looking to David T to connect with friend on edits
  - b.
- Focus on retention through class social events
  - a. Andy Olsen volunteer to recruit parents for a social chair in order to build stronger community throughout the grades
  - b. Goal to try and build friendship amongst parents
- Updates
  - a. Beth Anderson wants to try and start conversations to drive younger grades to incorporate athletics at a younger age.
  - b. Allison Shu wants more involvement in connections amongst
  - c.

### **Technology (Victor)**

- Asset Inventory Tracking Software Update
  - Talks will continue after graduation

### **Alumni (David)**

- LinkedIn Page
- Summer Alumni Meet Up

### **Around the room – Highlights/head-ups feedback**

- All teachers are coming back
- working on staffing (art teachers)
- nurses are paid through EANS, so we are working on that
- EDP additions for staffing
- New SAC members
  - Sandra Johnson has interest in joining the SAC team
  - Andy Olson looking to join Marketing
  - potentially Allison Shu
- Laura stepping down
- Final meeting
  - Week of June 20th... dinner meeting
  - Potentially at Amigos on Belt Line
  - 8th grade interviews
  - Inviting new members

**Closing prayer.**

**Meeting adjourned. - 8:15pm**